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> [Administrative Absence for Gender Dysphoria](#)

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Administrative Absence for Gender Dysphoria

Applicable to: Military

Secretary of Defense Memorandum dated 8 May 2025 reinstated policy directing individuals with a current diagnosis or history of, or exhibiting symptoms consistent with, gender dysphoria ineligible for military service. All Service members affected by this direction are encouraged to elect for voluntary separation or retirement (if eligible) by 6 June 2025.

Service members impacted by this gender dysphoria policy may be placed on a period of administrative absence that is not chargeable to the Service member as leave. For Department of the Air Force Military Personnel, this will be accounted for as Permissive TDY (PTDY).

The number of authorized administrative absence days is determined on a case-by-case basis by the Service member's chain of command, as deemed appropriate for each individualized situation. The Service member's unit commander may authorize up to 10 days; the Service member's wing commander may authorize up to 30 days; the wing commander must request AFPC Commander approval to authorize absences in excess of 30 days.

To submit a request for administrative absence up to 30 days:

- Access LeaveWeb
- Click "new leave" request
- Select "Type T (Permissive)" as the leave type
- Select Rule 31 "Gender Dysphoria"
- In the explanation section add "gender dysphoria" as the reason for request
- Complete all other required information fields (i.e. dates, emergency phone number, etc.)
- Supervisor/Backup Approver: Appropriate approval authority level, dependent on number of days requested
- Submit request

To submit a request for administrative absence in excess of 30 days:

- Prepare the memorandum in the attachments "Administrative Absence Request in Excess of 30-Days - Member Initiated"
- Receive endorsements from your unit commander and wing commander.
- Once all endorsements have been received the package should be emailed from the member's Servicing Military Personnel Flight (MPF) to AFPC/DP3SA Special Programs at afpc.dppsa.retandsepprograms@us.af.mil.
- AFPC Special Programs will coordinate the package to the AFPC Commander for approval.
- If approved, the member's package will be filed in ARMS and sent to AFPC Operating Location-Indianapolis to have the member's record reflect the approved administrative absence.
- AFPC Special Programs will notify the member's Servicing MPF on whether the request was approved or disapproved.

Questions on this matter should be directed to the AFPC Special Programs office at afpc.dppsa.retandsepprograms@us.af.mil.

Attachments

1. [Executive Order 14183, "Prioritizing Military Excellence and Readiness," dated January 27, 2025 \(/USAFCommunity/s/knowledge-detail?pid=kAORw0000000axxKAA\)](#)
2. [SecDef memorandum, "Prioritizing Military Excellence and Readiness," dated February 7, 2025 \(/USAFCommunity/s/view-file?id=069Rw000008EjYXIA0\)](#)
3. [OUSD P&R memorandum, "Additional Guidance on Prioritizing Military Excellence and Readiness," dated February 26, 2025 \(/USAFCommunity/s/view-file?id=069Rw000008EMqWIAW\)](#)
4. [SAF/MR memorandum, Additional Guidance for Executive Order 14183, "Prioritizing Military Excellence and Readiness," dated March 1, 2025 \(/USAFCommunity/s/view-file?id=069Rw000004izOuIAI\)](#)
5. [SecDef memorandum, "Implementing Policy on Prioritizing Military Excellence and Readiness," dated May 8, 2025 \(/USAFCommunity/s/view-file?id=069Rw000008EDk3IAG\)](#)
6. [SAF/MR memorandum, "DAF Implementing Policy on Prioritizing Military Excellence and Readiness," dated May 9, 2025 \(/USAFCommunity/s/view-file?id=069Rw000008EbfrIAC\)](#)
7. [OUSD P&R memorandum, "Prioritizing Military Excellence and Readiness: Implementation Guidance", May 15, 2025 \(/USAFCommunity/s/view-file?id=069Rw000008ER3IAG\)](#)
8. [Administrative Absence Request in Excess of 30-Days Request Memorandum – Member Initiated \(/USAFCommunity/s/view-file?id=069Rw000008EI7JIAS\)](#)
9. [Administrative Absence Request in Excess of 30-Days Request Memorandum – Commander Initiated \(/USAFCommunity/s/view-file?id=069Rw000008EJeAIAW\)](#)
10. [Frequently Asked Question - Administrative Absence for Gender Dysphoria \(/USAFCommunity/s/view-file?id=069Rw000008EWhqIAG\)](#)

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