

PROCEDURAL GUIDANCE MESSAGE

Name and Grade of Action Officer Lt Col David Chiesa				Office Symbol RSOC		Series Number 703		Signature of Action Officer			Effective Date	
	To	Action	Initials/Date		To	Action	Initials/Date		To	Action	Initials/Date	
1	RSOC/ CCU	Coord	RSOC RH 6 Nov 03	5				9				
2	RSO/ CCU	Coord	RSO DW 12 Nov 03	6				10				
3	JA	Coord	JA FS 7 Nov 03	7				11				
4	RSOPA	X-MIT	AMD 12 Nov 03	8				12				

FROM: HQ AFRS/RSO

SUBJECT: Nurse Corps Health Professions Loan Repayment Program (HPLRP)

TO: All O/A Recruiting Personnel

1. The Nurse Corps has 113 accession allocations for the HPLRP in FY 04 and the program is effective immediately. Anyone who meets the eligibility requirements and met a recruiting board on or after 1 Oct 03 is eligible to apply for FY04 Accession HPLRP. 29 June is the cut-off date for use of these quotas.

a. For nurses that are in “select” status or “commissioned” status but have not EAD, they **must** be offered the HPLRP. If they already signed an accession bonus and want the HPLRP, they will have to decline the accession bonus. The nurse **must** sign the declination statement for the HPLRP if they do not want the HPLRP and accept the accession bonus. The nurse **must** sign the declination statement for the accession bonus if they accept the HPLRP. Please annotate in AFRISS.

2. This is a **1-year** award to cover eligible loans up to \$27,998. Money is paid directly to the loan institution after 28% federal tax. Participant is responsible for any state income tax liability.

3. **HPLRP Eligibility:** A qualified applicant for appointment as a commissioned officer in the Nurse Corps or a full-time student in the final year at an accredited educational institution for nursing, or in final year of an approved graduate program, is eligible to apply. Critical AFSCs will have priority.

This program is available ****only**** to 46N3E Critical Care; 46N3F Neonatal ICU; 46N3G OB/GYN; 46M3 Nurse Anesthetist; 46N3A Women’s Health NP; 46N3 Med/ Surg Nurse; 46N1T

4. **Service Obligation:** Participants of the HPLRP shall incur an active duty obligation (ADO) of two years. In addition to the HPLRP ADO, participants shall incur a minimum term of three years of service on active duty. This minimum term will run concurrently with the HPLRP ADO. Since the HPLRP ADO is less than the minimum term of service (MTOS), the member will not be released from active duty until the MTOS has been served.

Participants who enter active duty with the HPLRP as their initial obligation will be subject to the standard eight year service obligation—a portion of which will be served as an active duty obligation as described above. Subject to mutual agreement, the participant may fulfill any remaining obligation in the Select Reserves.

5. Participants of the HPLRP may ****not**** apply for the accession bonus.

6. **HPLRP Qualifying loans:** Government and commercial loans for actual costs paid for tuition, reasonable educational expenses, and reasonable living expenses relating to the attainment of a nursing degree.
7. If applicant is accessed and selected for HPLRP, payment of loans will not occur until successful completion of Commissioned Officer Training, Nurse Transition Program (if applicable) and applicant reports to their first duty station.
8. The documents required from the recruiter prior to applicant meeting a board is the application (original plus one copy sent to HQ AFRS HPLRP program manager, and one copy to the participant), the Lender Release Form, and Loan Summary Sheet(s). The application document, Lender Release Form, and Loan Summary Sheet(s) can be located on AFIT's web page, <http://ci.afit.edu/ciml/default.asp> under the tab application. Then click on "accession application/enrollment documents". Next click on the highlighted "Accession ADHPLRP Application"
9. Post-board selection, only the HQ AFRS HPLRP program manager can authorize signing of the service agreement. ****The applicant must sign the HPLRP service agreement on the commissioning date, but prior to execution of the oath of office.**** Return original plus one copy to HQ AFRS HPLRP program manager, and one copy to the participant. The service agreement document can be located on AFIT's web page, <http://ci.afit.edu/ciml/default.asp> under the tab application. Then click on "accession application/enrollment documents". Next click on the highlighted "Accession ADHPLRP Service Agreement".
10. If an applicant declines taking the HPLRP, it is **mandatory** for the applicant to sign the attached declination form.
11. Refer to Air Force Institute of Technology (AFIT) web page for detailed information. ****Caution**** When viewing the AFIT web page, be sure to review only information for accession and the particular corps: <http://ci.afit.edu/ciml/default.asp>
12. MSgt Barinque is the program manager for the HPLRP program: steven.barinque@rs.af.mil; DSN 487-4702, COMM (210) 652-4702.

FOR THE COMMANDER

//SIGNED//

DANIEL WOOLEVER, Lt Colonel, USAF
Deputy Chief, Operations Division

1 Tab
FY04 Accession Declination Statements