

IN-061 AFJROTC CADET GUIDE

The Cadet Guide is:

Everything You Ever Wanted To Know About AFJROTC

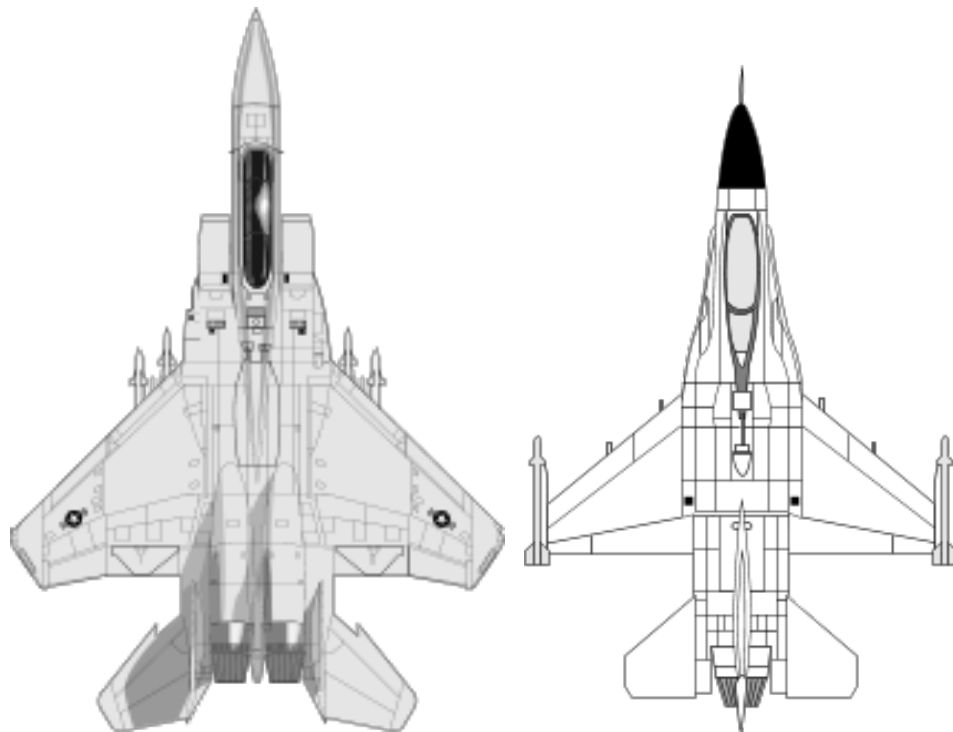
Dated August 21st, 2015 (revised Jul 06th, 2021)

We are:

Jeffersonville High School Air Force Junior Reserve Officer Training Corps (AFJROTC)
IN-061

Our Mission Is:

Develop Citizens of Character Dedicated to Serving Their Nation and Community.



The Cadet Guide is Based On:

AFJROTC Instruction 36-2010, 7 May 2018

AFJROTC Consolidated Operational Supplement, 15 June 2020

AFJROTC Curriculum Guide, 2020-2021 Academic Year

AFJROTC Assessment Checklist, Rubric, and Attachments

AFI 36-2903, Dress & Personal Appearance of Air Force Personnel, 15 March 2021

And Years & Years & Years of Experience

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Forward

Congratulations on your decision to enroll in the AFJROTC program.

The Indiana-061 Air Force Junior ROTC Group was established at Jeffersonville High School in the summer of 1971 by agreement between the Clark County School District and the United States Air Force.

The Senior Aerospace Science Instructor (SASI) is a retired US Air Force officer and the Aerospace Science Instructor (ASI) is a retired US Air Force noncommissioned officer. These instructors have extensive professional military education and training, and experience in teaching and training others.

The Air Force Junior ROTC curriculum includes aerospace science, leadership instruction, leadership training, and wellness. Cadet officers and noncommissioned officers learn leadership and management skills by organizing and directing the IN-061 AFJROTC Group.

The Aerospace Science Instructors and cadets of the IN-061 AFJROTC Group at Jeffersonville High School prepared this Cadet Guide for your use. It is not a regulation, although it refers to Air Force instruction and gives guidance in areas not practically regulated. This guide may also be informative to principals, counselors, teachers and parents.

The standards in this guide support the leadership and personal development objectives of the AFJROTC program, and if taken in the spirit in which they are intended, will provide the foundation for a pleasant and profitable educational experience. It contains policy guidance, requirements and rules of conduct for you, an AFJROTC cadet at Jeffersonville High School. We recommend that you study this guide thoroughly. You will be held responsible for its contents during daily activities and on examinations.

We wish you success and personal satisfaction as a member of the Jeffersonville High School Air Force Junior ROTC program.

Robert E. Benning

ROBERT E. BENNING, COL, USAF (retired)
Senior Aerospace Science Instructor

WHAT IS AFJROTC?

