

## AF COOL Fast Facts

### Eligibility:

- ◆ Enlisted Air & Space Force Professionals
- ◆ Any Air Force component (Regular Air Force, Air Force Reserve, and National Guard.
- ◆ Possess a 5-skill level in Primary AFSC

### Funding:

- ◆ \$4,500 AF COOL Lifetime Cap Allowance (maximum of \$500 per goal for study material/book(s)).
- ◆ Covers books, coursework, prep courses, exams, admin fees, and recurring re-certifications.
- ◆ Multiple credentials within PAFSC up to AF COOL Lifetime Cap.
- ◆ Leadership/Management credentials for Senior Enlisted Air & Space Professionals (E-7 and above)
- ◆ One credential unrelated to PAFSC
- ◆ One credential related to awarded degree, bachelors or higher

\*ANG and AFRS must be on Title 10 or Title 32, Section (502)F Orders for entire duration of credential process.

Contact AF COOL via AFVEC Messages for more information.



## Air Force Credentialing Opportunities On-Line

AF COOL lists **1700+** credentials  
Don't leave **\$4,500** on the table!

Contact AF COOL now!

### Related Links

#### CCAF Public Site:

<http://www.airuniversity.af.mil/Barnes/CCAF>

#### AF Portal website:

<https://www.my.af.mil>

#### AFVEC website:

<https://afvec.us.af.mil>

(scroll down to select "AF COOL")

#### AF COOL website:

<https://afvec.us.af.mil/afvec/af-cool/welcome>

### Contact us

#### AFVEC Messages:

Login into AFVEC, select Messages and click Create.

<https://afvec.us.af.mil/afvec/account/login>

#### Phone:

Commercial: (334) 649-5115

Dsn: 749-5115



## Total Force Enlisted Education Program

### Air & Space Force Professionals



Air Force COOL is a pathway for enlisted Air & Space Force Professionals to earn industry recognized professional certifications and licenses to enhance their active-duty work and prepare them as they transition to the civilian workforce.

*Enhanced Careers*

*Stronger Air & Space Force*

*Successful Futures*



## What is AF COOL?

The Air Force Credentialing Program is specific to enlisted Air & Space Force Specialty Codes only. Air Force Credentialing Opportunities On-Line (AF COOL) is a National Defense Authorization Act (NDAA) and White House driven program designed to assist Airmen in advancing their military careers, as well as, within the civilian sector.

The term “credential” refers to any professional certification, licensure or registry.

Senior Enlisted Members within the grades of E-7 and above are eligible for additional leadership and management credentials regardless of their Primary AFSC. Select “AF COOL Leadership” on the AF COOL Search Credential Screen for more information.



## Air National Guard Air Force Reserve

Air National Guard and Air Force Reserve members are eligible to utilize AF COOL as long as they are on U.S. Title 10 or 32 (502)F Active Orders. The member **must** complete all phases of the credential (i.e. Funding Request, Funding for Exam, Taking the Exam) prior to orders expiring. All orders must be current and in the member’s Digital File Folder (DFF) on their AFVEC account. The member’s Activated End Date in AFVEC **must** also match the entire length of the orders.

### AF COOL “How Do I Apply Page?”

- [www.au.af.mil/au/barnes/ccaf/index.asp](http://www.au.af.mil/au/barnes/ccaf/index.asp)
- <https://www.onetonline.org>
- <https://hireourheroes.org>
- <https://www.uschamber.com>
- [www.va.gov](http://www.va.gov)

*\*No endorsement of the above sites is intended by AF COOL*



### *AF COOL Funding Process*

1. Student enrolls via AFVEC and selects approved credential.
2. Student submits Education Goal in AFVEC for approval by their supervisor.
3. Student selects the desired vendor to pursue the credential through and obtains an itemized bill/quote/invoice from the vendor.  
**(Do not self-fund without AF COOL's approval.)**
4. Student creates funding request(s) in AFVEC for supervisor's approval and uploads itemized/bill/quote/invoice and Credential Eligibility Letter. **Submit request(s) not earlier than 60 days and not later than 30 days prior to course/exam start date.**
5. Supervisor approves.
6. AF COOL verifies eligibility, documentation and processes payment.
7. Student completes course and takes exam(s).
8. Student reports final grades to AF COOL.

### AF COOL Acroymns & Funding Request Status

- ♦ **CPO** - AF Cool Processing Office
- ♦ **PA** - AF COOL Purchasing Agent
- ♦ **Pending Supervisor** - Awaiting the supervisor's approval and signature.
- ♦ **Supervisor Concurs** - Supervisor approves.
- ♦ **Pending CPO** - Awaiting processing with AF COOL Office.
- ♦ **CPO Concurs** - CPO approves.
- ♦ **Pending PA** - Awaiting final processing and payment by an AF COOL PA.
- ♦ **PA Concurs** - PA approves.
- ♦ **Auto Approved** - Payment has been made to the vendor on behalf of the student.
- ♦ **Deferred** - CPO or PA is requesting additional information.
- ♦ **Disapproved** - Message will state the reason.