



*Presented by: Ramstein Education and  
Training Section (ETS)*



# AGENDA

01

Overview &  
Eligibility

02

Program Types &  
Finding a Provider

03

Ethics &  
Guidelines

04

Requesting  
Command Approval

05

Application &  
Timeline Review

06

SkillBridge Partner  
Connections



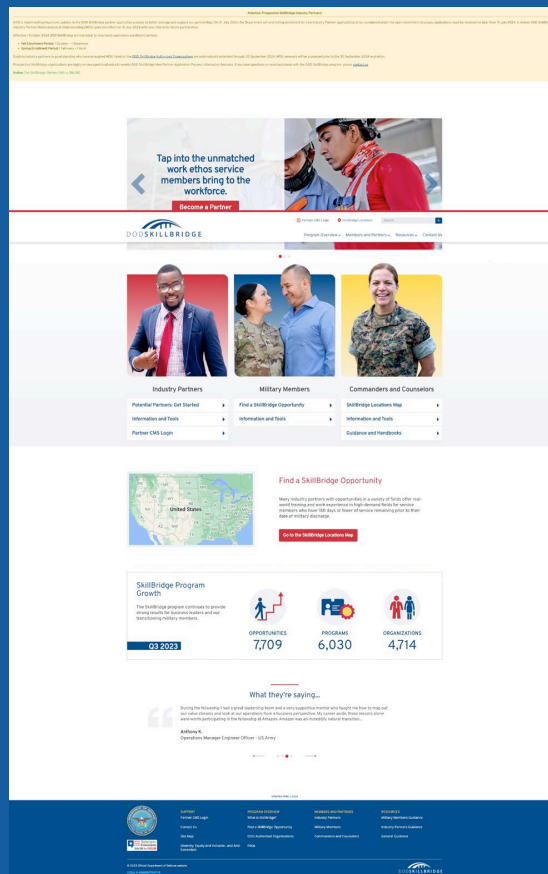
# PROGRAM OVERVIEW

## What is SkillBridge?

- Provides eligible Airmen (officer and enlisted) opportunities to gain valuable civilian work experience through industry training apprenticeships, or internships during the last 180 days of service to help secure civilian employment
- Permissive TDY
- Continue to receive military compensation and benefits during SKB program
- Commander has final approval
  - Based on mission needs
  - No backfill authorized
  - Option to modify, approve, disapprove
  - Can recall member while on SKB



<https://skillbridge.osd.mil>



- Provide monthly briefings
- Answer general SKB questions from commanders, supervisors, member

# SERVICE MEMBER ELIGIBILITY

- Completed 180 days of Active Duty Service
- Must complete TAP Capstone (signed DD Form 2648 on file)
- DOS is reflected in MILPDS or AFPC documentation of pending DOS.

# SKILLBRIDGE PROVIDER ELIGIBILITY

## DoD Approved

### Authorized Providers

- Must be DoD Approved and listed on official SkillBridge website.

## No Cost

### Financial Considerations

- An Airman may voluntarily elect to participate in a SkillBridge Program that charges application, registration, or other minimal fees using his/her personal funds."
- Tuition Assistance and AFCOOL are **not authorized** for SkillBridge.
- Use of **GI Bill is authorized** if provider is VA approved.

## Outcomes

### Employment Opportunities

- Company should have positions available
- Ability to hire SKB participants upon program completion

# PROGRAM TYPES



## Internships

Employee training and tasks learned at a place of work while performing the actual job.



## Employment Skills Training

Education-based training to earn certifications or credentials in a chosen skill/industry.



## Apprenticeships & More

Combination of on-the-job-training and related classroom instruction.

- Virtual, In-Person, and Hybrid options nationwide
  - Virtual programs must include at least 50% synchronous live-engagement with your SkillBridge provider.
- Training can be no more than 180 days; AF Recommends <120 days
- All travel, PTDY for House H/Relocation, SKB training, and Leave (ordinary/Terminal) cannot exceed 180 days

# ENGAGING WITH PROVIDERS

Start researching companies 12 months before DOS.



## Prepare Your Resume

- Convey you meet the qualifications for hire into the position you are seeking.
- Target your resume: incorporate key words and phrases from the job description, highlight your most relevant qualifications.



## Expect to Interview

- Show you are a strong candidate for a position following SkillBridge.
- Research the company's mission and vision.