1. AFJROTC:
 - a. Air Force Junior Reserve Officer Training Corps (AFJROTC)
 - b. Founded under Public Law 88-647, "The ROTC Vitalization Act of 1964"
2. IN-061:
 - a. Activated at Jeffersonville High School in 1971
 - b. IN = Indiana
 - c. 061 = Unit Number
3. Vision Statement:
 - a. An energetic, active, fun-filled, disciplined, and professional family
4. Mission:
 - a. Develop citizens of character dedicated to serving their nation and community.
5. Objective:
 - a. Earn the right to be called a Distinguished Unit (DU) every year
6. Goals:
 - a. Instill the value of "Citizenship"
 - b. Instill the value of "Service to the United States"
 - c. Instill the value of "Personal Responsibility"
 - d. Instill the value of "A Sense of Accomplishment"
7. The Military:
 - a. You are not joining the military
 - b. You are voluntarily taking a class at Jeffersonville High School
 - c. This class can help you for the rest of your life in any job or endeavor

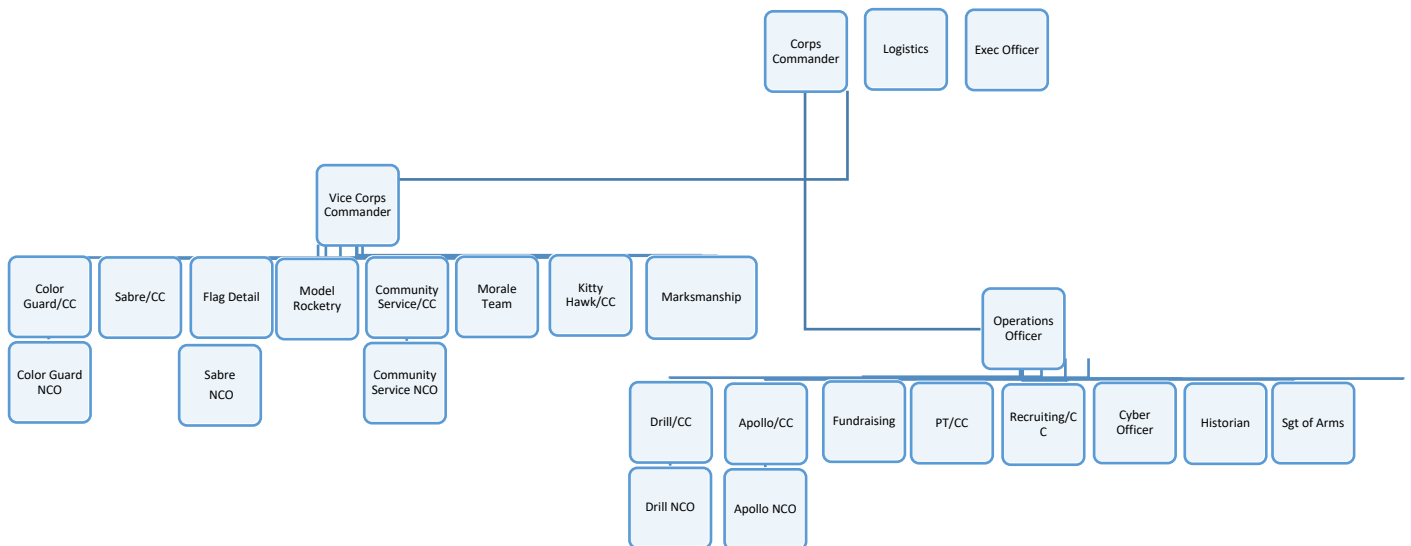
WHO IS IN CHARGE OF AFJROTC?

1. Jeffersonville High School Principals:
 - a. Ms. Hall, Principal
 - b. Mr. Eihusen, Assistant Principal
 - c. Ms. Maxwell, Assistant Principal
 - d. Mr. Stewart, Assistant Principal
 - e. Ms. Hopson, Assistant Principal
 - f. Ms. Bernard-Bramblett, Assistant Principal
 - g. School Phone: 812.282.6601
2. Senior Aerospace Science Instructor (SASI):
 - a. Colonel (Retired) Robert Benning, Room M013
 - b. School Phone: 812.282.6601 extension 15267
 - c. Experience: 25 years in uniform.
3. Aerospace Science Instructor (ASI):
 - a. MSgt (Retired) Chris Manley, Room M013
 - b. School Phone: 812.282.6601 extension 15395
 - c. Experience: 21 years in uniform
4. The Cadet Group:
 - a. IN-061 is run by you, the Cadets, from the Cadet Classroom, Room M013
 - b. One Cadet, called the Cadet Corps Commander, is in charge
 - c. All the other Cadets work with Corps Commander under his/her leadership
 - d. The Cadet Chain of Command is on the next page
 - e. Job descriptions for each Cadet job are following the Chain of Command in the classroom
 - f. You can see who has what job on the Chain of Command in the Cadet Classroom
5. Cadet Selections:
 - a. Cadets are selected for jobs by Cadet Commander, with approval from SASI/ASI
 - b. Selections are based on Scholarship, Leadership, Character, and Service
 - i. Scholarship: Good grades in all classes
 - ii. Leadership: Demonstrated leadership and potential leadership traits
 - iii. Character: Behavior and personal appearance (grooming & uniform wear)
 - iv. Service: Active in Cadet Corps leadership and management
6. Supervision:
 - a. Continual AFJROTC SASI/ASI supervision is required at all AFJROTC activities/events
 - b. Cadets are not allowed to release other Cadets from classroom or activity
 - c. Cadet roll call will be taken often when away from JHS

HOW ARE THE CADETS ORGANIZED?

1. This chart shows the Cadet Unit Manning Document (UMD)
2. It represents the Cadet Chain of Command and is also called the Cadet Wiring Diagram
3. The Cadets in each job have specific duties as outlined in this document

Detachment IN-061 Cadet Chain of Command



WHAT ARE THE KEY STAFF POSITIONS?

