

**AIRMAN DEVELOPMENT PLAN (ADP) / OFFICER DEVELOPMENT PLAN (ODP)
PROCESSING FOR AFIT CI and NPS STUDENTS**

ALCON:

1. All AFIT Civilian Institution (CI) and Naval Postgraduate School (NPS) students will electronically route Airman Development plans (ADP) and/or the Officer Development Plan (ODP), in MyVector, for the various conditions as follows:
 - a. **ADP Assignment/Vectoring/special duty (non-IDE students and not Command SOI):** Route ADP/ODP directly to appropriate AFPC Assignments Branch Chief. There are no local requirements to route your ADP/ODP through any AFIT chain. This policy does not preclude you from finding a functional expert to do a courtesy review (paper copy only) of your ADP/ODP comments.
 - b. **Command Statement of Intent (SOI):**

If submitting SOI through AFPC Secure ADP/MyVector ODP, route to the AFIT Director of Civilian Institution Programs, Colonel Thomas Brown, Thomas.Brown@afit.edu, and be sure to provide draft comments/inputs for the Director. Have last 3 OPRs ready to send if requested.

If submitting stand-alone SOI/ADP/MyVector ODP, route to your AFIT Program Manager (PM). The PM would forward through the chain to the Director of Civilian Institution Programs. Provide draft comments/bullets for the Director. Have last 3 OPRs ready to send if requested.
 - c. **ADP Assignment/Vectoring for NPS IDE students only:** Route AFPC Secure ADP/MyVector ODP to AFIT Director of Civilian Institution Programs, Colonel Thomas Brown, at Thomas.Brown@afit.edu. If submitting stand-alone ADP, send to your AFIT PM who will route through the chain to the Director.
2. Students are reminded to keep ADPs/ODPs current!