



Reserve Retirement 101 & Reduced Retirement Pay Date

Present by: **YOUR NAME HERE,**
YOUR SQ/GP/AW HERE, BASE, STATE

R/R...What's That?

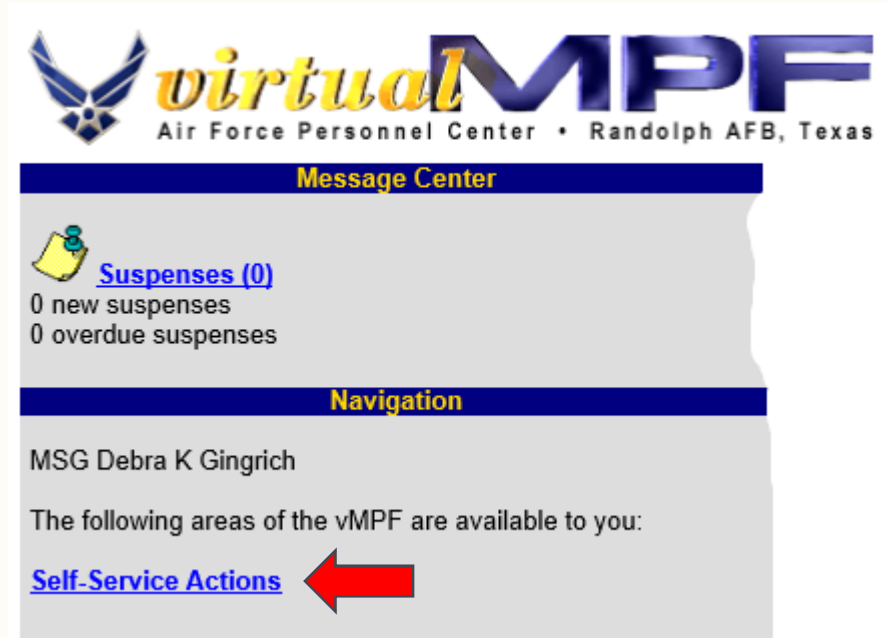
R/R = Retention/Retirement Date

- Your R/R is the date your yearly points start and when the previous year's points are calculated.
- For example: Member's R/R is 5 April. This means that each April all points are calculated from 5 April to the previous 5 April (i.e., 5 April 2019 – 4 April 2020.)
- This yearly calculation determines if you have met the Reserve "Good Year" requirement. You must have 20 'Good' years to apply for retirement.

Summary Information	
Date Prepared:	30 SEP 2020
Duty Location:	LITTLE ROCK AFB AR 720990000
Name:	
Address:	
PAS Code:	V60MFVQ0
SSAN:	
Retention/Retirement Date:	05 APR
Closeout Date:	04 APR 2020
Career Satisfactory Service:	210404
Statement Reason:	ANNUAL

Finding Your R/R...

- Navigate to vMPF on the AF Portal.
- Click on “Self-Service Actions”
- Select “Personal Data”
- Next choose “ANG/USAFR Point Credit Summary Inquiry (PCARS)”
- Lastly select “Point Credit Summary”