1. The Corps Commander is responsible for:
 - a. The appearance, discipline, efficiency, training, and conduct of the corps.
 - b. The accomplishment of the leadership training program and mission under the guidance of the SASI/ASI.
 - c. Ensuring that all members of the Cadet Corps have the opportunity to develop leadership commensurate with their individual abilities.
 - d. Administering cadet corps activities in accordance with Air Force and AFJROTC regulations, principles, and procedures.
2. The Vice Corps Commander is responsible for:
 - a. Command of the Wing during the absence of the Corps Commander.
 - b. Supervising group staff and ensuring the staff is organized according to regulations.
 - c. Administering the Group in accordance with established guidelines.
3. The Operations Officer is responsible for:
 - a. Ensuring training goals are met by each cadet.
 - b. Submitting after-action reports on all special projects and performing other duties as assigned by the Corps Commander.
4. The Kitty Hawk Commander is responsible for:
 - a. Managing the Kitty Hawk Air Society impact program.
 - b. Promoting high academic standards and achievement.
5. The Morale Team Commander is responsible for:
 - a. Maintaining composure of the AFJROTC unit, in terms of sanitation and classroom order.
 - b. Making sure that all tasks appointed to them are done as soon as possible.
6. The Apollo Commander is responsible for:
 - a. Managing activities of those cadets participating in the Apollo Program.
 - b. Assuring cadets meet personal appearance standards for participation.
 - c. Maintaining required materials required by cadets to perform duties.
 - d. Submitting after-action reports when necessary to resolve disciplinary or conduct issues.
 - e. Work alongside the Apollo NCO .
7. The Cyber Officer/Historian is responsible for:
 - a. Maintain the online publication of the AFJROTC cadet corps.
 - b. Photographing as many AFJROTC events as possible
8. The PT Commander is responsible for:
 - a. Assisting the ASI in managing/planning activities of the cadets participating in the physical fitness program.
 - b. Assuring cadets meet the academic/personal appearance standards of cadets participating in the physical fitness program.
 - c. Planning teams/practice dates for PT events/competitions.
9. The Executive Officer is responsible for:
 - a. Collection of records for corps meetings.

DEVELOP CITIZENS OF CHARACTER DEDICATED TO SERVING THEIR NATION AND COMMUNITY.

10. The Recruiting Commander is responsible for:
 - a. Management and collection of ideas pertaining to recruiting.
 - b. Management and organization of events for the recruiting effort.
11. The Community Service Commander is responsible for:
 - a. Organization of events for the benefit of the community.
 - b. Management of Community Service events and maintenance of order.
 - c. Work alongside Community Service NCO.
12. The Fundraising Commander is responsible for:
 - a. The organization of obtaining funds to perform AFJROTC events and activities.
 - b. Management of events, organized for the purpose of fundraising.
13. The Marksmanship NCO is responsible for:
 - a. Set-up equipment (stands, targets, mats, etc)
 - b. Ensure SF 702 signed appropriately
14. The Logistics Commander is responsible for:
 - a. Maintaining AFJROTC uniform inventory.
 - b. Update WINGS on uniform inventory.
 - c. Work alongside the SASI and Logistics NCOs.
15. The Color Guard Commander is responsible for:
 - a. Teaching cadets how to present the Colors.
 - b. Organizing and attending Color Guard events and competitions.
 - c. Working alongside the Color Guard NCO.
16. The Drill Team Commander is responsible for:
 - a. Teaching cadets how to perform Drill movements/routines.
 - b. Organizing Drill Teams and attend Drill Competitions.
 - c. Working alongside the Drill Team NCO.
17. The Saber Team Commander is responsible for:
 - a. Teaching cadets how to correctly perform at Saber events (i.e. Dining Out, Homecoming, Pep Rally, and Military Ball).
18. The Flag Detail Commander is responsible for:
 - a. Teaching cadets the proper procedures for flag raising and retreat.
 - b. Organizing Flag Details for every Monday and Friday.
19. The Model Rocketry Commander is responsible for:
 - a. Teaching cadets the importance and development of rockets.
20. The Sergeant of Arms is responsible for:
 - a. Attending after school activities that involves rifles/sabers.
 - b. Managing inventory of rifles/sabers (everything is locked up).
 - c. Ensure SF 702 signed appropriately

WHAT ARE THE ENROLLMENT REQUIREMENTS FOR AFJROTC?

1. Enrollment: You must be enrolled as a high school student, includes home schooled
2. Voluntary: AFJROTC is a voluntary class – you volunteer to take it, talk to a Counselor
3. Selection: You must be approved by AFJROTC SASI/ASI
4. Sexual Orientation: All students are eligible regardless of sexual orientation
5. Special Needs: All special needs and handicapped students are eligible to join AFJROTC
6. Foreign Cadets: If JHS approved, foreign Cadets will meet all standards and participate fully
7. Transfers: Cadets from other JROTC programs can join AFJROTC, SASI/ASI determine transferring rank, awards, and decorations
8. Pregnant Students: Pregnant Cadets are permitted to participate in AFJROTC
9. After School AFJROTC Activities: Cadets participate at the discretion of the SASI/ASI
10. Completion: A passing semester grade constitutes successful completion
11. Reserve Cadet: If a student has completed the entire AFJROTC Academic Program at the school, he may enroll as a Reserve Cadet. A Reserve Cadet may participate in all after school LDR/co-curricular activities.
12. Disciplinary Actions: All disciplinary actions of cadets will be handled by the SASI/ASI
13. Physical discipline and hazing is strictly prohibited in AFJROTC.
14. To Avoid Disenrollment:
 - a. Cadets must meet acceptable standards of conduct and personal appearance
 - b. Cadets need to avoid things that lead to unacceptable behavior such as, but not limited to, alcohol, drugs, tobacco, horseplay, public display of affection (PDA) while in uniform, fighting, disparaging remarks, insubordination, disrespect, verbal threats, and physical attacks
 - c. Cadets must wear the uniform and meet weekly grooming standards. Cadets failing to wear their uniform all day on a uniform day will be placed on probation. Cadets failing to wear their uniform while on uniform probation will be removed from the program.
 - d. Cadets must bring respect to JHS, AFJROTC, and the Air Force
 - e. Cadets must demonstrate good behavior, in and out of uniform
 - f. Cadets must stay out of disciplinary difficulties
 - g. Cadets must participate in Classroom Drill and Physical Training
 - h. Cadets must pass the class to continue
 - i. Cadets must not display inaptitude or indifference to training
15. Disenrollment:
 - a. Cadets can be disenrolled if desired by Cadet, and Parent or Guardian
 - b. Cadets can be disenrolled by SASI or Principal for other appropriate reasons

