# **Guard, Reserve, and Civilian Information**

### **Nomination**

\*\*\* SOS does **NOT** play a role in the nomination process or hold slots to attend in-residence.

AFPC allocates quotas to each MAJCOM, FOA, and DRU proportional to the number of eligible officers assigned. MAJCOMs, FOAs, or DRUs may reallocate quotas and delegate to subordinate units the responsibility of designating the most qualified officers as primary and alternate resident SOS attendees. SOS Student Services downloads the class roster from AFPC approximately 1-2 weeks from the class start date.

## **ANG Captains:**

Nomination through your Wing Commander and State approval: Consult your chain of command and Base Education and Training Office (BETM) for timelines and processes. Ensure that your orders authorize partial per diem, per the JTR. For questions regarding the Guard officer PME please contact DSN 493-3060, or Commercial, 334-953-3060. Please contact your local Wing Commander if you have any additional questions. For questions regarding orders, you may contact 908 FSS/FSO: DSN 493-9185 or Commercial 334-953-9185.

# **AFRC Captains:**

Apply through the Reserve School Selection Board (RSSB). Consult myPers website for details (CAC required). Ensure that your orders authorize partial per diem, per the JTR. Please contact the OPME Reserve Advisor at DSN 493-7113, or Commercial, 334-953-7113 if you have any additional questions. If the OPME Reserve Advisor is unavailable contact the AU Reserve Advisor at DSN 493-3290, or Commercial, 334-953-3290. For questions regarding orders, you may contact 908 FSS/FSO: DSN 493-9185 or Commercial 334-953-9185.

### **Civilians:**

Air Force Civilians apply during the nomination call, 1 Mar - 1 May, through the <a href="MYPERS">MYPERS</a> website. Access the "Force Development" section, next click on "Squadron Officer School" within the Basic Development Education. When on the "Squadron Officer School" scroll down the tab for basic eligibility and nomination procedures, which includes the AF From 4059 and Resume documenation requirements. During the nomination call, after the appropriate level signatures are obtained, scan and upload required documents (AF Form 4059 and Resume) through myPers at <a href="MYPERS website upload documents">MYPERS website upload documents</a>, which will be forwarded to HQ AFPC/DP2LWD, SOS Program Manager, where the central selection board is managed.