05 APR 2019	10 APR 2019	2	006
11 APR 2019	15 APR 2019	2	005
16 APR 2019	30 APR 2019	2	015
01 MAY 2019	15 MAY 2019	2	015
16 MAY 2019	31 MAY 2019	2	016
01 JUN 2019	15 JUN 2019	2	015
16 JUN 2019	30 JUN 2019	2	015
01 JUL 2019	15 JUL 2019	2	015
16 JUL 2019	31 JUL 2019	2	016
01 AUG 2019	15 AUG 2019	2	015
16 AUG 2019	31 AUG 2019	2	016
01 SEP 2019	15 SEP 2019	2	015
16 SEP 2019	30 SEP 2019	2	015
01 OCT 2019	15 OCT 2019	2	015
16 OCT 2019	31 OCT 2019	2	016
01 NOV 2019	15 NOV 2019	2	015
16 NOV 2019	30 NOV 2019	2	015
01 DEC 2019	15 DEC 2019	2	015
16 DEC 2019	31 DEC 2019	2	016
01 JAN 2020	15 JAN 2020	2	015
16 JAN 2020	31 JAN 2020	2	016
01 FEB 2020	15 FEB 2020	2	015
16 FEB 2020	29 FEB 2020	2	014
01 MAR 2020	15 MAR 2020	2	015
16 MAR 2020	31 MAR 2020	2	016
01 APR 2020	04 APR 2020	2	004
05 APR 2020	15 APR 2020	2	011
16 APR 2020	30 APR 2020	2	015
01 MAY 2020	15 MAY 2020	2	015
16 MAY 2020	31 MAY 2020	2	016
01 JUN 2020	15 JUN 2020	2	015
16 JUN 2020	30 JUN 2020	2	015
01 JUL 2020	15 JUL 2020	2	015
16 JUL 2020	31 JUL 2020	2	016
01 AUG 2020	15 AUG 2020	2	015
16 AUG 2020	31 AUG 2020	2	016
01 SEP 2020	15 SEP 2020	2	015
16 SEP 2020	30 SEP 2020	2	015

Point Credit Summary (PCARS)

[Introduction](#)
[Point Credit Summary](#)
[Service History](#)
[Current R/R Year ECI Points](#)
[Definitions](#)
[Frequently Asked Questions](#)
[View/Print All Pages](#)

Summary Information

Date Prepared:

02 OCT 2020

Duty Location:

LITTLE ROCK AFB AR 720990000

Name:

Address:

PAS Code:

V60MFVQ0

SSAN:

XXX-XX-9271

Retention/Retirement Date:

05 APR

Closeout Date:

04 APR 2020

Career Satisfactory Service:

210404

Statement Reason:

ANNUAL

All Points Earned

Type Duty (TD) Codes

1: Active Duty Other

2: Special Tour

3: School Tour

4: Annual Tour

5: Extended Active Duty

6: AFTP

7: Paid Inactive Duty

8: Nonpaid Inactive Duty

9: ECI

A: Nonpaid Active Duty

B: Continuation Pay

D: Paid IDT—RMP

E: Active Duty—FHP

F: Inactive Duty Status—FHP

From Date	Thru Date	TD	Pts
05 MAY 2007	05 MAY 2007	7	002
06 MAY 2007	06 MAY 2007	7	002
02 JUN 2007	02 JUN 2007	7	002
03 JUN 2007	03 JUN 2007	7	002
21 JUL 2007	21 JUL 2007	7	002

From Date	Thru Date	TD	Pts
18 JUL 2015	18 JUL 2015	7	002
19 JUL 2015	19 JUL 2015	7	002
20 JUL 2015	23 JUL 2015	2	004
24 JUL 2015	26 JUL 2015	2	003
27 JUL 2015	31 JUL 2015	2	005

From Date	Thru Date	TD	Pts
07 SEP 2017	07 SEP 2017	7	001
08 SEP 2017	08 SEP 2017	7	001
09 SEP 2017	09 SEP 2017	7	002
10 SEP 2017	10 SEP 2017	7	002
14 SEP 2017	14 SEP 2017	7	001

ANG/USAFR Point Credit Summary Inquiry (PCARS)

Point Credit Summary

Last R/R Year Points Earned

From Date:	05 APR 2019
Thru Date:	04 APR 2020
Active Duty Training:	0366
Inactive Duty Training:	0000
ECI:	0000
Membership:	015
Total Points:	00381
Total Points for Retirements:	00366
Satisfactory Service Years, Months, and Days:	010000

Created by: MSgt Debra Gingrich, 913 AG

“Good Year”...What Counts?