WHAT ARE THE AFJROTC ACTIVITIES?

1. Opportunities:
 - a. Many opportunities for your personal growth, achievement, and advancement
 - b. Get involved with activities outside the classroom
 - c. You will get out of AFJROTC what you put into it
2. Activity Membership Rules:
 - a. Must be a regular AFJROTC Cadet to participate in AFJROTC activities
 - b. SASI/ASI can approve non-Cadets participation (this is rare)
 - c. Must meet uniform and grooming standards to participate away from school
3. Community Service Activities: Creates, plans, and completes Community Service and school projects (Golden Corral, Home Depot Safety Day, Loaves and Fishes, Canned food drive, etc)

The 13 LDR (Co-Curricular) Activities of AFJROTC

1. Drill Team (Never Leave Rifles/Equipment Unattended): Practices weekly and competes at Drill Competitions
2. Color Guard Team: (Never Leave Rifles /Equipment Unattended):
 - a. Competition Color Guard Team (Never Leave Rifles/Equipment Unattended):
 - i. Competes at Drill Competitions
 - b. Performance Color Guard/Sabre Team (Never Leave Rifles/Equipment Unattended):
 - i. Performs Color Guards at home Football and Basketball Games
4. Honor Guard: (Never Leave Rifles /Equipment Unattended): Elite group with honor of Presenting the Colors throughout Southern Indiana
5. Kitty Hawk Air Society (KHAS):
 - a. Academic Honor Society promoting high academic standards
 - b. Sponsors AFJROTC Study Club and manages KHAS scholarship
 - c. Holds monthly meetings
6. Recruiting Activities:
 - a. Recruits new Cadets at JHS activities, and events; and at Middle Schools
 - b. Members must wear the uniform professionally, look and act accordingly, and be able to communicate effectively.
7. Academic Bowl Team: Participates in the JROTC Academic Bowl Competition
8. Saber Team: Practices weekly and performs at official functions such as Dining Out, Military Ball and Home Coming
9. Morale Team: Assists the custodians quarterly in cleaning various sections of the school
10. Model Rocketry: Builds, modifies, and launches air, water and model rockets
11. PT Team: Practices weekly and competes in PT competitions
12. Apollo: Assists Athletic Department during home football and home boys' basketball games.
13. Flag Detail: Performs weekly raising and lowering of the American Flag on school grounds
14. Marksmanship: Practices weekly and competes in Marksmanship competitions

The AFJROTC Social Activities

1. Events: Our very own AFJROTC Social Events, attended by AFJROTC Cadets
2. Activity Night/ Picnic: Outdoor/indoor fun days: food, competition, playing games and sports
3. Dining Out: Required event, held in fall, formal dinner, parents and guests are invited
4. Awards Ceremony: Required event held in spring to celebrate and honor achievements
5. Military Ball: formal military dance with light refreshments; held after Awards Ceremony

WHY SHOULD I BE IN AFJROTC?

1. AFJROTC Is All About You:
 - a. AFJROTC builds a more confident, trained, and capable you
 - b. AFJROTC is a learning experience and enjoyable in the classroom
 - c. AFJROTC is also enjoyable when participating in the 13 AFJROTC Co-Curricular Activities
2. Advanced Enlistment:
 - a. If you decide to go into the military, AFJROTC can earn you extra stripes and pay
 - b. Make sure to get a certificate from the SASI/ASI and tell your Recruiter
3. Scholarships, College Credit, & Service Academies:
 - a. If you decide to go to college, AFJROTC makes you competitive for scholarships
 - b. Apply for scholarships early and often – talk to the SASI/ASI
 - c. AFJROTC will prepare you for College ROTC program
 - d. AFJROTC may give you an extra opportunity to get into a Service Academy
4. Personal Achievement:
 - a. Cadet Rank – A steady stream of advanced rank for those that participate
 - b. Awards – A uniform full of ribbons, medals, and badges for those that participate
 - c. Certificates – A file full of recognitions of achievement for those that participate
5. Personal Discipline:
 - a. The ability to “Do what you are told to do when you are told to do it”
 - b. Then, the ability to “Do what you need to do when you need to do it”
 - c. Finally, to “Do what you are supposed to do when you are supposed to do it”
6. Leadership Training:
 - a. Find out what kind of leadership works best for you
 - b. There is no better class in the school for you to experiment with leadership

WHAT IS EXPECTED OF ME IN THE AFJROTC CLASSROOM?

