

MAY 2018

ARIZONA AIR NATIONAL GUARD

161ST AIR REFUELING WING



UNDERGRADUATE PILOT TRAINING APPLICATION WORKBOOK

161st Air Refueling Wing
3200 East Old Tower Rd.
Phoenix, AZ 85034-7263

Arizona Air National Guard
Headquarters 161st Air Refueling Wing
Phoenix Arizona

This application workbook contains information regarding your application for Undergraduate Pilot Training with the Arizona Air National Guard in Phoenix. It contains the eligibility and application requirements. It also includes all of the important information that you will need to be considered for an interview.

The 161st Air Refueling Wing is located on the south side of Phoenix Sky Harbor International Airport. Our primary mission is in-flight refueling. The unit is comprised of one flying squadron, the 197th ARS flying the KC-135R aircraft. The unit employs about 900 Traditional Guardsmen and about 300 full-time personnel.

We routinely fly 2-4 local sorties daily and 1-2 aircraft are deployed stateside or overseas at any given time. In peacetime the 161st ARW is assigned to the State of Arizona serving the Governor as our Commander in Chief. If the unit is federally activated for any reason, our Commander in Chief is the President of the United States.

If selected for a pilot position, your obligation to the Air National Guard will be 10 years of service upon completion of training. You will be required to fly at least 4 sorties per month, attend 1 drill weekend each month and be available for off base deployments each quarter.

The Wing convenes a selection board once each year and will normally select two primary candidates and two alternates. Once we receive your application package, it will remain on file for consideration for one year. If we receive updated information such as resume changes, the file will be kept for an additional year from when the update is received. **Selection as an alternate does not guarantee future selection for a training slot. If you are not selected as a primary candidate, you will have to compete with all other applicants again on future selection boards.**

Questions regarding the application process may be directed to pilots in the Operations Group.

ARIZONA AIR NATIONAL GUARD UNDERGRADUATE PILOT TRAINING APPLICATION WORKBOOK

This workbook describes the application process for individuals interested in becoming a pilot in the Arizona Air National Guard. Individuals must meet the requirements established by the United States Air Force and those of the Arizona Air National Guard.

ELIGIBILITY

AGE: Candidates must be in pilot training prior to their 33rd birthday. Age waiver will be evaluated on a case by case basis up to 35 years of age.

EDUCATION: A bachelor's degree from an accredited four-year college or university is required. **If you are enrolled in your final semester at the time of the interview, your application will be considered.**

PCSM score: The Air Force has developed a composite scoring system to help select candidates who have aptitude for completing the flight training programs. This system is called PCSM. The PCSM score takes input from various factors, including education, flying hours, the AFOQT, and a hand-eye coordination test called the TBAS. The PCSM and TBAS information can be found at the following web site <http://access.afpc.af.mil>.

AFOQT: The Air Force Officers Qualification Test is mandatory prior to your application being considered. This test takes approximately 4 hours and may be scheduled through the Luke AFB Base Education Center. If you do not reside in Arizona, call a local Air Force recruiter to schedule this test. Minimum Scores required are:

VERBAL: 15

QUANTITATIVE: 10

PILOT: 25

NAVIGATOR: 10

TOTAL: 50 (the minimum required score when adding pilot and navigator totals)

These scores are minimum scores required to pass the AFOQT test. The scores of this test are a factor in the interview process. It is strongly recommended that you prepare for this test. You will find study material at most bookstores and libraries that carry SAT preparatory material.

TBAS TESTING: The Basic Attribute Test is an eye-hand coordination test usually done at an Active Duty Air Force Base or a ROTC location. The TBAS test is mandatory prior to your application being considered. Your AFOQT test needs to be completed two weeks prior to taking the TBAS test.

These tests (AFOQT, and TBAS) can be self-scheduled in your local area. In the Phoenix area, contact the testing center at Luke AFB, DSN 896-2253, commercial 623-856-2253, email patricia.dew@us.af.mil. The tests are administered at Luke AFB Base Education Center, DSN 896-7722 or commercial 623-856-7722. If you do not reside in Arizona, call a local Air Force recruiter or Base Education Center to schedule these tests.

PHYSICAL: All pilot applicants must be in excellent physical and psychological health. You must include in your application the Medical Prescreening Form, which is provided in this workbook. Minimum vision requirements are 20/70 corrected to 20/20 with no exception. You must have full hearing in both ears and meet height and weight standards.

MORAL STANDARD: This section involves criminal history. A local application is included in this workbook. Any law violations, including juvenile offenses and traffic violations must be documented on this application. Law violations do not necessarily disqualify an individual, **but non-disclosure of any offense is disqualifying.** If selected, a federal background check will be initiated as part of the security clearance requirement.

APPLICATION PACKAGE: This workbook includes the items that are mandatory in your application package. **A package will only be considered for an interview if it is complete.** For any required item that is not included, you must attach a letter of explanation. All packages will be kept on file for 1 year.