A “Good Year” is comprised of various types of participation, which include, but are not limited to:

- Annual Training
- Unit Training Assembly (UTA)
- BMT
- Technical Training
- ADOS Support
- MPA Support

All Points Earned

Type Duty (TD) Codes

- 1: Active Duty Other
- 2: Special Tour
- 3: School Tour
- 4: Annual Tour
- 5: Extended Active Duty

- 6: AFTP
- 7: Paid Inactive Duty
- 8: Nonpaid Inactive Duty
- 9: ECI
- A: Nonpaid Active Duty

- B: Continuation Pay
- D: Paid IDT—RMP
- E: Active Duty—FHP
- F: Inactive Duty Status—FHP

**50
points!**

How Many Points Do I Need for a “Good Year?”

Reserve Membership: 15 points

Standard Two-Day UTA (4 points x 12 months): 48 points

Annual Training: 14-15 points

With these three components alone you earn **77-78 points** each year!

This doesn't include schools, AD orders, etc. that you may complete during the year.

Last R/R Year Points Earned	
From Date:	05 APR 2019
Thru Date:	04 APR 2020
Active Duty Training:	0366
Inactive Duty Training:	0000
ECI:	0000
Membership:	015
Total Points:	00381
Total Points for Retirements:	00366
Satisfactory Service Years, Months, and Days:	010000

Get Credit for What You Do!

Check your PCARS Report at least ANNUALLY!

Each Unit Training Assembly (2 days) = 4 pts.

Each Unit Training Day (1 day) = 2 pts.

Each Annual Tour Day = 1 pt.

Each MPA/Active Duty Day = 1 pt./day

Reserve Membership = 15 pts (not applicable for members on 365 active duty day tours).

VERIFY YOUR POINTS FOR ACCURACY!

UTA

From Date	Thru Date	TD	Pts
05 MAY 2007	05 MAY 2007	7	002
06 MAY 2007	06 MAY 2007	7	002
02 JUN 2007	02 JUN 2007	7	002
03 JUN 2007	03 JUN 2007	7	002
21 JUL 2007	21 JUL 2007	7	002
22 JUL 2007	22 JUL 2007	7	002
08 SEP 2007	08 SEP 2007	7	002
09 SEP 2007	09 SEP 2007	7	002
13 OCT 2007	13 OCT 2007	7	002
02 NOV 2007	02 NOV 2007	7	002
03 NOV 2007	03 NOV 2007	7	002

4 Points

You Control Your Retirement!

YOUR participation dictates **YOUR** retirement pay!

You **MUST** have 20 'good' years to retire from the Air Force Reserve. Once retired, Air Force Reserve personnel start receiving their retirement at 60 years of age.

So, what next?

REDUCE YOUR RETIREMENT PAY DATE!*

No one wants to wait till the *age of 60* to draw the retirement they have earned!
Let's change that!

*For those with qualifying orders only



I Can Receive my Retirement Pay *Before* Age 60? Say What?

RRPA = Reduced Retired Pay Age

RRPA is **NOT AUTOMATIC!**

You must complete your request for RRPA PRIOR to your retirement – DO NOT wait! It takes time for TFSC to compute and award this benefit.

Reduced eligibility age for receipt of Reserve retired pay is reduced by three months for each cumulative 90 days of qualifying active duty performed.

Qualifying

Potentially Qualifying

Qualifying Orders that have been Verified

9 entries returned

Reload

FY	Days	Prev B...	Adjusted	Need	Availa...	Borro...	Increm...	Balance Foward
2008	13						0	
2012	54						0	
2014	59						0	
2015	262		262	8	66	8	3	0
2016	66	-8	58	32	49	32	1	0
2017	49	-32	17	73	92	73	1	0
2018	92	-73	19	71	365	71	1	0
2019	365	-71	294	66	304	66	4	0
2020	304	-66	238	32		0	2	58

What Governs RRPA?

The Fiscal 2008 National Defense Authorization Act, Section 647 amended Title 10, U.S.C., Section 12731.

Beginning with the 2015/2016 Fiscal year crossover, qualifying active duty may be combined between consecutive fiscal years.

This law does NOT have a retroactive clause for any periods of service before Jan. 29, 2008.

Eligibility CANNOT be reduced below the age of 50.

