

# Student Checklist for USAFSOS Course Enrollment

## Open-Enrollment Courses:

- TLN (Step 1)
  - Obtain a Training Line Number (TLN) through your Unit Training Manager (UTM)
- Enroll (Step 2)
  - Enroll in the course on Blackboard by selecting the Enroll Button below or going to <https://afsoc.blackboard.com>
- Be Registered (Step 3)
  - This is the final step! Students receive an e-mail confirming course registration upon completing Steps 1 & 2

## Self-Nomination Courses:

- Enroll (Step 1)
  - Enroll in the course on Blackboard by selecting the Enroll Button below or going to <https://afsoc.blackboard.com>
- E-Mail Nomination Form (Step 2)
  - Complete the Self-Nomination Form emailed to you upon checkout on Blackboard and E-Mail the completed form to the Course Director for review
- Be Registered (Step 3)
  - This is the final step! Students receive an e-mail confirming course registration or denial upon successfully completing Steps 1 & 2

## Commander-Nominated Courses:

- Enroll (Step 1)
  - Upon notification by the Course Director, enroll in the course on Blackboard by selecting the Enroll Button below or going to <https://afsoc.blackboard.com>
- Be Registered (Step 2)
  - This is the final step! Students receive an e-mail confirming course registration upon completion of Step 1

**Note: All Steps Must Be Complete!**

**If you have completed all initial steps and do not receive a confirmation e-mail (Step 3) within a timely manner, contact the Registrar.**

**Email: [USAFSOS.Registrar@us.af.mil](mailto:USAFSOS.Registrar@us.af.mil) Phone: 850-884-4757/58**