

**BY ORDER OF THE  
COMMANDER**



**NJANG INSTRUCTION 36-2301**

22 May 2012

*Personnel*

**PROFESSIONAL MILITARY EDUCATION REQUIREMENTS  
FOR DEFINITELY PROMOTE**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**NOTICE:** This publication is available electronically on the 108<sup>th</sup> Wing and 177<sup>th</sup> Wing local area network. The instruction applies to all units assigned to the New Jersey Air National Guard.

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(Major Lola Washington)  
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This instruction implements the guidance of the Air Force Instructions (AFI) 36-2301, *Developmental Education*, Air National Guard Instruction (ANGI) 36-2301, *Professional Military Education*, Air Force Policy Directive (AFPD) 36-23, *Military Education*, Air National Guard Instruction (ANGI) 36-2504, *Federal Recognition of Promotion in the ANG and as a reserve of the AF Below the Grade of General Officer*. It establishes direction for all officers of the New Jersey Air National Guard (NJANG) regarding completion of Professional Military Education (PME). It describes the impact of PME on an officer's career progression and sets forth procedures to insure understanding of this instruction. Compliance with this policy is mandatory. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afirms.amc.af.mil/>.

**1. PURPOSE:** As an Airman in the profession of arms, officers in the NJANG must obtain and maintain the military qualifications needed for a combat ready and professional force. Among these requirements is the completion of PME.

**2. RESPONSIBILITIES:** Each unit commander will ensure that all assigned officers are fully aware of and understand the NJANG's PME policy.

**3. OFFICER PERSONNEL:**

3.1. Except as noted in this instruction, satisfactory completion of PME courses are mandatory for officer promotions in the NJANG. Failure to comply with the policies contained in this instruction may result in disruption of the officer's career eligibility for progression and/or separation from the NJANG. Waivers will only be considered for extenuating circumstances by

the Adjutant General on a case-by-case basis.

3.2. Education is essential to the development of our officer corps. All officers, with the exception of professional officers, should enroll in the applicable Officer PME course outlined in Table 1, as appropriate after attaining enrollment eligibility in accordance with AFI 36-2301 and AFIADL Catalog. For the purpose of this instruction, a professional officer is defined as an officer assigned to a Legal (AFCS 51XX), Chaplain (52XX) or Health Profession (41XX through 48XX) position. Professional officers are strongly encouraged to enroll in the appropriate PME course. All professional officers are required to complete the Senior Development Education in order to attain the rank of Colonel (O-6).

3.3. All officers of the NJANG, except those professional officers noted in paragraph 3.2, must complete the appropriate PME course prior to being promoted under the unit vacancy process (or program or some other defined term). See Table 1.

**Table 1. Officer PME Requirements for Promotion**

<b>For Promotion to</b>	<b>PME Required</b>
Captain to Major	Basic Development Education: (SOS – Squadron Officer School)
Major to Lieutenant Colonel	Intermediate Development Education: (ACSC-Air Command Staff College)
Lieutenant Colonel to Colonel	Senior Development Education: (AWC - Air War College)

3.3. As of 1 January 2010, the use of a Definitely Promote (DP) on the AF Form 709 required to meet a Reserve Officer Personnel Management Act (ROPMA), will be restricted to those officers that have completed the appropriate level of PME. Unless extraordinary circumstances exist, for promotion to Lieutenant Colonel, the officer should have completed Intermediate Development Education, Air Command and Staff College (ACSC). Equivalent courses from other services are only acceptable if done in-residence. For prior service members, the respective service's equivalent course(s) will fulfill this requirement. Professional Officers are "Highly Encouraged" to complete the Basic and Intermediate Development Education. However, to make Colonel it is "required" to complete the Senior Development Course per ANGI 36-2504, paragraph 3.3.5.2.

OFFICIAL

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