

## **Program Director Recommendation Forms**

### **1) Current Program Director Recommendation Forms**

**Applicants currently in a civilian GME training program** must request their current Program Director to submit the DoD Program Director Recommendation Form, **not a letter**, to include the dates of training and an evaluation of performance. This form is available in the Other Resources section of the [Physician Education website](#). Download the fillable Adobe form and provide an electronic copy to your current Program Director. This form can be returned to the applicant for upload into MODS or the Program Director may email the completed form to the Air Force Physician Education's organizational email ([AFPC.DPMNP.PhysicianEducation@us.af.mil](mailto:AFPC.DPMNP.PhysicianEducation@us.af.mil)).

**Applicants currently in a military GME training program** must request their current Program Director fill out an electronic Program Director Recommendation Form directly in MODS.

### **2) Previous Program Director Recommendation Forms**

**Applicants previously enrolled in any GME program (military or civilian)** must request all previous Program Director(s), including internships, residencies, and fellowships, to submit a DoD Program Director Recommendation Form.

It is very common that the previous Program Director is no longer at the training institution (Active Duty or civilian). If this applies, please have the current Program Director of that program fill out the form based on a review of your training file at the program. They are familiar with completing various training verification forms. The ACGME requires training files be maintained for 50 years. If the applicant is unable to locate the new Program Director, he/she should request a recommendation from the Director of Medical Education at the facility where the training was conducted.

This document is required whether the training program was completed or not (i.e., if you resigned or were terminated from training) and must address the inclusive dates of training and an evaluation of your performance while in training. This form can be returned to the applicant for upload into MODS or the Program Director may email the completed form to the Air Force Physician Education's organizational email ([AFPC.DPMNP.PhysicianEducation@us.af.mil](mailto:AFPC.DPMNP.PhysicianEducation@us.af.mil)).

**NOTE:** Handwritten forms will not be accepted. It is the applicant's responsibility to clearly communicate that the fillable Adobe form must be used.

**NOTE:** Do not submit a personal letter of recommendation from the Program Director in addition to or in lieu of the Program Director Recommendation Form.