WHAT TO SEND PRIOR TO THE CLASS SPECIFIC REPORTING GUIDE BEING POSTED:

Subject: !!! ACTION !!! You Have Been, or are Still, Enrolled in SOS Class 23F (31 Jul 23 – 31 Aug 23)

Congratulations future SOS student!

If you’re receiving this email, it’s because you’re enrolled in the upcoming SOS Class 23F, 31 Jul 23 – 31 Aug 23! While enrolled, you will continue to receive this email at least once a week; then more frequently as the 20 Jul 1200CST roster lock approaches. Shortly after roster lock, you will receive an email containing the 23F Reporting Guide and Welcome Letter.

In the interim, please take this time to review the SOS Reporting Guide and Welcome Letter (https://www.airuniversity.af.edu/SOS/Student-Experience/ - found below the large Student Experience picture). NOTE: Even if the documents are for the ongoing class; the vast majority of the content will remain the same for your respective class.

During your website review, pay close attention to the eligibility requirements page (https://www.airuniversity.af.edu/SOS/Display-Article/Article/1043031/eligibility-requirements/). As you cannot attend SOS if your PT test is slated to expire while at SOS (i.e. knock out your PT test before showing). Moreover, if you’re on a duty limiting profile (i.e. can’t run, lift, jump, etc.) that extends into the course, you will need to submit an Exception to Policy (ETP) to Student Services (SOS.OD.StudentServices@us.af.mil) by COB 20 Jul 1200CST. Depending on the profile date and Class notification timeline; ETPs submitted after the deadline may automatically be denied. ETP Example: https://www.airuniversity.af.edu/Portals/10/SOS/documents/ETP_Checklist_25_Oct_2021.pdf

NOTE: ETP requests that limit a student’s ability to fully participate in SOS physical activities are typically denied if the student has additional opportunities to attend SOS after the issue is resolved.

***IF AT ANY POINT, YOU FEEL YOU’RE UNABLE TO ATTEND FOR WHATEVER REASON (MEDICAL, PERSONAL, WORK, PLAN TO SEPARATE, ETC.), PLEASE REACH OUT TO YOUR UNIT TRAINING MANAGER (UTM) TO REQUEST AN IMMEDIATE WITHDRAW.*** If the reason is substantiated, your UTM will either remove you on the spot (if they have the needed permissions) or coordinate removal though the base UTM or the organizations respective TRQI (Training Requester Quota Identifier). IF YOU ARE ATTEMPTING TO WITHDRAW ON 13 JULY OR LATER, PLEASE CC: SOS.OD.StudentServices@us.af.mil in your withdraw traffic. Ideally, the withdraw would occur before the 20 Jul 1200CST roster lock; as withdraws after roster lock are assessed, tracked, and briefed to SOS leadership.

Please contact Student Services at SOS.OD.StudentServices@us.af.mil if you:
- Have any questions that weren’t addressed by the SOS Reporting Guide or Welcome Letter
- Live in the Maxwell local area but aren’t stationed at Maxwell or Gunter
- Are coming to SOS with a spouse, child, and/or pet (please make your plans known by 20 Jul 1200CST). If you’re “accompanied” status changes post notification, re-engage with Student Services ASAP as this impacts your flight placement.

- If you’re bringing children and/or pets, you will have to stay off base
  - Even though they are allowed to join you, SOS is considered an unaccompanied TDY so you will only be reimbursed for the on base billeting rate ($89 a night); anything above this will be an out-of-pocket expense
  - You will be responsible for booking your off-base lodging and finding/securing childcare and/or pet boarding as needed
- If you’re only bringing a dependent spouse, you will be staying on base with the other students (billeting will attempt to put you in a room with a kitchenette, but it’s not guaranteed)
- If you’re attending SOS with your spouse (i.e. joint spouse/mil-to-mil attendance), you will be staying on base with the other students (billeting will attempt to put you in a room with a kitchenette, but it’s not guaranteed)
- NOTE: USAF members bringing dependents will be placed in the accompanied SQ
- NOTE 2: USSF members bringing dependents may or may not end up in the accompanied SQ since the USSF has Guardian only SOS flights that remain in a single SQ while the accompanied SQ designation rotates from SQ-to-SQ each class.
With exception to the ‘accompanied’ students staying off base (as identified above), SOS will book on base lodging for all students. However, billeting will not have your names until we’re 1 week out from class start.

**NOTE: Students no longer require a COVID vaccination to attend SOS.**

See bottom of email for connection information.

Again, congratulations on your enrollment! We’re certain you’ll find SOS to be a memorable experience!

V/R

Squadron Officer School
Student Services
DSN: 493-8190
Comm: (334) 953-8190
Email: SOS.OD.StudentServices@us.af.mil

Follow us on social media for additional messages as your class date approaches.
Facebook: https://www.facebook.com/squadronofficerschool
Instagram: Squadron Officer School (@squadron_officer_school) • Instagram photos and videos
LinkedIn: https://www.linkedin.com/company/squadron-officer-school/
Twitter: https://twitter.com/SOSUSAF

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Subject: **AVOID A NO SHOW - SOS CLASS 23F ENROLLMENT REMINDER – MUST READ**

If you are receiving this email, you are still enrolled in SOS Class 23F and are expected to be in class on 31 Jul 23. See attachment for additional details.

If you are coordinating, or plan to coordinate a cancelation through your Unit Training Manager, please reply to this email ASAP. Failure to do so may result in a No Show as your cancelation may not process prior to Class Start.