## Explore Options

- Apply to several positions.
  - Allowed to change companies before SKB Start Date
- If you don't receive a response, use LinkedIn to connect with different recruiters.

# ETHICAL CONSIDERATIONS

## Conflicts of Interest

- May not accept pay, wages, stipends, or any monetary payment; non-pay benefits considered when equitably offered to all participants.
  - Providers may provide travel, lodging, sustenance, etc. If they are provided to all participants.
- May not work with government contracts where financial interests exist.
- Activities that represent/endorse political parties or private organizations are prohibited.
- Functions that are inconsistent with AF Standards of Conduct are prohibited. (ex. Cannabis industry)

# OTHER CONSIDERATIONS

## Getting Started

- **Discuss SkillBridge with your leadership as early as possible.**  
**The approval authority must be a field grade commander, on G-Series orders, and in the member's chain of command.**
- **Set a goal:** Identify desired industry/salary/position.
- Use remaining time in service to enhance qualifications & skills and build your network.
- Contact 786 MPF or CSS for questions regarding orders

## During SkillBridge

- Must adhere to AF standards of conduct and maintain daily accountability to your unit.
- Leave during SkillBridge is not authorized.
- Training may not exceed 40 hrs/week.
- Recall possible for:
  - Mission Requirements
  - Standards of Conduct
- Cannot change programs once started.
- BAH, based on Zip code location of Skillbridge/Terminal Leave

# SUMMARY

- Best Time to Apply for Skillbridge with company
- Earliest date to apply in AFVEC

SkillBridge  
Training  
Window

Complete  
mandatory SKB  
Exit Survey

12+  
Months

Up to  
12 Months

Up to  
210 Days

Up to  
180 Days

Up to  
60 Days

DOS

- Set a Career Goal
- Research Companies
- Network
- Start TAP
- Build a Resume

May request  
Expedited  
Separation  
Orders  
*if leaving the  
local area*

Terminal Leave &  
Civilian Employment

### Application Package Includes:

- Application
- Signed DD Form 2648
- Acceptance Letter
  - Program Start/End Dates
- Training Plan
  - Work Days/Hours NTE 40/week

01

Get accepted into a SkillBridge program.

Request an **acceptance letter & training plan** from your provider.

02

Complete Virtual SkillBridge Training in AFVEC.

03

Submit your application and required documents in AFVEC.

04

Retrieve your MOP & submit all relevant PTDY requests to include *Relocation/Househunting if applicable, SkillBridge, and Ordinary Leave/Terminal Leave to your unit CSS.*

## UNIQUE SITUATIONS

### Medical Evaluation Board

Requires an ETP be submitted and approved by HAF/AIDL before SkillBridge application can be accessed. ETP is submitted in AFVEC.

180-Day Eligibility window from FL-4 Date (from PEBLO)

Must stay in the local area for SkillBridge

### Going into the Reserves

No impact on SkillBridge eligibility if going into regular Drill Status.

If receiving active orders, no need for SkillBridge since you will have full time employment.

If early release, must have approved DOS to apply for SkillBridge.

### Re-enlistment or Extension

Airmen who wish to re-enlist or extend while in SkillBridge must immediately terminate their SkillBridge PTDY and return to their unit.

*Future opportunities to participate in SkillBridge are not authorized.*

# UNIQUE SITUATIONS

## Colonels

ETS sends package to Colonel's Working Group

- 1) Package staffed through O-6's chain of command
- 2) Endorsement from the SLMO
- 3) MAJCOM/COCOM CC, DCOM, or HAF/SAF equivalent level
- 4) HAF/AILO\*

Requests that are properly coordinated can be submitted by the Colonel's SLMO to HAF/AILO at: [AF.A1LO.Workflow@us.af.mil](mailto:AF.A1LO.Workflow@us.af.mil)



## Questions?



### Policy References

**DAFI 36-2670: 6.10: SkillBridge Program**

**DAFI 36-3003 Table 4.3**

**DODI 1322.29**

#### Contact Us

**Who:** Education and Training Section

**When:** 0900-1500 M/T/Th/F  
0900-1330 Wed

**How:** DSN: 314-480-2032  
Comm: 06371-47-2032

[86fss.ramsteineducationcenter@us.af.mil](mailto:86fss.ramsteineducationcenter@us.af.mil)

**Where:** Bldg 2120, 4th Floor, Room 421