1. Flights: Classes are called Flights
 - a. We have 6 class periods with Flights Alpha through Foxtrot
 - b. Flights are led by Cadet Flight Commanders and Element Leads
 - c. All Cadets are expected to respect and follow the commands of the Cadet leaders
2. Daily Flight Opening Ceremony:
 - a. Enter classroom without electronics devices on, and without wearing earbuds or headphones (No electronics should be seen while in the classroom to include headphones)
 - b. At class bell, be at Parade Rest by desk
 - c. Flight Commander calls Flight to Attention and opens class (sample agenda follows):
 - i. Pledge of Allegiance
 - ii. Mission Statement
 - iii. Air Force Core Values
 - iv. Attendance, report in to SASI/ASI
 - v. Read weekly announcements
 - vi. Monitors behavior during class
 - vii. Prepares class for dismissal
 - d. Following Flt/CC reporting in, SASI/ASI says, “seats”
 - i. Cadets sit at attention
 - ii. Cadets’ feet are on ground and hands on desk
 - iii. SASI/ASI will say, “at ease” following announcements
3. Late arrivals:
 - a. Show pass from other teacher/staff member/Attendance Office
 - b. Quietly take a seat without walking in front of class
4. Talking: Raise your hand to talk, and use Customs and Courtesies to communicate
5. Homework/Classwork:
 - a. Do the homework/classwork and get it in on time
 - b. There is not very much homework, but what there is, counts
6. Specific Classroom Behavior:
 - a. Sit up, Stay awake, Stay on task without disruptive behavior
 - b. Cell phone are not allowed in classroom unless specific permission is given by the SASI/ASI.
 - c. Obtain permission from the Flight Commander or SASI/ASI to leave your seat
 - d. Obtain permission from the SASI/ASI to leave the classroom – take a pass
 - e. Follow the JHS dress code
 - f. Wait to be dismissed by SASI/ASI at the end of class
 - g. Do not consume food/drink (except water) or chew gum in class
 - h. You will not litter in the classroom or leave study material or personal items in the AFJROTC area without first getting approval from SASI/ASI. If left behind, you will pick up the items from your respective flight “folder”
 - i. You will not mark, scratch or otherwise deface AF or Jeffersonville H.S. property

WHAT IS EXPECTED OF ME AS A CADET?

1. We expect you to take every opportunity to work on you, to improve yourself:
“Be All You Can Be” (an old Army motto, and it was a great one)
2. We expect you to be a good Citizen, with Character, and working for your Community:
Develop citizens of character dedicated to serving their nation and community.
3. We expect you to make every effort to live by the **Cadet Honor Code**
I shall not lie, cheat, nor steal, nor will I tolerate those who do.
4. We expect you to make every effort to live by the **Air Force Core Values**
Integrity First – Service Before Self – Excellence In All We Do
5. We expect you to make every effort to follow our very own **“Two Special Rules:”**
“Thou Shalt Not Judge” Don’t Criticize, even sarcasm can hurt
“No Horseplay – None” Don’t get started – it quickly gets out of hand
6. We expect you to use **“Common Courtesies”** to talk to SASI/ASI/Cadet Leaders:
1st Response: **“Yes, Sir or Ma’am.”**
2nd Response: **“No, Sir or Ma’am.”**
7. We expect you to make every effort to follow the customs of Military Courtesy:
Obey Commands: Legal, lawful commands will come from Cadets and SASI/ASI
Set a Good Example: It is expected – You are a Cadet
Show Respect: Display friendliness and respect to other students, teachers and faculty
Discourage Public Display of Affection (PDA): Not in uniform – Starts with holding hands
Remember Salutes, Sir’s, and Ma’am’s: Salute outside & always use Sir/Ma’am with leaders
Have Great Behavior: Always be on your best behavior – Especially if you want to go anywhere
Use the Wingman concept: Look out for each other, don’t wander off alone
Manage Complaints: Use the Military Chain of Command to voice complaints – It works
8. **No Hazing:** Any form of hazing (verbal or physical) or requiring Cadets to perform physical action (pushups, running laps, inappropriate physical contact (shoving, pulling, grabbing, etc.) as a reprimand, punishment, or failure to perform will not be tolerated in any IN-061 classroom or activity, including practices in any co-curricular activity. Any form of verbal abuse, teasing, public rebuke, or any attempt to otherwise humiliate a Cadet is also prohibited. This prohibition applies to all IN-061 activities/people, including SASI/ASI, Cadets, and any personnel involved with or participating in any of our activities or events. IN-061 personnel will not encourage, facilitate, or otherwise condone secret societies or private clubs as part of its program. This No Hazing policy is herein posted, as directed.

WHAT DO I HAVE TO MEMORIZE IN AFJROTC?

1. Memorize the items on this page and the previous page in bold print
 - a. You may be tested
2. The Pledge of Allegiance, by Francis M. Bellamy, written in 1892
I pledge allegiance to the Flag of the United States of America,
and to the Republic for which it stands, one Nation under God,
indivisible, with liberty and justice for all.
3. The Mission Statement
To develop citizens of character dedicated to serving their nation and community.
4. The Air Force Corps Values
Integrity First – Service Before Self – Excellence In All We Do

WHAT IS IMPORTANT TO KNOW IN AFJROTC?

1. The Cadet Creed
 - I am an Air Force Junior ROTC Cadet.
 - I am connected and faithful to every Corps of Cadets who serve their community and nation with patriotism.
 - I earn respect when I uphold the Core Values of Integrity First, Service Before Self, and Excellence in All We Do.
 - I will always conduct myself to bring credit to my family, school, Corps of Cadets, community, and myself.
 - My character defines me. I will not lie, cheat, or steal.
 - I am accountable for my actions and deeds.
 - I will hold others accountable for their actions as well.
 - I will honor those I serve with, those who have gone before me, and those who will come after me.
 - I am a Patriot, a Leader, and a Wingman devoted to those I follow, serve, and lead.
 - I am an Air Force Junior ROTC Cadet.
2. When In Charge – Take Charge
3. You Are Responsible For Your Actions
4. You Earn Rank
5. It's Uniform Day, Not Uniform Hour
6. It's Your Grade!!
7. At no time will Replica Weapons/Air Rifles/Sabers/Swords be left unattended!!

