



E-TRAIN

EDUCATION AND TRAINING



COMMUNITY COLLEGE OF THE AIR FORCE

Most enlisted personnel are eligible to pursue an Associates of Applied Science degree from the US Air Force. This degree correlates with the member's AFSC and helps Airmen and Guardians achieve their education goals by capitalizing on job-related training and education as part of their degree program. Depending on the length of a member's technical training, they may be eligible to receive college credits just from completing technical school. Additional

up-grade training, follow-on training, professional military education are also awarded college credits. These credits are often transferable to other colleges, and can help service members get a jump start on their academic goals.

To complete a CCAF degree, students must complete 24 semester hours (SH) of technical education, 6 SH of Leadership, Management, and Military Studies (LMMS), 15 SH of Program Electives, and 15 SH of General Education.

There is a 25% or 15 credit hour requirement for Institutional credit. This means

that you must attend Air Force affiliated programs to gain this credit. Examples are Tech School, PME and Basic Training. CCAF is in an ***Operational pause*** while they move from STARS system to the AUSIS system. Please be patient as the CCAF cannot provide details about your degree progress until March or April of 2023.

The latest CCAF policy change awards 2-5 SH of LMMS for Basic Military Training (BMT) between 1 Oct 19 and 6 Feb 22. Those who complete BMT after 6 Feb 22 will receive 3 SH of LMMS.

WAPS TESTING

The 23E6 Weighted Airman Promotion System (WAPS) testing cycle starts 15 Feb 2023. Staff Sergeants, contact your Unit WAPS Monitor (UWM) to sign your AF Form 1566 for your test date. You should also review your Data Verification Record, which reflects whether or not you are eligible and your promotion record is weighable or non-weighable.

A weighable record means all the weighted factor data elements (Enlisted Performance Reports, Decorations, Promotion Fitness Examination, Specialty Knowledge Test, Time-in-Grade and Time-in-Service) are present and you will receive promotion consideration during the original select run.

You can find study materials at <https://www.studyguides.af.mil/>

The TLNs, the LOAs and the RIPS are NOT GENERATED by Offutt Formal Training. These are AF products that the FTM manages for the Air Force and ensures service members are authorized by their unit commander to attend training.

LIFE CYCLE OF TRAINING RIPS



FORMAL TRAINING LEVERAGES MS-TEAMS TO PROCESS RIPS

The Formal Training Managers (FTM) are using TEAMS to manage the Reports on Individual Personnel (RIPs) to expedite delivery and streamline access to documents so Air Force service personnel can get their needed training. Your unit Unit Training Manager (UTM) should have access to the OFFUTT Formal Training TEAMS community. If not, please contact us to get added.

Here is a synopsis of the process:

- Course Mgrs receive course and student requirements from AFPC, this information is loaded to Oracle Training Administration (OTA)
- The Training Request Quota Identifier (TRQI) uses the information loaded on to OTA to schedule appropriate students into each course. This creates a training line number (TLNs), training RIPS, and confirmation dates

- All courses loaded to OTA are then dispersed to FTMs to send to UTM, now accessed in TEAMS
- Once signed, the RIPS are confirmed in MilPDS
- See your Resource Advisor if the training is **UNIT** funded
- For Air Force funded RIPS, the FTM will update TDY-to-School which triggers a Line-of-Accounting (LOA) email sent to the service member

OFFUTT AFB EDUCATION CENTER BUILDING 'C' ROOM 224

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Phone: (402) 294-5716
Email: education6@us.af.mil

To send encrypted select from GAL:
55 FSS/FSDE_Education Services Center

Walk-ins welcome 0800-1600, M-F

MORE INFORMATION ON
SHAREPOINT:

[HTTPS://USAF.DPS.MIL/SITES/
OFFUTT/55THWING/MSG/55FSS/
BASE%20EDUCATION/DEFAULT.ASPX](https://usaf.dps.mil/sites/offutt/55thWing/MSG/55FSS/BASE%20EDUCATION/DEFAULT.ASPX)

BASE PARTNER SCHOOL REPRESENTATIVES ROOM 222

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RECURRING BRIEFINGS

We offer *Tuition Assistance* briefings on Thursdays at 1330 in Rm 237, building "C." Self-registration is available on AFVEC (<https://afvec.us.af.mil>) in the "EVENTS" section. This brief is required for initial and refresher counseling. If you have not used tuition assistance previously, completion of an interest assessment is required prior to attending. Below is the web address:

- Kuder Career Interests Assessment (dantes.kuder.com)

You will need to send your inventory results (RIASEC) to education6@us.af.mil before attending the briefing so make sure to "Print" them to a PDF.

We offer *Skillbridge* briefings twice per month (2nd Wednesday and last Monday) at 1400 in Rm 237, building "C." Self-registration is available on AFVEC in the "EVENTS" section. This brief is required for participation in the Skillbridge program. This brief is intended for personnel separating in less than 2 years. Begin your research at <https://skillbridge.osd.mil>

We offer the *Managing Your Education* Track once per month in Rm 237, building "C." Self-registration is available on AFVEC in the "EVENTS" section. This brief is an optional 2-day track as part of the Transition Program. We explore the many facets of pursuing your degree during your service time and post separation.

COMMISSIONING

The 23OTS02 (rated) Air Force Board date is approaching. Application cut-off is 20 Mar 2023. Board Dates are 10-14 Apr 2023 and the Projected Release is 5 May 2023. Contact the Education Center for information on commissioning.

LANGUAGE TESTING

Do you understand or speak a second language? Your knowledge may make you eligible for college credits based on your fluency. Contact the education center to schedule a defense language proficiency test (DLPT). You can also schedule with the Language Learning Center if space is available at 402-232-8858 or offuttLLC@us.af.mil.

AIR FORCE OFFICER QUALIFICATION TEST

The next AFOQT is being offered on 1 Mar 2023. If you would like to be scheduled for this exam, please call our office. This test is only offered bi-monthly (every other month) at the Offutt Education Center and seating is limited. You can find study

materials at <http://>

www.ebscolibrarymwr.com/?AuthToken=4F5B49DE-E6A3-4A53-9D49-FE35104B08A3 and <https://www.dantes.doded.mil/EducationPrograms/PrepForCollege/AcademicSkills.html>