



UNITED STATES
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Service Academy Exchange Program (SAEP) & AFROTC Exchange Program Fall 2023

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Lt. Col Bob Evans
AFROTC, CWT
Mr. John Stephens
SAEP, CWTS



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Agenda

- Purpose
- Program Background
- Application Criteria
- Application Process
- Interview Process
- Selection Process
- Notification Process
- Post-Selection
- Timeline



To further the bonds of friendship and understanding between the separate military branches and the Air Force commissioning sources.



Program Background

- Exchange Semester numbers are set at;

- 6 USCGA
- 7 USMA
- 7 USNA
- 6 AFROTC
 - USF, UTSA, ASU, GT
Purdue, and OU



- 2° Fall Semester **ONLY**

- MPA, GPA and PEA calculations while on exchange
 - Refer to USAFAI 36-2001, para's 1.4. to 1.4.3.

Program Background Cont'

- Integrated into host institution
 - Under host institution's rules, instructions and customs
 - Maintain USAFA identity and uniforms
- You represent USAFA and the Air Force
 - Many form opinions of the AF and USAFA based on your actions good or bad
 - Exchange Ideas



Application Criteria

- Second-class cadets (CY2025) only during Fall Semester
 - Meet **MANDATORY** minimum MPA/GPA/PEA requirements:
 - MPA CUM - **3.0**
 - GPA CUM - **2.8**
 - PEA CUM - **2.6**
 - Cadets who do not meet the minimum requirements **will not** be considered. **NO WAIVERS!**
 - AOCs need to ensure only qualified cadets are submitted
 - Cadets must coordinate with Ac advisor on all course transfers
 - Cadets on any **PROBATION** at time of application are **ineligible**

Application Process

- Applicant submits memorandum to AOC
 - SAEP: use template found in USAFAI 36-2001, dated 14 Jan 2015
 - AFROTC: use attached template w/required advisor endorsement
 - Cadets interested in both must submit separate SAEP & AFROTC memos (will not be considered without a formal package)
- AOC prepares application package for Group AOC
 - Current Personnel Summary Report (PSR) from COMPASS (SIS).
 - AOC recommendation memorandum
 - Cadet memorandum
- Group AOCs provide list of ALL applicants and packages electronically to Mr. John Stephens USAFA/CWTS
 - **Entire package must be coordinated through Squadron AOC and Group AOC prior to submitting**

Interview Process

- Interview with board (AD, DF, CW Representatives)
 - Scheduled during free period provided on memorandum letter (Be sure to include PE and Airmanship Go's when considering available free periods)
- Board members will score on:
 - Cadet package
 - Uniform
 - Military Bearing
 - Articulation
 - Professionalism
 - Impact Ideas



Selection Process

- Cadets are scheduled for an interview based on meeting minimum MPA/GPA/PEA requirements
- Meet board comprised of members from CW, AD and DF
 - Each board member will score cadets based on interview
 - Final scores are then rank ordered and cadets are assigned according to preference of academy for SAEP and/or program (AFROTC) requested until all slots are filled

Notification Process

- List sent to Commandant for approval and informational copy sent to HQ USAFA/CC
- Coordinated with Director of Athletics, Dean of Faculty and USAFA Superintendent
- After Commandant approval, cadets notified through Squadron AOC by CWTS Mr. John Stephens
 - Letter sent to each applicant of selection or non-selection
 - Return acknowledgment for primaries and alternates

Important SAEP Considerations

- Book stipend has already been allotted within your Cadet Pay, no book reimbursement (estimate \$100-\$600)
- Cadets selected for Interview, will not be eligible for the International Exchange and Abroad programs
- Must pay for some host services, even if you choose not to use while on exchange (e.g. laundry/linen, estimate <\$340). Deductions like haircuts and sports fees will be placed on hold until return from exchange
- All personal property; uniforms and personal clothing during exchange will be handled through extra bags, JPPSO no longer provides shipments, additional items (i.e. monitors, game systems, trunks) are at cadet's own expense
- Please refer all SAEP questions through your AOC/AMT to Mr. John Stephens, CWTS (3-9660)



Important AFROTC Considerations

- Must be willing to attend any university and AFROTC detachment; the Board will make the final determination
- Cadets selected for Interview, will not be eligible for any other International Exchange or Abroad programs.
- FM deductions:
 - Money for Books (your book stipend has already been allotted within your Cadet Pay, no reimbursement for books)
 - Must pay for some USAFA services regardless (ex. sports fee)
 - May request a refund or stop deductions for Linen, Tailor and Barber
- Cadets will also be responsible for additional fees (ex. USF parking: \$290) at the university if they chose to use them
- Please refer all AFROTC questions through your AOC/AMT to Lt. Col Bob Evans, CWTS (3-9624)

Fall SAEP/AFROTC Timeline

- **NLT 4 Nov 22** Tasker sent out by CWTS to all 2^o Cadets and AOCs/AMTs
- **NLT 18 Feb 23** Application packages due to USAFA/CWTS
- **NLT 21 Feb 23** Interview Board Schedule notifications will be sent to all applicants and AOCs/AMTs
- **22 - 24 Feb 23** Interview Boards (Representatives from AD, DF, CW), 5th Floor Conference Room, Fairchild Hall (Commandant's Tower)
- **NLT 20 Mar 2023** Selected Cadets notified by CWTS
- **7 April 23** Cadets will receive out-processing checklists (must be completed/submitted to Mr. John Stephens prior to leaving USAFA during Summer term)

Post Selection Process

- Out-processing briefing in **April 2023**
- Complete Orders in DTS, **June 2023**
- Departure from USAFA, **August 2023**





EXCHANGE PROGRAMS