WHAT IS THE AFJROTC SYLLABUS?

1. Syllabus Defined:
 - a. This Syllabus is an outline/summary of AFJROTC instruction and management
 - b. It's a "contract" between SASI/ASI & Cadets to answer Cadets' question about AFJROTC
2. Enrollment & Disenrollment: See "WHAT ARE THE ENROLLMENT REQUIREMENTS FOR AFJROTC?" for complete enrollment and disenrollment criteria
3. Course Name: AFJROTC (as listed in BHS Course Descriptions Booklet)
4. Cadet Year Groups Taking the Course: 9th, 10th, 11th, 12th
5. Credit Hours: 1 Elective Credit per school year
6. SASI/ASI's Names: See "WHO IS IN CHARGE OF AFJROTC?" for further details
 - a. All Cadets: Leadership Education and Wellness – MSgt. (Ret.) Manley
 - b. All Cadets: Aerospace Science and Wellness – Col. (Ret.) Benning
7. Basic Purpose of the Class: AFJROTC is designed to educate and train students in citizenship; Promote community service; Instill responsibility, character and self-discipline; Promote physical fitness; Provide instruction in military history, science of flight, space exploration, and other cultural topics.
8. Physical Training (PT) Requirement:
 - a. Dress & participate at least once a week (typically on Fridays) in PT activities
 - b. Participate in Wellness classes and other PT activities throughout the week
 - c. See "WHAT ARE THE WELLNESS PROGRAM ACTIVITIES?" and "WHAT ARE THE PHYSICAL ACTIVITY GUIDELINES?" for Wellness Program details
9. Uniform Day: Uniforms are normally worn on Wednesday/Thursday, exceptions are advertised
10. Grading Procedures: See "HOW DO I EARN MY AFJROTC GRADE?" for Grading Procedures
11. Academic Program: The curriculum includes these 3 major items:
 - a. Leadership Education (LE): LE is the portion of the AFJROTC curriculum that develops leadership skills and acquaints students with the practical application of life skills. The leadership education curriculum emphasizes discipline, responsibility, leadership, followership, citizenship, customs and courtesies, Cadet Corps activities, study habits, time management, communication skills, career opportunities, life skills, financial literacy, management skills, and drill and ceremonies. (40% of available contact time is for LE instruction)
 - b. Aerospace Science (AS): AS acquaints students with the elements of aerospace and the aerospace environment. It introduces them to the principles of aircraft flight and navigation, the history of aviation, development of air power, contemporary aviation, human requirements of flight, cultural and global awareness, geography, the space environment, space programs, space technology, rocketry, propulsion, the aerospace industry, and survival. (40% of available contact time is for AS instruction)
 - c. Wellness Program: Official and integral part of the AFJROTC program. The objective of the Wellness Program is to motivate Cadets to lead healthy, active lifestyles beyond program requirements and into their adult lives. For classes awarding elective or PE credit for AFJROTC courses, 20% of available contact time must be devoted to Wellness instruction.

WHAT ARE THE WELLNESS PROGRAM ACTIVITIES?

Quoted From: *AFJROTC Curriculum Guide (AFJROTC Academic Program Description), 2020, starting on page 168.*







1. Wellness is an official and integral part of the Air Force Junior ROTC program. The objective of the Wellness curriculum is instrumental in developing citizens of character dedicated to serving our nation and communities. The program is provided as a tool to help you develop individualized training programs for Cadets. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education 100. We include other activities Cadets enjoy such as team sports in order to keep the Wellness Program fun and motivating. Cadet fitness improvement is rewarded, either by earning the Wellness Ribbon
2. The course objective for the Wellness Program is to: Motivate AFJROTC Cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
3. The goals of the Wellness Program are to:
 - a. Create an individualized training program based on national standards by gender.
 - b. Identify areas of improvements for each Cadet and provide guidance for improvement.
 - c. Incorporate a physical training program to reach fitness goals.
4. The uniform for the Wellness Program is the locally purchased PT Gear with navy blue shorts and grey t-shirts. This uniform will be issued to all cadets at the start of the school year.
5. Regular physical activity in adolescents promotes health and fitness. Compared to those who are inactive, physically active youth have higher levels of cardio respiratory fitness and stronger muscles. Their bones are stronger, and they may have reduced symptoms of anxiety and depression. Youth who are regularly active also have a better chance of a healthy adulthood. They also typically have a lower Body Mass Index (BMI). With higher BMI's, an increased risk for certain diseases such as heart disease, high blood pressure, type 2 diabetes, gallstones, breathing problems, and certain cancers may develop. Adolescents don't usually develop chronic diseases; however, risk factors for these diseases can begin to develop early in life. Regular physical activity makes it less likely that these risk factors will develop and more likely that adolescents will remain healthy as adults.

WHAT ARE THE PHYSICAL ACTIVITY GUIDELINES?