Important dates:

- 1) 15 May - Deadline for Application and
- 2) 17 May - Interview Announcements
- 3) 01 June - Meet & Greet
- 4) 02 June - Interview Board

PILOT APPLICATION PACKAGE REQUIREMENTS

MANDATORY

1. **Cover Letter (Addressed to: 161ARW Undergraduate Pilot Training Board)**
2. **Resume**
3. **AFOQT Test Results**
4. **PCSM results (<http://access.afpc.af.mil>) This is a combined score of AFOQT, TBAS and Flying hours.**
5. **College Transcripts (Official Transcripts will be required upon request)**
6. **Local Application (Contained in this workbook)**
7. **Medical 2807 Form (Contained in this workbook)**
8. **3 Letters of Recommendation**
9. **If you are prior Military Service, you must include your discharge paperwork and/or most recent evaluation report.**
10. **If you have flight experience, a copy of your licenses and the last page of your logbook.**

NOTE: It is not mandatory, but it is desirable to have at least a civilian private pilot license. Please provide copies of any pertinent flying qualifications that you have.

The importance of a completed package cannot be overstated, however, do not include additional extraneous information. The Selection Board will only review the items listed above during the selection process. Your completed package will be graded for quality and presentation. Mail or hand-carry a hard copy of your complete package to the 161st ARW / Operations at the following address:

161st Air Refueling Wing
Operations Group Attn: Capt KJ Irwin,
3200 East Old Tower Rd.
Phoenix, AZ 85034-7263

The most important thing is to ensure we received your application. It is your responsibility to ensure that our office received your applications. If you give us your e-mail we will send you a message indicating that we have received your application and are reviewing it.

As you understand, the UPT selection process is competitive and an application itself does not guarantee an interview. We realize the application process is time consuming, and we do our best to honor highly qualified candidates with interviews. Good luck and we wish success for all applicants.

For questions call 602-302-9030, (DSN) 853-9030, or e-mail to: 161ARWpilothiring@gmail.com

**Questions can be addressed to:
Captain Kenneth “KJ” Irwin**

INTERVIEWS

Interviews will be conducted when allocations for Pilot Training class dates are received by the 161st ARW. Normally, we will interview 10-12 candidates per class slot. Generally the 161st is allocated 1 to 4 class slots each fiscal year. The interview process is as follows:

- All Pilot Packages will be read and considered by a selection team comprised of at least 5 pilots. This team will submit 10-12 packages to the Operations Group Commander with requests for interviews.
- The Operations Group Commander will convene a board of officers to review the applications, records, and interview each applicant. The board will be charged to evaluate each applicant's suitability to be commissioned as an officer in the United States Air Force and Air National Guard.
- Applicants will be rated by point values based on military experience, aviation experience, professionalism, local ties, military scores, college background, application quality, communication skills and your answers to a number of questions. The board will also be directed to eliminate any applicant who they conclude to be not suited for commissioning for flight training.

SELECTION PROCESS

The applicants with the highest point ratings will have their applications forwarded through command channels for review and approval. Final approval rests with the US Air Force. To follow is the selection process:

IF SELECTED AS A PILOT CANDIDATE OR ALTERNATE

- The applicant will be required to take and pass an Air Force Flying Physical administered at Wright Patterson AFB, OH
- Applicant will be required to complete and submit a Top Secret Security Clearance Survey.
- Non-Prior Service candidates will be enlisted into the unit until graduation from Total Force Officer Training (TFOT) as a Second Lieutenant.
- The applicant with the highest point rating will receive the first school position allocated to the unit. The unit may also be offered an additional class assignment on short notice due to cancellations by other units.

Please note: The amount of coordination and paperwork required for a candidate can be very demanding. You must be prepared for no-notice trips to the 161st to sign paperwork, provide copies of documents, testing etc. Generally the approval process takes 6-9 months, possibly longer. The approval process will go through the chain of command starting with the 161st Air Refueling Wing followed by the AZ State Headquarters, Air National Guard Headquarters, and United States Air Force Headquarters. Patience and flexibility will come in handy. **All trips to the 161st ARW to complete the application/selection process will be at the candidate's expense.**

PILOT TRAINING PROGRAM

If you are selected as a Pilot Candidate, you will be required to complete the mandatory initial training that will require approximately 1 to 2 years to complete. Acceptance of this commitment should not be taken lightly. Successful completion of this training program requires dedication, long hours and strong support from your family. Your family should be fully aware of and prepared for this demanding period. Feel free to make an appointment for you and your spouse (if applicable) to talk with someone at the unit about the pilot training program. The following is a breakdown of this training.

IFT: Initial Flight Training is required if you do not have your Private Pilots License. You will be required to complete an Air Force flight screening course in Pueblo, CO before going to AMS.
4 Weeks

Medical Flight Screening: This is a physical evaluation at Wright-Patterson Air Force Base.
4 Days

TFOT (Total Force Officer Training): Officer Training School.
8 Weeks

UPT (Undergraduate Pilot Training): Initial Flight School including academic preparation and training in the T-6 and T-1 aircraft.
52 Weeks

Water Survival Training: Fairchild Air Force Base, Spokane, Washington.
5 Days

Combat Survival Training: Fairchild Air Force Base, Spokane, Washington.
17 Days

Pilot Initial Qualification Training: KC-135 CCTS, Altus Air Force Base, Altus, Oklahoma
~20 Weeks

NOTES

All of the above training will be paid training. Families are not permitted to accompany you to TFOT. Therefore, any family members that join you will do so at their own expense.

