

NYANG Active Guard Reserve (AGR) Application Instructions and Supplemental Information

Eligibility Criteria: Applications will be accepted from individuals who meet the following prerequisites included in:

- ANGI 36-101, *Air National Guard Active Guard Reserve (AGR) Program*
- AFI 48-123, *Medical Examinations and Standards*
- AFI 36-2905, *Air Force Physical Fitness Program*

Required Documentation for Application:

Applicants must submit the following documents (incomplete packages or applications without a signature will be deemed ineligible for consideration):

1. Application Checklist - Found on the DMNA website.
2. NGB Form 34-1, *Application for Active Guard/Reserve Position*, dated 20131111 (previous editions are obsolete)
3. Records Review (RIP) – Must be dated within 60 days of position close out date; can be obtained through the AF Portal under Virtual MPF (vMPF). Note: The Career Data Brief is NOT acceptable
4. Clearance verification memorandum- if your clearance date is out of scope on your RIP, a memo obtained from the Unit Security Manager or IPO must be submitted, dated within 90 days of vacancy closeout date (ensure the signature is not stripped)
5. Army applicants must provide Enlisted Record Brief, Red Report and NGB-23A (RPAM)
6. Current Fitness Assessment - (found on AF Portal, myFitness) must be current (not expired) and passing as of the Vacancy Announcement close out date.
7. DD Form 214 (Statement of Active Service) – Must submit Member Copy 4 for any Active Service period that a DD Form 214 was issued. Not required for On-Board Permanent NYNG AGR Personnel
8. Enlisted service members applying for a newly commissioned opportunity, include: AF Form 24, *Application of Appointment as Reserve of the Air Force or USAF Without Component*, AFOQT Scores, Current Official College Transcripts
9. Officer applicants must provide AFOQT scores and copy of college transcript or degree if applying for a cross training announcement
10. Optional: Cover letter, Biography, Resume, EPRs/OPRs, References, etc.

Completion of Application:

- Applicants must type and digitally sign/date or print in legible dark ink and sign/date each application. Failure to sign/date these forms will render the application incomplete, and the application will not be considered.
- Missing documentation will render the application incomplete, and the application will not be considered.
- If submitting the package via email, combine all attachments into one PDF document. Name application PDF: (VA#-LNAME,INITIAL for example: A22-001A-SMITH,D)

** NO ADDITIONAL CONTENT MAY BE SUBMITTED AFTER THE
CLOSE OUT DATE, OR AT THE TIME OF INTERVIEW**

Submission of Application: Options to apply:

- Email the completed/signed application package to: ng.ny.nyarng.list.air-agr-applications@army.mil

- Email must be received NLT 2359 EST on the closing date of the advertisement
 - The AGR branch will not accept supplemental information to be added or changed to an application package after closeout and will not accept late applications. There are no exceptions to this policy.
 - Do not email submit package using AMRDEC/GEARS etc. as this will not be accepted
 - The Air-AGR branch is not responsible for any technical issues related to meeting the submission deadline, if you are having issues contact our office.
- Mail the completed/signed application package to the address below:
 - Must be postmarked by the closeout date: There are no exceptions to this policy
 - Federal law prohibits the use of government envelopes or postage for submission of application packages

DMNA
 ATTN: MNHF-AGR (AIR)
 330 OLD NISKAYUNA ROAD
 LATHAM, NEW YORK 12110-3514

- Hand deliver the completed/signed application package to the Air-AGR Branch during business hours (See address above)

The New York National Guard is an Equal Opportunity Employer. Personnel on Title 32 Tours will be protected under Title VI of the Civil Rights Act of 1964 against discrimination based on race, color, religion, gender, or national origin

Areas of Consideration Defined:

AOC 1 - On Board AGR Only: The unit may or may not have an available AGR authorization and may fill position from current on-board AGR members (Category 1 AGR's excluded).

AOC 2 - Category 1 AGR: Category 1 AGR members may apply for On Board Category 1 vacancies within their own program element (i.e. Security Forces, Recruiters, Retention Office Managers, 224th ADG DET 1 & 2, NSF and EADS members) and installation. ****Must be within same Program Element Code (PEC)****

AOC 3 - All Eligible (A/E): All members at the Wing, (to include AGR, Technician, and Drill Status Guardsman) are eligible to apply. An AGR asset is available for a new hire.

AOC 4 – Statewide: All current NYANG members are eligible to apply. An AGR asset is available for a new hire.

AOC 5 – Nationwide: All Air National Guard, Air Force Reserve, Army National Guard/Reserve, Active Duty from all components, prior service may apply. An AGR asset is available for a new hire.

