

KCJ APPLICATION COVERSHEET

****ONLY COMPLETED APPLICATION PACKAGES WILL BE ACCEPTED****

Today's Date:	KCJ Position Number	Current Status (i.e. IMA, TR, ANG etc.)
Last Name, First, MI	Rank	LAST 4 SSN

Work Email	Personal Email
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INITIALS

☐ **ALL:** I understand that I am applying for a KCJ position, with a term of 3-4 years max. If selected, I understand that I must vacate the position upon completion of the 3-4 year term.

☐ **ALL:** I do not currently have an MEB pending and am unaware of any physical condition preventing me from entering this period of time.

☐ **Majors Only:** I certify that I have / have not been selected for promotion to the next higher grade. Number of times not selected (if applicable): _____. If selected for promotion to a higher grade while assigned to this position, I will be permitted to pin on while assigned to the current grade position.

☐ **Lt Cols:** If selected for promotion to a higher grade while assigned to my current grade position, I must vacate the position within 6 months of my promotion effective date (PED) or I will be transferred to the IRR. I understand the the position will not be upgraded for the purpose of allowing me to pin on.

****For all inquires regarding your application engage via the respective myFSS case****

I certify that my application is complete and is submitted as one (1) PDF file, in the order listed below minus the DAF1288 - load separate

SIGNATURE (INK or DIGITAL CAC)

DATE

The below attachments are required. ALL must be included and submitted through myFSS/ AFRISS -TF; standard naming convention DOC TYPE - RANK LNAME, FNAME. Incomplete applications will not be considered.

- ☐ DAF1288 current version in epubliishing, Appliction for Ready Reserve Assignment - Do not print DAF1288 to PDF - Load separate
- ☐ Military Biography or Resume w Civ experience (no more than 2 pages recommended)
- ☐ Career Data Brief
- ☐ Last 3 OPRs/OPBs, must submit in order starting with the most recent report
- ☐ ARCNet Report
- ☐ AFFMS II Results (All pages)
- ☐ Letter(s) of Recommendation (optional). If included, must be signed, ink or digital CAC & dated (Limit 5 per application)
- ☐ Flight History Report and Individual Data Summary dtd within last 30 days per HARM (Current & previous Rated AFSCs only)