Training is conducted in several locations throughout the nation, and is subject to change. You will be informed of locations should you be selected.

Completion of the above training program currently carries a 10-year obligation with the Air National Guard.

It is highly preferred that you reside or plan to live within 50-100 miles of the base in Phoenix upon returning from training.

161st AIR REFUELING WING / AZ AIR NATIONAL GUARD LOCAL APPLICATION FOR PILOT

SECTION 1 PERSONAL INFORMATION

Name _____ SSAN _____

Address _____

Home Phone _____ Work Phone _____ E:Mail _____

Age _____ Birth Date _____ Marital Status _____

SECTION 2 EDUCATION

High School Graduate? YES NO College Graduate? YES NO Date of College Graduation _____

Name of College from which you graduated or are enrolled _____

Major _____ Grade Point Average _____

Type of Degree Received or pursuing _____

SECTION 3 MILITARY BACKGROUND (If you have never served in the military please skip to next section)

Branch, Unit and Location of current assignment or most recent assignment _____

Job Title _____ Rank _____ Security Clearance Level _____

Date of Enlistment/ Appointment _____ Date of Separation _____

Have you ever attended Flight Screening, Officer Training or Undergraduate Pilot Training for any branch of the Service and if so, did you graduate from the program? Explain _____

SECTION 4 FLIGHT BACKGROUND (If you have no flight experience, please skip to the next section)

Do you have a Private License YES NO Total Flying Hours Student _____

Do you have a Commercial Pilot License YES NO Total Flying Hours PIC _____

Do you have an Instrument Rating YES NO Total Hours _____

Type of Aircraft flown as student or PIC _____

SECTION 5 PRIOR EMPLOYMENT (3 most recent employers)

1. Company _____ Position _____ Address _____
Phone _____ Dates Employed _____ Supervisor Name/Phone Number _____
Reason for Leaving _____ May We Contact YES NO

2. Company _____ Position _____ Address _____
Phone _____ Dates Employed _____ Supervisor Name/Phone Number _____
Reason for Leaving _____ May We Contact YES NO

3. Company _____ Position _____ Address _____
Phone _____ Dates Employed _____ Supervisor Name/Phone Number _____
Reason for Leaving _____ May We Contact YES NO

SECTION 6 REFERENCES (Need not to be the same as the letters of recommendation)

1. Name _____ Phone Number _____ May We Contact YES NO
How do you know this person? _____

2. Name _____ Phone Number _____ May We Contact YES NO
How do you know this person? _____

3. Name _____ Phone Number _____ May We Contact YES NO
How do you know this person? _____

4. Name _____ Phone Number _____ May We Contact YES NO
How do you know this person? _____

5. Name _____ Phone Number _____ May We Contact YES NO
How do you know this person? _____

APPLICATION CONTINUED

Are you a conscientious objector? YES NO (A conscientious objector is defined as one who refuses to serve in the Armed Forces or bear arms on the grounds of moral or religious principals.)

Are you a sole survivor? YES NO (A sole surviving son or daughter is the only remaining son or daughter in a family where a parent or one or more sons or daughters was (a) killed in action or died in the line of duty while serving in the Armed Forces (b) is in a captured or missing-in-action status or (c) is permanently 100% disabled, physically or mentally employed due to such disability. NOTE: Members may acquire and obtain sole surviving son or daughter status even if there are no other living family members. It does not depend on the existence of a family unit. A sole surviving son may have living sisters and a sole surviving daughter may have living brothers.)

Are you a United States Citizen? YES NO If no please explain _____

Are you currently enrolled in an advanced course or a scholarship program in ROTC? YES NO

Have you engaged in any act or acts designed to destroy or weaken the United States? YES NO

Are you under the influence of drugs or alcohol? YES NO

Are you an alcoholic? YES NO

If you are an alcoholic, have you completed a rehabilitation program? YES NO

Have you ever completed a drug rehabilitation program? YES NO

Do you have a history of mental illness? YES NO

Have you ever been charged, arrested, cited or held by any law enforcement agency to include juvenile offenses or traffic violations? YES NO If yes, please provide the nature of EACH offense, date of the incident, fines or sentencing and the final disposition.

Have you ever used, possessed, sold or transported any illegal drugs to include marijuana? YES NO If yes, please describe each drug used and the last time it was used. _____

In connection with my Application for Appointment in the Arizona Air National Guard, I certify that the proceeding is a true and correct statement of eligibility. I understand that any information purposely left out of my application may render me ineligible for a commission with the Arizona Air National Guard.

(Printed Full Name) (Date)

(Signature)