1. Youth Physical Activity Guidelines:
 - a. 60 Minutes: Adolescents should have 60 minutes (1 hour) or more of physical activity daily. We are limited to 35 minutes in class to allow for cadets to change.
 - b. Aerobic: Most of these types of activities should be either moderate or vigorous-intensity physical activity at least 3 days a week.
 - c. Muscle-strengthening: As part of their daily physical activity, adolescents should include muscle-strengthening physical activity on at least 3 days of the week.
 - d. Bone-strengthening: As part of their daily physical activity, adolescents should include bone-strengthening physical activity on at least 3 days of the week.
2. It is important to encourage young people to participate in physical activities that are appropriate for their age, that are enjoyable, and that offer variety. For more information about the Physical Activity Guidelines and associated toolkit, visit the President's Challenge web site.
3. Physical Fitness Test recognizes Cadets level of physical fitness in 3 activities (Key Exercises for Adolescents):
 - a. Sit-ups (or crunches)
 - b. One-Mile Run
 - c. Right Angle Push-ups
4. AFJROTC Wellness Program Exercises: This program is comprised of 19 exercises which can be conducted with minimal space and with minimal climate dependency (e.g., the 1-mile run). The exercises develop all muscle groups and provide sufficient anaerobic and aerobic intensity. They require no equipment and use only body weight and common objects (e.g., chairs). The 19 exercises are: V-Sit Reach, Lunges, Bent-Knee Push-ups, Arm Extended Lunges, Feet Elevated Push-ups, Reverse Extended Lunges, Hindu Push-ups, Mountain Climbers, Plank, Hindu Squats, Left Arm and Right Arm Planks, Body Builders, Sit-Ups, Squat Leaps, Extended Side Push-ups, Side Lateral Jumps, Flutter Kicks, One-Mile Run, Push-ups. Descriptions for these exercises are located in WINGS.
5. A typical exercise class may go as follows:
 - a. The AFJROTC PT uniform (PT shirt and shorts) and good athletic shoes are required
 - b. Warm-up/Stretch
 - c. Pick 6 or more exercises to perform depending on time
 - d. Ensure proper form and technique
 - e. Students will strive to complete number of repetitions indicated by PT leader
 - f. Participate in team sport/activity
 - g. Cool-down/Stretch
 - h. During the next class periods, students should perform six different exercises
6. Cadet Fitness Assessments: The Fitness Program is a yearlong program designed to establish a baseline for each Cadet and when required, provide a program of improvement throughout the school year. SASI/ASI are required to administer this fitness test at the beginning and end of the school year at a minimum and will provide feedback to Cadets concerning improvement. This feedback will allow Cadets and SASI/ASI to modify fitness programs to meet individual needs that provide progressive improvement towards a healthy, active lifestyle.

AFJROTC CADET RANKS

(Here is a sneak peek at our **First 7** Cadet ranks, please see the next page for the details.)

FIRST 7 (THE FIRST 7 CADET ENLISTED RANKS) – MEET THE BASIC CRITERIA ON THE FOLLOWING PAGE TO GET PROMOTED							
ENLISTED INSIGNIA RANK HAS STRIPES	NO INSIGNIA						
FULL NAME	CADET AIRMAN BASIC	CADET AIRMAN	CADET AIRMAN FIRST CLASS	CADET SENIOR AIRMAN	CADET STAFF SERGEANT	CADET TECHNICAL SERGEANT	CADET MASTER SERGEANT
Abbreviation	c/AB	c/AMN	c/A1C	c/SRA	c/SSgt.	c/TSgt.	c/MSgt.

(Here is a sneak peek at our **Top 7** Cadet ranks, please see the next page for the details)

TOP 7 (TOP 2 ENLISTED RANKS AND ALL 5 OFFICER RANKS) – MEET THE CRITERIA ON THE FOLLOWING PAGE TO GET PROMOTED, AND HOLD A CADET LEADERSHIP POSITION AND/OR BE PART OF MANAGING THE CORPS							
OFFICER INSIGNIA RANK HAS CHEVRONS							
FULL NAME	CADET SENIOR MASTER SERGEANT	CADET CHIEF MASTER SERGEANT	CADET SECOND LIEUTENANT	CADET FIRST LIEUTENANT	CADET CAPTAIN	CADET MAJOR	CADET LIEUTENANT COLONEL
Abbreviation	c/SMSgt.	c/CMSgt.	c/2 Lt.	c/1 Lt.	c/Capt.	c/Maj.	c/Lt. Col.

United States Air Force Ranks

Rank, Pay Grade, and Insignia

Enlisted

E-1	E-2	E-3	E-4	E-5	E-6	E-7	E-8	E-8	E-9	E-9			
Air Force													
no insignia													
Airman Basic (AB)	Airman (Amn)	Airman First Class (A1C)	Senior Airman (SrA)	Staff Sergeant (SSgt)	Technical Sergeant (TSgt)	Master Sergeant (MSgt)	First Sergeant (E-7)	Senior Master Sergeant (SMSgt)	First Sergeant (E-8)	Chief Master Sergeant (CMSgt)	First Sergeant (E-9)	Command Chief Master Sergeant (CCM Sgt)	Chief Master Sergeant of the Air Force (CMSAF)

Officer

O-1	O-2	O-3	O-4	O-5	O-6	O-7	O-8	O-9	O-10	
Air Force										
										
2nd Lieutenant (2nd Lt.)	1st Lieutenant (1st Lt.)	Captain (Capt.)	Major (Maj.)	Lieutenant Colonel (Lt. Col.)	Colonel (Col.)	Brigadier General (Brig. Gen.)	Major General (Maj. Gen.)	Lieutenant General (Lt. Gen.)	General (Gen.)	General of the Air Force (reserved for wartime only)

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HOW DO I EARN MY AFJROTC PROMOTIONS?

