

Renewal of Specialty Qualifications

- 1) Use individual SQTR's for each qualification to be renewed. Write "RENEWAL" clearly on the top.
- 2) Only the advanced tasks need to be evaluated by a SET evaluator. Per CAPR 60-3 2-4.b. "During the evaluation, candidate will be required to demonstrate their ability to perform and/or evaluate all tasks required". This can be accomplished by return demonstration; observation; verbal testing or any other means the SET evaluator feels is appropriate to show that the renewing member is knowledgeable about the task.
- 3) Need only one mission (real or training) for a 3 year renewal period.
- 4) Commander or designee will enter the renewal into MIMS on the achievement level (no task entry required). Validation will occur at wing level electronically. The card is ready to print.
- 5) Keep the original signed SQTR for yourself (preferably at home). Submit a copy to your unit for your CAPF 114 file.
- 6) The exception for paper work sent to wing is for the ratings of Section Operation Chiefs, ALO and IC. With these ratings, the SQTR's and a form 100 is required at wing.
- 7) Renewal is now complete and good for 3 years!

Points of consideration

Can go back 3 years for current renewal period
Form 91 is all that is needed for MP, Observer and Scanner (no SQTR's needed)
Ratings will now expire at different times.
May work on more than one renewal per training if evaluation is completed as outlined above.
Remember to take credit for added qualifications per matrix CAPR 60-3 (C2) Attachment 4.

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