

November 26, 18

MEMORANDUM FOR XX XXX/CC

FROM: ORG/SYMBOL [Student]

SUBJECT: Request to Provisional Approval to Participate in the SkillBridge Program

1. Request provisional permission to participate in an internship coordinated by Wingman Recruiting Solutions.

2. The SkillBridge Program permits qualifying Airmen to participate in a program which may lead to post service employment. The Personnel Service Delivery Guide (PSDG Career Skills Program) is available at: https://mypers.af.mil/app/answers/detail/a\_id/36913/

3. Key Dates:

a. DOS/ETS:

b. Projected Internship Start Date:

c. Projected Internship Completion Date:

d. Projected Permissive TDY for Separation Start Date:

e. Projected Terminal Leave Start Date:

4. My internship, Permissive TDY for Separation, and Terminal Leave may not begin sooner that 180 days prior to DOS/ETS. I understand this approval is contingent on actual mission requirements at the time my final application is forwarded for your review by the Education and Training Section Chief (FSS/FSDE).

5. Point of contact for this memorandum is the undersigned at PHONE.

TRUE B. AIRMAN, Rank, USAF

Duty Title

1st Ind, (XX XXX/CC) November 26, 18

MEMORANDUM FOR AIRMAN TRUE B. AIRMAN

You may pursue CSP opportunities IAW with the Personnel Service Delivery Guide (PSDG Career Skills Program). Final approval will be contingent upon mission requirements at the time of your final application is forwarded by the Education and Training Section Chief.

JOHN DEERE, Lt Col

Commander

cc: FSS/FSDE