

Attachment 8 Standardized Extension Worksheet

Privacy Act of 1974, Authority 10 USC 8012, Secretary of the Air Force powers and duties; delegation by AFI 36-2608, Military Personnel Records System. Information from this system of record may be disclosed for any use of the Air Force. If you do not give the required information, it will not be possible to process your request.

Grade/Rank	NAME (Last, First, Middle)	SSN (Last 4)	CAFSC	Unit/Deployed Unit
Duty Phone/Deployed Duty Phone		Email Address/Deployed Email Address		Home Station (Deployed Only)
Unit Commander/Civilian Director Name, Email and DSN		CSS Name, Email Address and DSN		Number ext months (MPF use)

Leave Selection on first Extension of enlistment only. I select the following option (Check one)

- Carry fwd all my leave
 Cash settlement for all accrued leave
 Cash settlement for ____ days

Extension Reason (mark one)

- | | |
|---|---|
| <input type="checkbox"/> Promotion to MSgt, SMSgt, CMSgt | <input type="checkbox"/> Retire first day of the month following HYT, adjusted HYT or age 60 |
| <input type="checkbox"/> Retire NLT first day of month following comp of 20 yrs TAFMS (other than HYT) | <input type="checkbox"/> Retire in lieu of PSC assignment |
| <input type="checkbox"/> Retire during an extension period | <input type="checkbox"/> Permit medical care due to pregnancy (Airman/Spouse) or or serious injury/illness |
| <input type="checkbox"/> Remain on active Duty pending completion of MEB/PEB or Medical Hold (RE code 4K) | <input type="checkbox"/> Retain for assignment (CONUS/OCONUS) PCS, PCA, TDY or qualify for SRB in conjunction with assignment |
| <input type="checkbox"/> Retain for command sponsorship at OCONUS | <input type="checkbox"/> Retain for OCONUS tour ext or indef DEROS |
| <input type="checkbox"/> Commission or approved Education program or to quality for PME | <input type="checkbox"/> Retain for training, approved retraining (OJT/formal school) |
| <input type="checkbox"/> Complete Control Roster Observation | <input type="checkbox"/> Attain passing fitness score and Airman is coded IAW Table 5.6, Item 9 |
| <input type="checkbox"/> Complete ADAPT Program | <input type="checkbox"/> Complete period of probation and rehabilitation |
| <input type="checkbox"/> Complete suspended punishment pursuant to Art 15, UCMJ | <input type="checkbox"/> Complete an investigation by Mil/Civ authorities/await disposition of civ court charges/await outcome of invol sep |
| <input type="checkbox"/> Process SRB appeal, lengthy service determination, await decision of AF C&PB or SecAF decision | <input type="checkbox"/> Process an extension of enlistment appeal (cancellation or disapproval) |
| <input type="checkbox"/> Attain US citizenship or to extend to meet retainability req for security clearance IAW AFI 31-501 | <input type="checkbox"/> Process for separation following demotion |
| <input type="checkbox"/> Separate at HYT date | <input type="checkbox"/> Retain for 12 OAY |
| <input type="checkbox"/> Retain for any reason (FTA Personal Convenience) | <input type="checkbox"/> Extend for any reason in the Best Interest of the Air Force |
| <input type="checkbox"/> Qualify for Transfer of Benefits under the Post 9/11 GI Bill | <input type="checkbox"/> Qualification for Continuation Pay under BRS |

Extension Counseling

- a. I understand I may sell leave only on my first extension of enlistment and only up to 60 days during my career and my leave is sold once enter this extension. If I change my election, I must notify the Reenlistments office any time prior to the 10 calendar days period before entering the extension.
- b. I understand I may only extend the number of months required to meet the retainability requirement; however, if my AFSC is on the list, I may be able to extend for a longer period to qualify for SRB even though less retainability is required when the extension is IAW AFI 36-2606, Table 6.2, Rules 12, 13, 14, and 29.
- c. I understand my SRB entitlement (if eligible) is based on the date I sign the extension and the zone is determined based on when I enter the extension and I understand I must extend in one increment between 36 and 48 months to qualify for an SRB.
- d. I understand that once I execute this extension I can only cancel it if the reason is cancelled or no longer exists.

Signature of Airman

Date