

**Purpose:** Military personnel records are used at all levels of Air Force personnel management within the agency for actions/processes related to assignment and career development.

**Routine Uses:** DoD 'Blanket Routine Uses'.

**Disclosure:** Disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DOD as a routine use pursuant to 5 U.S.C. 552a(b)(3).

## LANGUAGE ENABLED AIRMAN PROGRAM (LEAP) STATEMENT OF INTENT

All interested candidates desiring consideration **must** complete this **Statement of Intent (SOI)**, and forward to the Air Force Culture and Language Center (AFCLC) by the announced NLT date along with required supporting documentation.

**Applicants must meet all of the following eligibility criteria to apply:**

1. Possess foreign language ability as demonstrated by Defense Language Proficiency Test (DLPT) or Oral Proficiency Interview (OPI) score no older than one year prior to date of the board
2. Commander or Supervisor Endorsement
3. Have a superior performance record

## NOMINEE INFORMATION

*\*Denotes required field*

Last Name\*: \_\_\_\_\_ First Name\*: \_\_\_\_\_ M. I.\*: \_\_\_\_\_

Grade\*: \_\_\_\_\_ Gender\*: \_\_\_\_\_ Security Clearance: \_\_\_\_\_ GPA: \_\_\_\_\_ DLAB: \_\_\_\_\_

Under Graduate Degree: \_\_\_\_\_

Graduate Degree(s) \*: \_\_\_\_\_

Commissioning/or Estimated Date (Officer) \*: \_\_\_\_\_ Commissioning Source (Officer)\*: \_\_\_\_\_

Enlistment Date (Enlisted) \*: \_\_\_\_\_ AFSC: \_\_\_\_\_ Unit: \_\_\_\_\_

Duty Title: \_\_\_\_\_ Duty Location: \_\_\_\_\_

Work Telephone: \_\_\_\_\_ (Comm) \_\_\_\_\_ (DSN) Work Email: \_\_\_\_\_

Cell/Home Telephone: \_\_\_\_\_ Personal Email\*: \_\_\_\_\_

In select circumstances, the USAF may ask for LEAP participants to be retrained into a second language.

This will be on a strictly volunteer basis and based on the needs of the Air Force. I am a volunteer to be retrained into a second language, if Air Force requirements dictate: \_\_\_\_\_ Y/N

## COMMANDER / SUPERVISOR INFORMATION

Commander's Rank\*: \_\_\_\_\_ Name\*: \_\_\_\_\_ Email\*: \_\_\_\_\_

*(Must be in your chain of command and the person who will provide endorsement)*

Base: \_\_\_\_\_ Organization: \_\_\_\_\_ MAJCOM: \_\_\_\_\_

## FOREIGN LANGUAGE PROFICIENCY

**Language #1\*:** \_\_\_\_\_ (ranked by preference) **Heritage/Native Speaker\*:** \_\_\_\_\_ Y/N

**Most Recent DLPT Score:**

Date\*: \_\_\_\_\_ Listening Score: \_\_\_\_\_ Reading Score: \_\_\_\_\_ OPI Score: \_\_\_\_\_

*(Please note: Your DLPT score will be verified to be eligible for board consideration. Scores must be no older than one year prior to the selection board.)*

**Language #1 Experience:**

From: \_\_\_\_\_ To: \_\_\_\_\_ In Country: \_\_\_\_\_ Y/N

**Type of Experience:** (Briefly describe in 50 Words or less. If multiple experiences, please add specific inclusive dates, MM/DD/YYYY, and describe.)

**Language #2:** \_\_\_\_\_ (ranked by preference) **Heritage/Native Speaker:** \_\_\_\_\_ Y/N

**Most Recent DLPT Score:**

Date\*: \_\_\_\_\_ Listening Score: \_\_\_\_\_ Reading Score: \_\_\_\_\_ OPI Score: \_\_\_\_\_

*(Please note: Your DLPT score will be verified to be eligible for board consideration. Scores must be no older than one year prior to the selection board.)*

**Language #2 Experience:**

From: \_\_\_\_\_ To: \_\_\_\_\_ In Country: \_\_\_\_\_ Y/N

**Type of Experience:** (Briefly describe in 50 Words or less. If multiple experiences, please add specific inclusive dates, MM/DD/YYYY, and describe.)

**Language #3:** \_\_\_\_\_ (ranked by preference) **Heritage/Native Speaker:** \_\_\_\_\_ Y/N

**Most Recent DLPT Score:**

Date\*: \_\_\_\_\_ Listening Score: \_\_\_\_\_ Reading Score: \_\_\_\_\_ OPI Score: \_\_\_\_\_

*(Please note: Your DLPT score will be verified to be eligible for board consideration. Scores must be no older than one year prior to the selection board.)*

**Language #3 Experience:**

From: \_\_\_\_\_ To: \_\_\_\_\_ In Country: \_\_\_\_\_ Y/N

**Type of Experience:** (Briefly describe in 50 Words or less. If multiple experiences, please add specific inclusive dates, MM/DD/YYYY, and describe.)

## NOMINEE COMMENTS

Instructions: State why you desire to participate in LEAP. Include pertinent language and culture experiences. Tell how you view your role as it pertains to language and culture in the execution of the Air Force mission. Limit your comments to 300 words or less.

**Nominee Comments:**

## ADDITIONAL REQUIRED INFORMATION

*I certify that I meet all of the eligibility requirements for application to LEAP. Additionally, I understand that participation in LEAP is voluntary and conditional upon agreement to maintain proficiency in a designated foreign language. I also understand that the Air Force may consider my language proficiency to meet both present and future operational needs including O-Conus assignments, foreign professional military education, short-notice taskings and deployments. My participation in the program constitutes a willingness and desire to receive priority consideration for these operational needs.*

**Digital Signature:** \_\_\_\_\_ **Non-CAC Signature:** \_\_\_\_\_

(Digital Signature Required for CAC users or //SIGNED// - Initials, DDMMYY for non-CAC users)

## APPLICATION CHECKLIST

*\*Denotes required document*

- ✓ **Statement of Intent (SOI)\*** [PDF Format]
- ✓ **DLPT or OPI Score Report\*** [PDF Format]
- ✓ **University Transcripts\*** (Optional for Enlisted) –Scanned copies okay [PDF Format]
- ✓ **SURF\*** (AD Only) [PDF Format]
- ✓ 3 most recent **OPRs, EPRs, Training Reports**, or combination\* (AD Only) [PDF Format]
- ✓ **Commander / Supervisor Endorsement form\***, digitally signed [PDF Format]  
(Endorsement form must be emailed directly from your commander / supervisor)
- ✓ Completion Certificates from accredited foreign language schools (*Optional*) [PDF Format]
- ✓ Required documents must arrive by the NLT date to be eligible for board consideration.

Save SOI as **candidatelastname\_firstname\_soi.pdf** and email to [afclc.language@maxwell.af.mil](mailto:afclc.language@maxwell.af.mil)

**AFCLC/Language Dept. Attn: LEAP**  
**130 W. Maxwell Blvd. Building 836**  
**Maxwell AFB, AL 36112**