



Qualification Criteria



- All AFSCs are eligible
- Active duty Senior Airmen or Staff Sergeant Selects, and Staff Sergeants who meet the criteria outlined in AFI 36-2301, *Developmental Education*, as of course start date, are eligible to attend the IALS
- Have outstanding individual professional performance reports
- Must have completed CCAF degree by application deadline
- Spanish proficiency of 2+/2+ or higher on the Defense Language Proficiency Test (DLPT) (**Current until course completion**)
 - Spanish oral interview (normally via telephone) will be conducted on final candidates
- Must be physically fit and have a current score of 75 or above on the AF Fitness Test, as students will be expected to participate in IALS fitness program. *Per AFI 36-2301 para 3.16.4 – Coordinate medical profiles through the wing training manager to receive approval to attend EPME*



Ineligibility Criteria



- Individuals who have attended In-Residence USAF ALS**
- Active *Unfavorable* Information File (UIF)**
- Deferred for promotion**
- Individuals who report to the Academy with an uncoordinated and/or unapproved medical profile will be returned to their unit at unit's expense. All Int'l ALS students are required to actively participate in physical fitness activities.**



New IALS Selection Process



TOP Release IALS Application Memo

Spanish Proficiency Screening

IALS Selection Board

837 TRS Selection of all Candidates

Members Attend IALS

- Approximately 24 seats are approved for this program every FY
- Packages will be submitted to 837trs.top.2@us.af.mil for initial review

- TOP will forward packages of qualified candidates to IPME
- IPME Flight will conduct a Spanish screening interview with all qualified candidates
- The interviewer will assess the nominees in two areas: verbal communication and listening comprehension and will ask questions to ascertain applicant's reading ability
- Candidates' packages will then be submitted to the IAAFA Selection Board

- IAAFA will conduct a selection board
- The board selects 24 USAF E4s/E-5s to attend the IALS course for that FY
- Board President will forward list of qualified candidates to IPME Flight
- TOP/Flt CC will make final selection

- Primaries and alternates will receive notification from their chain of command and/or Formal Training office

- Members are contacted by IAAFA with a minimum 20 days prior to their IALS class for TDY Orders and reporting instructions



Application Process



- Eligible Airmen must be recommended by their Squadron Commanders and endorsed by their First Sergeant (Sq/CCF)
- Sq/CCF must send application packages and provide Quality of Force/endorsement statement to 837trs.top.2@us.af.mil along with:
 - Copy of the member's SURF
 - Squadron Commander's Recommendation
 - Copies of last 3 Enlisted Performance Evaluations
 - Official Fitness Printout – include nominee's Air Force Fitness Management (AFFMS II) printout
 - Any medical profile (AF 422)



SQUADRON COMMANDER RECOMMENDATION TEMPLATE



DD MMM YY

MEMORANDUM FOR FY18 INTERNATIONAL ALS SELECTION BOARD

FROM: Office Symbol
Address
Base, State ZIP

SUBJECT: Letter of Recommendation for SrA John Q. Adams

1. Sq/CC or equivalent should highlight nominee's leadership qualities and benefits of the program for the Air Force and the Airman's career. It is imperative that Sq/CCs nominate the best possible candidate(s) who will honorably represent their unit and the United States Air Force and are prepared to conduct themselves in an American ambassadorial capacity to Latin American students.
2. This bullet must include a statement of understanding that the nominee must be available for any of the classes scheduled and the class dates do not interfere with known deployments or other mission requirements.
3. Sq/CC lists his/her e-mail address, and duty phone.

Squadron A. Commander, Rank, USAF
Duty Title



PERSONAL STATEMENT TEMPLATE



DD MMM YY

MEMORANDUM FOR FY18 INTERNATIONAL ALS SELECTION BOARD

FROM: Office Symbol
Address
Base, State ZIP

SUBJECT: (FOUO) IALS Application Personal Statement

- DLPT Score: 2+/3 (Example)
DLPT Date: 16 May 2014 (Example)
Fitness Score: 94.3% (Example)
Fitness Date: 21 Jan 2014 (Example)
- This bullet will be a typed, single-spaced, outlining reasons for desiring selection to attend IALS including, but not limited to: job experience, Spanish/LATAM experience, how attendance will further career. NOTE: Templates/Examples for this bullet are not available original work is encouraged.
- By signing below, I understand that I may be assigned to any of the three IALS course dates and none of which interfere with known deployments or other mission requirements. If selected, my preferred class dates, in order of preference, are as follows: list your requested dates in order of preference here.

JOHN Q. ADAMS, SrA, USAF
000th Flying Training Squadron

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