Supplemental/Accession Information:

1. The intent of the AGR program is to assess AFSC qualified individuals. However, any applicant selected who does not possess the AFSC, must sign an agreement to retrain.
2. Enlisted personnel applying for officer positions must be eligible for commissioning in accordance with local unit Recruiting and Force Development Office (FDO) guidance prior to applying for AGR announcements. Assignment to the AGR tour will not become effective until the individual is commissioned.
3. Fitness: AGR Airmen are subject to the provisions of AFI 36-2905, Fitness Program. Airmen must meet the minimum requirements for each fitness component in addition to scoring an overall composite of 75 or higher for entry into the AGR program. For members with a documented Duty Limited Code (DLC) which prohibits them from performing one or more components of the Fitness Assessment, an overall "Pass" rating is required.
 - **Fitness Assessment must be current (not expired) and passing by close out of Vacancy Announcement****

4. Security Clearance: AGRs must have a current favorable adjudicated personnel security investigation that is commensurate with their currently assigned AFSC.
5. Separated for Cause: Airmen who voluntarily resigned from the AGR Program in lieu of adverse personnel actions or have been involuntarily separated from the AGR Program are not eligible to reenter the program.
6. Inability to attain 20 years TAFMS: AGR applicants should be able to attain 20 years TAFMS in the AGR career program. Waiver authority of this requirement is The Adjutant General. Individuals selected for AGR tours that cannot attain 20 years of active federal service prior to reaching mandatory separation, must complete a Statement of Understanding.
7. Medical Requirements. Applicants for permanent, occasional or AGR deployment backfill tours must meet the requirements outlined in ANGI 36-101.
8. Initial tours are a three-year probationary period with career potential. Members records will be reviewed for consideration into career status by the AGR Continuation Board (ACB) prior to the third calendar year of initial orders. Exceptions to the three-year requirement must be approved by HRO. Not applicable to current NYANG members already in career status with NYANG or service members with over 20 years TAFMS.
 - a. Applicants are advised that consideration for continuation of their tour beyond the initial period is dependent upon satisfactory performance, successful completion of required course of instruction, and continued compliance with fitness standards.
9. The following controlled grades (E8, E9, O4, O5, and O6) are subject to availability. Individuals may not be selected for an initial tour in these controlled grades without the approval of MNHF-AGR.
10. Start dates for new hires are approved by HRO. Service members may not start their tour until AROWS orders are published.

THE FOLLOWING ATTACHMENT 2, TAKEN FROM ANGI36-101, IS UTILIZED TO SCREEN APPLICANTS FOR ELIGIBILITY. THIS IS FOR APPLICANTS' REFERENCE ONLY, PLEASE DO NOT SUBMIT WITH APPLICATION PACKAGE

AGR ELIGIBILITY CHECKLIST
Reference ANGI 36-101 Attachment 2

Qualification:			
Notes:			
Applicant Name:		Rank:	
Duty Status:	Unit Assigned:	AFSC:	
TAFMS:	ETS:	Additional AFSC:	

Vacancy Announcement Information

VA #		Rank:		AFSC:	
VA Title:					
VA Close Date:		Date Applicant Reviewed:		AOC:	
Additional VA requirements:					

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has individual been separated "for cause" from active duty or a previous Reserve Component AGR tour? (34-1)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has a current and passing fitness score with an overall composite score of 75 points or higher. (MyFitness)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does applicants grade exceed the maximum military grade authorized on UMD for position? (If yes, written agreement to be administratively reduces is required)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant possesses the announced AFSC and/or is qualified for entrance into the announced AFSC?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant must retrain to AFSC _____ from entry level if selected
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant has the minimum current security clearance required or an updated clearance investigation initiated prior to receiving the new AGR order?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If Top Secret clearance not held but required, Airman initiated a new security investigation upgrade prior to receiving the new AGR order?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Date of applicants' security clearance _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant received referral performance reports within 2 yrs or has established UIF within last 2 yrs-enlisted or 5 yrs-officer?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	AFECD or AFOCD aptitude requirements: (minimum requirements met IAW AFECD/AFOCD?) Mech: ___ Admin: ___ Gen: ___ Elect: ___ Applicant aptitude scores: Mech: ___ Admin: ___ Gen: ___ Elect: ___

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant will require aptitude testing to meet entrance requirements IAW AFECD or AFOCD for AFSC _____ if selected?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant has sufficient retainability to complete twenty years of active duty prior to MSD?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Applicant is in sanctuary—between 18 to 20 total active federal military service (TAFMS)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will a PCS move be required?
Officer applicant only:			
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If officer applicant is not a current member of the ANG does the individual have a Bachelor's or higher degree?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Officer applicant's DOR: _____ Grade: _____ ROPMA date: _____
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If an officer position and enlisted applicant, applicant is eligible for commissioning upon application for AGR position?
***All selected applicants will require a 2096 and Form 1 for action			

SAVE FILE AS...

REFERENCE