Qualifying

Potentially Qualifying

Qualifying Orders that have been Verified

9 entries returned

Reload

FY	Days	Prev B...	Adjusted	Need	Availa...	Borro...	Increm...	Balance Foward
2008	13						0	
2012	54						0	
2014	59						0	
2015	262		262	8	66	8	3	0
2016	66	-8	58	32	49	32	1	0
2017	49	-32	17	73	92	73	1	0
2018	92	-73	19	71	365	71	1	0
2019	365	-71	294	66	304	66	4	0
2020	304	-66	238	32		0	2	58

What Qualifies?

- Involuntary mobilization (call or order to active duty under Title 10) [Title 10, U.S.C., Section 688, 12301(a), 12302, 12304, 12304a, 12305, 12406, or any other provision of law during a war or national emergency declared by the President or Congress]
- Voluntary active duty (call or order to active duty) [Title 10, U.S.C., Section 12301(d)]
- Includes MPA and RPA [12301(d)]
- Medical treatment/medical evaluation for disability purposes or medical study [Title 10, U.S.C., Section 12301(h)]

Orders

- Below is a listing of orders that have been submitted as attachments and entered in the system by myPers - TFSC.
- Changes to PCARS tours must be requested through the PCARS change process.
- PCARS reference numbers may contain gaps and are referenced in the Summary table.
- Updated PCARS tour data is received on a weekly basis and will be reflected in the application.
- Click on a row to display the order remarks below the table.

137 entries returned

Order / Ref #	Duty Type	Start Date	End Date	Total Days	Status	Date Reviewed	Remarks
PCARS 0001	2-Special	5/4/2008	5/16/2008	13	Qualifying	9/30/2020	10 USC 1
PCARS 0002	4-Annual	6/1/2012	6/16/2012	16	Non Qualifying	9/30/2020	Duty Type
PCARS 0003	4-Annual	6/17/2012	6/18/2012	2	Non Qualifying	9/30/2020	Duty Type
PCARS 0004	2-Special	7/22/2012	7/31/2012	10	Qualifying	9/30/2020	10 USC 1
PCARS 0005	2-Special	8/1/2012	8/15/2012	15	Qualifying	9/30/2020	10 USC 1
PCARS 0006	2-Special	8/16/2012	8/31/2012	16	Qualifying	9/30/2020	10 USC 1
PCARS 0007	2-Special	9/1/2012	9/13/2012	13	Qualifying	9/30/2020	10 USC 1
PCARS 0008	4-Annual	4/5/2013	4/19/2013	15	Non Qualifying	9/30/2020	Duty Type
PCARS 0009	4-Annual	4/20/2013	4/22/2013	3	Non Qualifying	9/30/2020	Duty Type
PCARS 0010	4-Annual	5/18/2014	5/30/2014	13	Non Qualifying	9/30/2020	Duty Type
PCARS 0011	2-Special	7/15/2014	7/17/2014	3	Potentially Quali	9/30/2020	
PCARS 0012	1-Other	8/3/2014	8/15/2014	13	Qualifying	9/30/2020	
PCARS 0013	1-Other	8/16/2014	8/31/2014	16	Qualifying	9/30/2020	
PCARS 0014	1-Other	9/1/2014	9/15/2014	15	Qualifying	9/30/2020	
PCARS 0015	1-Other	9/16/2014	9/30/2014	15	Qualifying	9/30/2020	
PCARS 0016	1-Other	10/1/2014	10/15/2014	15	Qualifying	9/30/2020	

Remarks

All Points Earned

Type Duty (TD) Codes

- 1: Active Duty Other
- 2: Special Tour
- 3: School Tour
- 4: Annual Tour
- 5: Extended Active Duty

What Doesn't Qualify?

- Active Guard Reserve (AGR)
- Annual Tour
- Captive Status
- As an Airmen not assigned to or participating satisfactorily in units
- Disciplinary/courts martial
- Muster duty
- Retired Recall to Active Duty

Orders

- Below is a listing of orders that have been submitted as attachments and entered in the system by myPers - TFSC.
- Changes to PCARS tours must be requested through the PCARS change process.
- PCARS reference numbers may contain gaps and are referenced in the Summary table.
- Updated PCARS tour data is received on a weekly basis and will be reflected in the application.
- Click on a row to display the order remarks below the table.

