DD-MMM-YY

From: First Name MI Last Name, USN,

To: Commander, Navy Personnel Command (PERS-432F)

Via: Commanding Officer, Unit Name

Subj: REQUEST FOR CONSIDERATION AND SELECTION AS A PROFESSIONAL FLIGHT INSTRUCTOR ICO FY23 PROFESSIONAL FLIGHT INSTRUCTOR BOARD

Ref: (a) Professional Flight Instructor Program Information (available on NPC website)

 (b) ALNAVAIRFOR Message DTG 211501Z APR 22

 (c) MILPERSMAN 1920 Series

1. I acknowledge my intent and desire to participate in the Professional Flight Instructor (PFI) Program, and consent to having my record reviewed for eligibility and selection purposes. I acknowledge that, if selected, I will accept orders to and complete a minimum 36-month tour as set forth in paragraph (3) to a Chief of Naval Air Training (CNATRA) unit to fulfill current production requirements.

2. I understand that once selected as a PFI, I will no longer be assigned according to the traditional sea/shore rotational career path associated with operational service. I will instead be assigned repeatedly as a shore-based flight instructor based upon CNATRA location and billet requirements until such time as I retire, voluntarily withdraw from the PFI Program, or fail to meet performance standards as outlined reference (b).

3. Contingent upon acceptance of my application for this program, I agree not to resign, retire or voluntarily terminate my flight status with an effective date within 3 years from the completion of my Flight Instructor Training Unit (FITU) or Instructor Under Training (IUT) obligation or selection to the PFI Program, whichever is later. I further understand that upon selection by PERS-43, this contract is binding, and that thereupon, as a in the community, I will receive an additional qualifying designator (AQD) as a PFI, and will be removed from future consideration for command.

4. I have read and understand the provisions of references (a) through (c). I understand that if I fail to fulfill the terms of this contract, I will be returned to operational service and subject to subsequent assignments based upon the needs of the Navy to include resumption of sea duty rotations.

5. My phone number is XXX-XXX-XXXX. My preferred e-mail address(es) for Professional Flight Instructor Board - related business is (enter one or more email addresses--ashore/at sea, etc).

 First Name MI Last Name (with signature above)