

COURSE REQUEST FORM

Date:

Unit:

POC Name:

POC Phone #:

POC Email:

By submitting this form, I acknowledge that the host unit:

- ✓ Can support a CBI Course with approximately 200 or more students.
- ✓ Can fill approximately 100 of the seats with students from the home state.
- ✓ The Wing Commander supports this request and understands the costs associated with hosting, to include beverages/snacks for students, printing course materials, rental fees for venue and IT equipment. *These costs are usually offset with a discretionary landing fee.*

Please note that CBI demand is high, and courses are typically scheduled a year in advance. We will make every effort to schedule your wing as soon as possible, most likely next fiscal year. While we prioritize requests in the order received, we also consider location, need, and when a CBI was last hosted in your area. Thanks for submitting this request. We look forward to seeing you soon.

Please send this form to airng.cbi@gmail.com.