137 entries returned

Order / Ref #	Duty Type	Start Date	End Date	Total Days	Status	Date Reviewed	Remarks
PCARS 0001	2-Special	5/4/2008	5/16/2008	13	Qualifying	9/30/2020	10 USC 1
PCARS 0002	4-Annual	6/1/2012	6/16/2012	16	Non Qualifying	9/30/2020	Duty Type
PCARS 0003	4-Annual	6/17/2012	6/18/2012	2	Non Qualifying	9/30/2020	Duty Type
PCARS 0004	2-Special	7/22/2012	7/31/2012	10	Qualifying	9/30/2020	10 USC 1
PCARS 0005	2-Special	8/1/2012	8/15/2012	15	Qualifying	9/30/2020	10 USC 1
PCARS 0006	2-Special	8/16/2012	8/31/2012	16	Qualifying	9/30/2020	10 USC 1
PCARS 0007	2-Special	9/1/2012	9/13/2012	13	Qualifying	9/30/2020	10 USC 1
PCARS 0008	4-Annual	4/5/2013	4/19/2013	15	Non Qualifying	9/30/2020	Duty Type
PCARS 0009	4-Annual	4/20/2013	4/22/2013	3	Non Qualifying	9/30/2020	Duty Type
PCARS 0010	4-Annual	5/18/2014	5/30/2014	13	Non Qualifying	9/30/2020	Duty Type
PCARS 0011	2-Special	7/15/2014	7/17/2014	3	Potentially Quali	9/30/2020	
PCARS 0012	1-Other	8/3/2014	8/15/2014	13	Qualifying	9/30/2020	
PCARS 0013	1-Other	8/16/2014	8/31/2014	16	Qualifying	9/30/2020	
PCARS 0014	1-Other	9/1/2014	9/15/2014	15	Qualifying	9/30/2020	
PCARS 0015	1-Other	9/16/2014	9/30/2014	15	Qualifying	9/30/2020	
PCARS 0016	1-Other	10/1/2014	10/15/2014	15	Qualifying	9/30/2020	

Remarks

All Points Earned

Type Duty (TD) Codes

- 1: Active Duty Other
- 2: Special Tour
- 3: School Tour
- 4: Annual Tour
- 5: Extended Active Duty

Benefits Impacted

Airmen will receive all *retired pay* benefits (e.g., commissary, base exchange, base services, etc.)

except:

- Medical benefits are deferred until *age 60*
- Blue ID card (ID card will show Airmen are not entitled to medical until *age 60*. At *age 60*, they will need to go to nearest military facility to obtain another blue ID card bestowing the medical benefit)
- Premiums for the Reserve Component Survivor Benefit Plan will be deducted from *retired pay* upon the *age* the member starts drawing *pay*

How Do I Submit an Application for RRPA?

- Navigate to vPC on the AF Portal
- Click on "Action Requests"
- Under "Retirement," select Reduced Retired Pay Age
- Component Validation will pop-up, answer "Yes"
- This will start your application

NOTE: If you have previously submitted an RRPA application you will need to access your Worklist via the vPC Dashboard to retrieve it. Your application will always remain in your Worklist once started. Any/all updates will be completed on the same application throughout your career.

If you do not see it, select "View" and under the drop down select "Submitted by Me" and click the "Refresh" button. You will then highlight the line with your RRPA and select the "Open Reduced Retired Pay Age" hyperlink.

The screenshot shows a web browser window with the URL <https://mtloadbalancer.arpc.afrc.af.mil/?cacheid=c5957591&format=html>. The main content area is titled "Component Validation" and contains the following text:

THIS IS AN APPLICATION FOR AIR GUARD/AIR FORCE RESERVE PERSONNEL ONLY

Please only open this application if you intend to submit a request for Reduced Retired Pay Age. If you continue you will have created an RRP Application that will stay permanently in your vPC Worklist.

