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**PARTICIPANT APPLICATION**



This application serves to validate program compliance, applicant eligibility, and to obtain command approval to participate in a Service branch approved SkillBridge/Career Skills Program (CSP).

Eligibility criteria for training program, and active duty applicants, is outlined in the DOD Instruction 1322.29. Additional criteria set for by the individual services may apply.

Appropriate command authorization (i.e., Commanding Officer) signature is required for program consideration and acceptance.

**ACTIVE DUTY APPLICANT INFORMATION**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Rank Last Name First Name

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Command Rate/MOS Separation Date (EAOS/EAS/ETS)

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Home Phone Work Phone Email

**SKILLBRIDGE/CAREER SKILLS TRAINING INFORMATION**

Service Branch Facilitated: NAVY / ARMY / USMC / USAF

Program Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Program Duration (Start/End Dates): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Training Location: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Type Credential/Certification/Certificate of Completion: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Training Program POC (Name/Email/Phone): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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\*Please include any additional program support materials (i.e., promotional flyer, training agenda) with this application for command review and consideration.

**Check Y/N Participation Requirements (Applicant must provide documentation to collaborate information below)**

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| --- | --- | --- |
|  |  | Applicant possesses a current driver’s license and has adequate transportation to ensure attendance as scheduled. |
|  |  | Applicant has completed, or will complete Transition Assistance Program (TAP) requirements. |
|  |  | Applicant has successfully passed their most recent physical fitness assessment. |
|  |  | Applicant has been recommended for advancement or promotion and retention on most recent evaluation. |
|  |  | Applicant has attended an ethics brief within the last 12 months (from start of the skills training program). |
|  |  | Applicant will not be excused for personal business during normal training hours. All personal business must be completed before or after class. Command will be notified of any unexcused absences. |
|  |  | Applicant will be within 180 days from separation (EAOS/EAS/ETS) when in-class training commences, and have sufficient time left in service to complete program prior to separation. Approval to participate past enlistment may be authorized by training provider. |
|  |  | Applicant’s command MUST provide formal documentation (i.e., No-Cost TAD Orders, No-Cost TDY Orders, Memorandum of Participation) upon commencement of in-class training directing Service member to report to the designated site for duration of training. |
|  |  | Applicant is aware of any associated enrollment fees, and has the means to covers those costs if accepted into this training program. |
|  |  | Upon successful completion of program, Service member will coordinate with parent command to receive appropriate Service Record entry to document successful course completion, and to complete the checkout process. |
|  |  | Applicant has not previously completed, currently participating in, or had been terminated from an employment skills training program. |

**MANDATORY COMMAND AUTHORIZATION**

The First Field Grade Commander/Commanding Officer’s signature below acknowledges the applicant has met the instructional requirements, and IF selected is authorized to participate in the SkillBridge/CSP opportunity outlined on this application. NOTE: Command authorization does not guarantee program acceptance. Select programs require additional screening (i.e., interview, background check, etc..) prior to selection.

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Rank Name Telephone

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Date Signature Email