MEDICAL WAIVER

Exception to Policy (ETP) Checklist

- ➤ All ETPs are approved on a case by case basis. Every situation is unique and Squadron Officer School (SOS) carefully reviews each package.
- ➤ ETPs are not required for Profiles or Exemptions due to pregnancy or 12-month postpartum deferment period; however, an ETP will be required if pregnant/post-partum member has another duty-limiting condition.
- ➤ If your profile states you are restricted from attending TDYs, then we must have either a MFR or AF FORM 422 from your PCM giving you authorization to attend SOS.
- If you are unable to attend SOS at a later date after your medical profile expires, this should be made explicitly clear in your ETP with supporting evidence.
- All ETPs <u>MUST</u> be signed by your <u>Wing Commander (WG/CC) or equivalent</u> and forwarded from their org/exec (CCE) account, etc. You **MAY NOT** send your own ETP.
- ➤ All ETPs <u>MUST</u> be mailed to the SOS Student services at <u>sos.od.studentservices@us.af.mil.</u> Refer to the "Dates and Deadlines Info" tab for waiver deadline dates; all packages must be submitted by 1200 CST on the applicable date.
- You <u>MUS</u>T use the e-mail staff summary sheet (eSSS) template in this document to ensure SOS has all the necessary information to make an informed decision (DOR, TAFCSD, Promotion Board date, etc).
- Your Air Force Fitness Management (AFFMS) printout MUST include <u>your entire PT</u> <u>test history</u> from 2nd Lt to your most current test.

 Please provide file in <u>Landscape</u> orientation so that all information can be clearly read.
- ALWAYS check the status of your ETP. Do NOT assume that you are cleared to proceed to SOS without confirming your ETP is approved.
- You are authorized to contact SOS Student Services directly regarding your



Your Organizational Letterhead here

MEMORANDUM FOR SOS/CC

FROM: XYZ WG/CC

SUBJECT: Medical Profile ETP for Capt FIRST LAST

1. Insert a brief explanation of the reason you are requesting an exception to policy. If you are unable to attend SOS at a later date after your medical profile expires, this should be made **explicitly** clear and should include supporting evidence.

Example:

- 1. Capt Doe is currently on a medical profile and due to a substantial recovery period, this is Capt Doe's last look for SOS before becoming ineligible to attend. I request an exception to policy for Capt Doe to attend SOS Class 24X.
- 2. If there are any questions or comments please contact Lt Col Jake Doe, 82 FS/CC (must be member's SQ/CC or equivalent), DSN: XXX-XXXX.

Jane Doe, Brigadier General Commander

- 2 Attachments:
- 1. Capt Doe's AF FORM 469
- 2. Capt Doe's Fitness Assessment

AF FORM 469 (available from Medical Provider)

This form is governed by the Privacy Act of 1974. (Blanket PAS 1974, Routine Uses). Disclosure of requested information is mandatory. AFI 33-332

AN MAJCOM / INSTALLATION Squadron / Unit of Assignment Duty Telephone: Duty Telephone: Duty Telephone: Duty RESTRICTIONS	ne (Last, First MI)	UTY LIMITING C	DANK	DATE	95/2004/98/98/15
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AF Fitness Assessment Management System (AFFMS) Printout

2/1/24, 2:24 PM

MyFitness Individual Fitness Tracker

Report For: CAPT JOHN DOE

Base: MAXWELL

Service Component: ①

REGULAR

File Type Name: 🕥

AF OFF ACT MBR

Report Run:

2/1/2024

Date of Birth:

10/19/1988

Gender: ①

F

Organization Name:

0000 SQUADRON OFFICER SCHOOL 0000

Recent Physical Fitness History

Date	Cardio Score	Strength Score	Endurance Score	Composite Score
4/26/2023	54.5	20.0	17.4	91.9
Date	Cardio Score	Strength Score	Endurance Score	Composite Score
10/24/2022	55.0	17.4	16.0	88.4
Date	Cardio Score	Strength Score	Endurance Score	Composite Score
4/5/2022	54.5	17.8	16.4	88.7
Date 4/22/2021	Cardio Score	Strength Score	Endurance Score	Composite Score
Date 19 <i>17</i> 1909 ก	Cardio Score	Strength Score	Endurance Score	Composite Score

2/1/24, 2:24 PM

MyFitness Individual Fitness Tracker

Ехр.

Not Exempt

Endurance

Not Exempt

Ехр.

Not Exempt

Last Fitness Level(s)

Fitness Category Excellent	Composite Score 91.9	Date 4/26/2023	Composite Exemption Type
Fitness Category	Composite Score	Date	Composite Exemption Type
Satisfactory	88.4	10/24/2022	
Fitness Category	Composite Score	Date	Composite Exemption Type
Satisfactory	88.7	4/5/2022	
Fitness Category	Composite Score	Date	Composite Exemption Type
Composite Exempt		4/22/2021	Commander
Fitness Category Composite Exempt	Composite Score	Date 12/7/2020	Composite Exemption Type Commander

Strength

Not Exempt

Cardio

Not Exempt

Exp.