Do you wish to proceed to the Reduced Retired Pay Age application?

Click Yes to continue. Click No to close this window.

At the bottom of the dialog are "Yes" and "No" buttons. Below the dialog is a navigation bar with tabs: "Overview", "Worklist", "Action Requests", and "My Roles / Delegations". The "Action Requests" tab is selected. Below the navigation bar is a section titled "Action Requests" with a table. The table has columns for "View", "Type", "Status", and "Start Date". The "View" column has a dropdown menu with options: "Assigned to me (All)", "Assigned to me", "Submitted by me", and "Viewable to me". The "Type" column has a dropdown menu with the option "All". The "Status" column has a dropdown menu with the option "Open". The "Start Date" column has a text input field with the date "9/30/2017" and a calendar icon. A red arrow points from the "Submitted by me" option in the "View" dropdown to the "Action Requests" tab. Another red arrow points from the "Submitted by me" option in the "View" dropdown to the "Refresh" button in the "Action Requests" section.

View	Type	Status	Start Date
Assigned to me (All)	All	Open	9/30/2017

Understanding Qualifying and Potentially Qualifying

Qualifying Potentially Qualifying

Qualifying Orders that have been Verified

9 entries returned Reload

FY	Days	Prev B...	Adjusted	Need Availa...	Borro...	Balance Forward
2008	13					
2012	54					
2014	59					
2015	262		262	8	66	3
2016	66	-8	58	32		1
2017	49	-32	17	73		1
2018	92	-73	19	71		1
2019	365	-71	294	66		4
2020	304	-66	238	32		2
						58

Days in Fiscal Year

105 entries returned

FY	Ref #	Days
2008	PCARS 0001	13
2012	PCARS 0004	10
2012	PCARS 0005	15
2012	PCARS 0006	16
2012	PCARS 0007	13
2014	PCARS 0012	13
2014	PCARS 0013	16
2014	PCARS 0014	15
2014	PCARS 0015	15
2015	PCARS 0016	15
2015	PCARS 0017	16
2015	PCARS 0018	15
2015	PCARS 0019	15
2015	PCARS 0020	15
2015	PCARS 0021	16

Total 90 Day Increments (36 months)

Retired Pay Eligibility Dates

Original (60th Birthday)

Estimated RRPA Date

Print Estimate

Please contact the Total Force Service Center at 1-800-525-0102 to verify RRPA date

Your Potential RRPA Date is based on active duty service that has not been verified as qualifying service.
Your Estimated RRPA date is based on active duty service that has been verified as qualifying service.

VS.

Qualifying Potentially Qualifying

Qualifying and Potentially Qualifying Active Duty

9 entries returned Reload

FY	Days	Prev B...	Adjusted	Need Availa...	Borro...	Increm...	Balance Forward
2008	13						0
2012	54						0
2014	62						0
2015	262		262	8	67	8	3
2016	67	-8	59	31	49	31	1
2017	49	-31	18	72	92	72	1
2018	92	-72	20	70	365	70	1
2019	365	-70	295	65	351	65	4
2020	351	-65	286	74		0	3
							16

Days in Fiscal Year

110 entries returned

FY	Ref #	Days
2008	PCARS 0001	13
2012	PCARS 0004	10
2012	PCARS 0005	15
2012	PCARS 0006	16
2012	PCARS 0007	13
2014	PCARS 0011	3
2014	PCARS 0012	13
2014	PCARS 0013	16
2014	PCARS 0014	15
2014	PCARS 0015	15
2015	PCARS 0016	15
2015	PCARS 0017	16
2015	PCARS 0018	15
2015	PCARS 0019	15
2015	PCARS 0020	15

Total 90 Day Increments (39 months)

Retired Pay Eligibility Dates

Original (60th Birthday)

Potential RRPA Date

Print Potential

Your Potential RRPA Date is based on active duty service that has not been verified as qualifying service.
Your Confirmed RRPA date is based on active duty service that has been verified as qualifying service.

