

## ***SUMMARY OF CHANGES***

This publication is substantially revised and must be completely reviewed. Highlights of changes include: Renumbering this instruction to match the governing Air Force Instruction (AFI)

34-501, *Mortuary Affairs Program*, Who is Eligible to be Interred in the USAFA Cemetery, eligibility criteria has changed along with wife or husband to spouse, updated timeframe of placement of flags at the cemetery to coincide with USAFA graduation and Memorial Day, when and where lowering of flags to half-staff, rotational schedule will be approved by 10th Air Base Wing Commander (10 ABW/CC) will only be used for active duty deaths/burials, with all retiree/veterans flag presenting will be accomplished by Honor Guard Office in Charge (OIC)/Noncommissioned Officer in Charge (NCOIC), changed Cadet Wing Superintendent to Command Chief, added HQ Preparatory School Command Chief (HQ USAFA PL/CCC), eliminates the 10th Security Forces Squadron (10 SFS) escort responsibilities except for DV1, DV2, active duty and limited high visibility funerals.

**1. Who is Eligible to be interred in the USAFA Cemetery?** **Paragraph 1.1.** through **Paragraph 1.11.** list those people eligible however, certain general conditions apply. First, all authorized military personnel must have discharges under honorable conditions (this also applies to graduates) Verification of honorable discharge will be by DD 214, Certificate of Release or Discharge from Active Duty, or DD 1300, Report of Casualty. Second, Academy authorities will not normally approve requests to inter individuals not authorized below. However, the 10 ABW/CC can disapprove a request for an exception, but only the Superintendent can approve such an exception.

1.1. USAFA cadets.

1.2. AF military personnel assigned to USAFA or to tenant units at the Academy at the time of their deaths. This does not include non-Academy personnel who are assigned on Permanent Change of Station (PCS) orders to the Academy Patient Squadron Section of the USAFA Clinic. This category of eligibility will be eliminated effective 1 January 2021.

1.3. USAFA graduates. **Note:** Only the Superintendent may disapprove a request to inter a USAFA graduate in the Academy Cemetery.

1.4. All active duty and retired USAF Generals and Lieutenant Generals.

1.5. Former Superintendents, Vice Superintendents, Commandants of Cadets, Deans of the Faculty, Directors of Staff (formerly Chiefs of Staff), congressionally appointed Directors of Admissions, USAFA Directors of Athletics, Permanent Professors, Senior Military Faculty (formerly Continuous Tour Staff Officers and Sequential Tour Faculty Officers), Tenured Faculty Officers, Preparatory School Commanders, Air Base Wing Commanders and Academy Command Chief Master Sergeants.

1.6. Original cadre AF personnel assigned to the USAFA between 11 July 1955 and 29 August 1958.

1.7. USAF cross-commissioned officer graduates of West Point or Annapolis who have retired with at least 20 years of uniformed service. This category of eligibility will be eliminated effective 1 January 2021.

1.8. Air Force Academy (AFA) Board of Visitors members with prior distinguished military service.

1.9. All Medal of Honor recipients regardless of branch of service.

1.10. All AF Cross recipients.

1.11. Former CMSgts performing as Cadet Wing Sergeant Majors who held the position during 1972-1996.

1.12. Female Air Training Officers (ATOs) assigned to the USAFA between 1975 and 1977 in support of the arrival of the first female cadets who graduated in the Class of 1980. A list of names is on file in the Mortuary Affairs Office.

1.13. Eligible relatives of a service-connected sponsor listed in [paragraph 1.2.](#) through [paragraph 1.12.](#) who are interred or eligible to be interred in the Academy Cemetery. The Academy Cemetery inters eligible relatives who die before their service-connected sponsor only if the sponsor signs an agreement saying he or she wants to be interred in the Academy Cemetery. These eligible relatives are as follows:

1.13.1. A spouse.

1.13.2. A remarried widow or widower.

1.13.3. Dependent unmarried children under the age of 23.

1.13.4. A dependent unmarried adult, defined as one whom at the time of death was over 21 years of age, incapable of self-support due to physical or mental condition and who meets any of the following conditions:

1.13.4.1. Received more than one-half of his or her support from the service-connected parent.

1.13.4.2. If the service-connected parent is deceased and interred in the Academy Cemetery, was receiving more than one-half of his or her support from the widow or widower of the deceased service-connected parent.

1.13.4.3. Was receiving such support from some other source because of the prior death or inability of the parent or parents to provide such support.

**2. Conditions for Interment in the USAFA Cemetery:** The AFA promotes and upholds the highest standards of integrity and conduct. When determining whether to inter an otherwise eligible person in the USAFA Cemetery, the Superintendent will consider current regulatory and statutory rules that apply to national or state cemeteries before making the decision. While such criteria should be considered, it is not determinative. The Superintendent may consider other available information and weigh that information as he or she deems appropriate.

### **3. Reserving Gravesites:**

3.1. The Person Authorized to Direct Disposition (PADD) or Primary Next of Kin (PNOK) may not reserve a gravesite in advance. Once the need arises, the PADD or PNOK may apply in writing or in person to USAFA Mortuary Affairs Office, 10th Force Support Squadron

(10 FSS/FSOM), 5136 Eagle Drive, Suite 115 USAF Academy CO 80840 or by calling