Not Exempt

Fitness History - Details

Date	1.5 Mile Run	Cardio Score	HR Push-ups	Strength Score	Crunch	Endurance Score	Composite Score
4/26/2023	14:26	54.5	33	20.0	35	17.4	91.9
	Category		ight 	Weigh		0.00	MI
Exc	ellent	6	1.5	118.0	Į.	21	.93
Date	1,5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score
10/24/2022	14:11	55.0	29	17.4	35	16.0	88.4
Fitness	Category	He	ight	Weigi	ht	В	МІ
Satisfactory		61.0		118.0		22	29
Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score
4/5/2022	14:36	54.5	31	17.8	36	16.4	88.7
Fitness Category		Height		Weight		вмі	
Satisf	actory	61	1.0	118.0	1	22.29	
Date	1,5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score
4/22/2021							0.0
Fitness Category		He	ight	Weight		ВМІ	
Composi	te Exempt	6	1.5	108.0)	20	0.07
Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score
12/7/2020							0.0
Fitness Category		Hei	ight	Weight		BMI	
Composite Exempt 61.5 108.0 20		0.07					
	1.5 Mile Run	Cardio Score		Strength Score	Sit-ups	Endurance Score	

24, 2:24 PM		MyFitness Individual Fitness Tracker								
	Fitness Category		Height		Weig		ВМІ			
	Composi	te Exempt	61	.5	108.	0	20	0.07		
8	Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups		e Composite Score		
	4/16/2019	14:09	52.8	46	10.0	44	9.5	92.3		
	Fitness	Category	Hei	ght	Weig	ht	E	BMI		
	Exc	ellent	61.5		0.801		20.07			
	Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score		
	1/22/2019	14:29	51.2	41	9.5	32	0.0	80.7		
	Fitness Category		Height		Welght		ВМІ			
	Satisfactory		61.0 110.0		0	20.78				
£5	Date	1.5 Mile Run	Cardio Score Push-ups		Strength Score	Sit-ups	Endurance Score	Composite Score		
	7/10/2018	15:08	49.3	41	9.4	43	7.8	86.5		
	Fitness Category		Height		Weight		вмі			
	Satis	factory	60.5		108.0		20.74			
*	Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score		
	12/7/2017	15:35	46.9	32	8.4	39	6.5	81.8		
	Fitness Category Satisfactory		Height 60.5		Weight 111.0		BMI 21.32			
	Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	Composite Score		
	5/8/2017	14:26	51.2	42	9.5	44	8.0	88.7		
	Fitness	Category	Height		Welght		вмі			
	Satis	factory	61	.0	110.	0	20	0.78		

:24 PM				Fitness Individual Fitness Ti				
Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups		e Composite Score	
10/11/2016	13:46	54.2	35	8.8	39	6.5	89.5	
Fitness	Category	Hele	ght	Welg	ıht	E	змі	
Satis	actory	62	.0.	106.	0	19	1.39	
Date	1,5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	e Composite Score	
10/7/2015	13:45	54.2	42	9.5	43	7.8	91.5	
Fitness	Category	Hei	ght	Weig	iht	E	вмі	
Exc	ellent	61	.0	102.0		19	3.27	
Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	e Composite Score	
4/7/2015	14:04	52.8	38	9.1	43	7.8	89.7	
Fitness	Fitness Category		Height		Weight		вмі	
Satisfactory		61.0		107.0		20.22		
Date	1.5 Mile Run	Cardlo Score	Push-ups	Strength Score	Sit-ups	Endurance Score	e Composite Score	
4/28/2014	14:03	52.8	35	8.8	47	8.8	90.4	
Fitness Category		Height		Weight		ВМІ		
Exc	ellent	61	.5	104.	0	19.33		
Date	1.5 Mile Run	Cardio Score	Push-ups	Strength Score	Sit-ups	Endurance Score	e Composite Score	
4/29/2013	13:02	56.2	29	8.1	44	8.0	92.3	
Fitness Category Excellent		Height 61.5		Weight 101.0		BMI 18.77		
								Date
4/25/2012	14:00	54.2	41	9.4	46	8.6	92.2	
Fitness	Category	Hei	ght	Weig	ıht		змі	
Excellent		61	0	100.0		18.89		

https://myfss.us.af.mil/USAFCommunity/s/myfitness-individual-fitness-tracker

5/6

E-Mail Staff Summary Sheet (SSS) to SOS Student Services at

sos.od.studentservices@us.af.mil

(Copy and Paste info below into an e-mail)

	ROUTING:
Wg/CC	
SOS/A3/5	
	STAFF SUMMARY

AO: RANK First MI last, SQ/Office, DSN XXX-XXXX (THIS SHOULD BE YOUR **SQUADRON COMMANDER OR EQUIVALENT**). THEY WILL BE REQUIRED TO ANSWER ANY QUESTIONS SOS LEADERSHIP MAY HAVE REGARDING THE INDIVIDUAL'S ETP.

SUSPENSE: DD-MMM-YYYY

- 1. PURPOSE. To approve an Exception to Policy to allow Capt FIRST LAST to attend SOS Class 24X on profile.
- 2. BACKGROUND.

THIS SECTION SHOULD OUTLINE THE INFORMATION ABOVE AS WELL AS ANY AMPLIFYING INFORMATION THAT WOULD AID THE SOC/CC IN FORMULATING A DECISION.

3. Capt XXXX has an AF FORM 469 with an expiration date of XXXX. Capt XXXX's AF FORM 469 limits (list exemption and/or restrictions: running more than 1 mile, pushups, sit-ups, etc.) Capt XXXX commissioned in XXXX, has a DOR to Captain in 20XX, and will meet the O4 promotion board in 20XX.

WING COMMANDER (OR EQUIVALENT) SIGNATURE BLOCK

Tab(s)

- 1. Capt XXXX's AF FORM 469
- 2. Capt XXXX's Fitness Assessment