Why Should I File a RRPA?

Your Current Information		Refresh
Pay Grade:	E-7	Effective: 07/01/2018
Retirement Points:	6423	Years Served: 38
Last Updated (MM/DD/YYYY):	09/01/2020	
Based on Pay Table for Year:	2020	
Point Value:	0.38871	
RR Date (MM/DD):	04/05	
Last Closure Date:	04/04/2020	
DIEUS: 08/18/1992	PayDate: 12/01/1994	
Base Retired Pay (@ age 60):	\$2,496.68 @ 10/29/2033	

Real world example:

Start drawing Reserve Retirement pay at age 60: \$2,496.68.

OR

File RRPA and qualify for new retirement pay date of 10/29/2030 (three years earlier based on qualified orders). Amount earned that would have been missed had an RRPA not been filed: **\$89,880.48!!**

...don't STOP with one application!

Submit additional documentation for “potential qualifying” orders, get approved and get new retirement pay date of 7/29/2030. Amount additionally earned **\$7,490.04!!**

What Documentation is Required?

ORDERS (AF Form 938)

- ☐ Attach each order for qualifying active duty performed
- ☐ .jpg & .pdf format
- ☐ Use a unique and descriptive filename for each attachment
- Example: **GINGRICH 20191001-2020930**
- ☐ Ensure that orders with modifications include the modification in ONE (1) .pdf or .jpg

Attachments

- Attach each order for qualifying active duty performed. (Recommended file types: .jpg or .pdf)
- Use a unique and descriptive filename for each attachment, (e.g. SMITH-OIF-16JUN04.PDF).
- When scanning documents use the Black and White setting at 150-300 DPI resolution to minimize attachment sizes.
- Files attached by myPers - TFSC, or associated with an order, i.e. Status = "Agent Only", may not be deleted or edited.
- Click on a row to display the attachment description below the table.

Table Filter Options (based on Review Status): ☐ New ☐ Reviewed ☒ All Maximum File Size (Mb): 2

30 entries returned

Attachment Name	Description	File Status	Date Added	Order #
Gentry (Faulkner) 20080504-20080516.pdf		Attached	4/16/2018 1:28:15 PM	
Gentry 20120715-20120917.pdf		Attached	4/16/2018 1:29:15 PM	
Gentry 20120722-20120913.pdf		Attached	4/16/2018 1:29:36 PM	
Gentry 20140803-20150331 (Order & MODs).pdf		Attached	4/16/2018 1:30:02 PM	
Gentry 20150629-20150701 (Order & MODs).pdf		Attached	4/16/2018 1:30:30 PM	
Gentry 20150706-20150710.pdf		Attached	4/16/2018 1:31:28 PM	

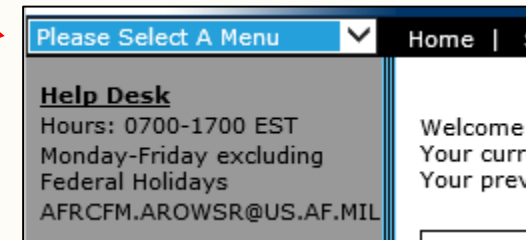
Description

Gathering Documentation

Status	PAS Code	SSN	Name	Start Date	End Date	Total Days	Order Type
INITIAL	V60MFYM8	*****9271	Jones, Johnny	2019/10/24	2019/10/27	4	TDY
MOD	V60MFVQ0	*****9271	Jones, Johnny	2019/10/01	2021/02/28	517	ADOS
MOD	V60MFYM8	*****9271	Jones, Johnny	2019/04/21	2019/04/26	6	TDY
MOD	V60MFYM8	*****9271	Jones, Johnny	2019/04/11	2019/09/30	173	ADOS
MOD	V60MFYM8	*****9271	Jones, Johnny	2018/10/01	2019/04/10	192	ADOS

- Navigate to AROWS-R on the AF Portal
- Log in and use the drop down menu to select “Member”
- Choose “Approved Orders”
- Select the approved order for download by selecting either “Initial” or “MOD”

Air Force Reserve Order Writing System [AROWS-R]
Version: 1.89.0.0008 Server: P5 Page Refreshed At: 2020/10/01 19:26 EDT



The screenshot shows the AROWS-R system interface. At the top, there is a blue header with the text "Please Select A Menu" and a dropdown arrow. To the right of the header, there are links for "Home" and "S". Below the header, there is a "Help Desk" section with the following text: "Hours: 0700-1700 EST", "Monday-Friday excluding Federal Holidays", and "AFRCFM.AROWSR@US.AF.MIL". To the right of the help desk, there is a "Welcome" section with the text "Welcome" and "Your current".

Combining Orders with Modifications

Approved Orders						
Action	Mod #	Start Date	End Date	Total Days	Order Type	Status
Print	5	2019/10/01	2021/02/28	517	ADOS	MOD
Print	4	2019/10/01	2020/09/30	366	ADOS	MOD
Print	3	2019/10/01	2020/03/31	183	ADOS	MOD
Print	2	2019/10/01	2020/01/21	113	ADOS	MOD
Print	1	2019/10/01	2019/12/21	82	ADOS	MOD
Print	0	2019/10/01	2019/11/21	52	ADOS	INITIAL

- Click on “Print” to open and download the order. It will open in Acrobat Adobe, save as a .pdf

NOTE: Orders with MODS will require multiple file downloads and merging multiple files into one document. An Adobe Acrobat (.pdf) file is ideal over the .jpg method for this. Combining of files (.pdf) can be accomplished in Adobe Acrobat.

- For the above order there has been five (5) modifications.
- Once all parts have been downloaded and combined (in order starting from 0-5) save the document as:

JONES 20191001-20210228

Attach Your Order(s) and Submit!

- ❑ Attach each order in .jpg & .pdf format by selecting the “Add” button
 - ❑ You can use the “Display” button to review any item you have uploaded, add and delete, as necessary
 - ❑ Remember, use a unique and descriptive filename for each attachment
- Example: **GINGRICH 20191001-2020930**
- ❑ Give a brief description, not mandatory
 - ❑ Finally, click “Save/Submit”

Attachments

- Attach each order for qualifying active duty performed. (Recommended file types: .jpg or .pdf)
- Use a unique and descriptive filename for each attachment, (e.g. SMITH-OIF-16JUN04.PDF).
- When scanning documents use the Black and White setting at 150-300 DPI resolution to minimize attachment sizes.
- Files attached by myPers - TFSC, or associated with an order, i.e. Status = "Agent Only", may not be deleted or edited.
- Click on a row to display the attachment description below the table.

Table Filter Options (based on Review Status): ☐ New ☐ Reviewed ☒ All Maximum File Size (Mb): 2

30 entries returned

Attachment Name	Description	File Status	Date Added	Order #
Gentry (Faulkner) 20080504-20080516.pdf		Attached	4/16/2018 1:28:15 PM	
Gentry 20120715-20120917.pdf		Attached	4/16/2018 1:29:15 PM	
Gentry 20120722-20120913.pdf		Attached	4/16/2018 1:29:36 PM	
Gentry 20140803-20150331 (Order & MODs).pdf		Attached	4/16/2018 1:30:02 PM	
Gentry 20150629-20150701 (Order & MODs).pdf		Attached	4/16/2018 1:30:30 PM	
Gentry 20150706-20150710.pdf		Attached	4/16/2018 1:31:28 PM	

Description

Don't Forget to Follow-Up!

- ☐ Make sure to check your vPC Dashboard (Worklist) for the status of your application.
- ☐ Once returned, review the “Application Information” section for any comments from myPers, especially when the status indicates “**Returned to Member.**” This status indicates an action needed on your part.
- ☐ Once processed, you can open and review your **NEW Reduced Retirement Pay Age!**





Questions?

Present by: **YOUR NAME HERE,**
YOUR SQ/GP/AW HERE, BASE, STATE