1. The Meaning of Rank: Represents Current Achievement and Future Potential
 - a. Provides constant challenge and motivation to cadets
 - b. Insignia of promotion reflects visible evidence of progression
 - c. Evidence of growing maturity and willingness to accept additional responsibility
2. Rank Titles: All rank titles are preceded by the word Cadet or the symbol c/
3. Promotion Criteria: Earn rank by meeting the following Promotion Criteria:
 - a. School Academics = You have to have at least a 1.0 GPA
 - b. JROTC Academics = Academic grade in AS/LE and Wellness classes
 - c. Behavioral = Your conduct (AFJROTC and JHS) Good or above, determined by SASI/ASI
 - d. Participations within Corps = 13 Co-Curricular Activities
 - e. Your Uniform Wear = Wear all assigned uniforms – makeups count, no zeros
 - f. Staff Position = Your participation and management of the Corps
 - g. Cadet Corps CC and his staff select cadets for promotion with approval from the SASI/ASI.
4. Promotion Cycle:
 - a. Promotions are awarded at the beginning of each quarter
 - b. Special promotions may be posted at any time
5. The Cadet Lieutenant Colonels, Majors:
 - a. Cadet Lieutenant Colonel (c/Lt Col) rank is reserved for Corps CC Commander
 - b. Cadet Major (c/Maj) rank is reserved for the Vice Commander and Operations Commander or other positions as appointed by SASI/ASI
6. Demotion/Reduction in Cadet Rank:
 - a. Cadets who are suspended or behave in an inappropriate manner
 - b. Failure to satisfactorily perform job duties per job descriptions
 - c. Failure to satisfactorily perform additional duties as required by the Commander, the Deputy Commander, or the SASI/ASI
 - d. Unauthorized absence from cadet staff meetings
 - e. Failure to maintain a passing grade in AFJROTC
 - f. Two or more uniform misses
 - g. Any reason deemed necessary by the SASI/ASI

HOW DO I EARN MY AFJROTC AWARDS?


1. Medals, ribbons, & certificates are earned by your participation, grades, and behavior throughout the school year
2. Selection:
 - a. Made by Cadet Corps Commander and staff, and approved by SASI/ASI
 - b. Based on your participation, grades, uniform wear, and behavior
3. National Awards (See The AFJROTC Operational Supplement For More Details About Awards And Decorations):
 - a. Over 20 high-level awards, with medals, from national organizations
 - b. Awarded to most outstanding Cadets, judged by participation and behavior at the discretion of the SASI/ASI
 - c. Gold/Silver Valor, Humanitarian, and Community Service (CS) w/Excellences:
 - i. Gold Valor – Voluntary act of personal bravery involving risk of life
 - ii. Silver Valor – Voluntary act of personal bravery not involving risk of life
 - iii. Humanitarian – Provides major aid in extraordinary event/disaster
 - iv. Silver Star CS w/Excellence – Top 5% of units with highest/cadet average for CS
 - v. CS w/Excellence – Significant leadership planning/executing major CS event
4. AFJROTC Ribbons (See The AFJROTC Operational Supplement For More Details About Awards And Decorations):
 - a. Distinguished Unit (DU) – All Cadets when IN-061 earns DU (Yearly)
 - b. Outstanding Organization (OO) – All Cadets when IN-061 earns OO (Yearly)
 - c. Outstanding Flight (OF) – All Cadets in Flight that earns OF per semester, based on grades and Corps participation (Semester)
 - d. Top Performer – Top 2% for leadership & job performance (Yearly)
 - e. Outstanding Cadet – Top Cadet in each year group, based on participation/behavior (Yearly)
 - f. Leadership – Top 10% based on leadership in and outside the classroom (Yearly)
 - g. Superior Performance – Top 10% based on sustained superior actions (Yearly)
 - h. Achievement – Top 15% based on achievement (Yearly)
 - i. Academic – An AFJROTC “A” in each term and semester and overall JHS GPA of “B” (semester, may only receive 1 annually)
 - j. Cadet Leadership Course – Successful completion of accredited leadership school (Completion)
 - k. Special Teams Placement – All Cadets on all 1st, 2nd, 3rd place teams – all variety of teams; per national level competition (completed)
 - l. Orienteering Competition – All Cadets completing a Orienteering program Team (Yearly)
 - m. Leadership Development Requirement– Exceptional leadership in LDR activities (Yearly)
 - n. Drill/Saber– 75% of practices/performed in 3 events with good behavior (Semester)
 - o. Color Guard - 75% of practices/perform 5 events with good behavior (Semester)
 - p. Marksmanship – 75% of practices/competed in 1 marksmanship event
 - q. Good Conduct – Attendance, Dress & Appearance ribbons, positive behavior, no ISS, & average a “B” in AFJROTC for the year (Yearly)
 - r. Service – Top 10% in Community Service projects and events (Yearly)

DEVELOP CITIZENS OF CHARACTER DEDICATED TO SERVING THEIR NATION AND COMMUNITY.

- s. Health and Wellness – All cadets participate in program with 90% PT uniform wear. PT Test 75-84% rcv Bronze Star device; 85-95% rcv Silver Star device; 96-100% rcv Gold Star device. If already wearing ribbon with cluster, cadets rcv additional ribbon with highest level star device (Yearly)
- t. Recruiting – Attending a minimum of 2 recruiting events or recruiting 2 Cadets that stays for a semester in AF JROTC (Semester)
- u. Activities – LDR participation other than CG, Drill, Sabres. Includes but not limited to Model Rocketry, Apollo, PT team, Academic Bowl Team (Semester)
- v. Attendance – Limit of 1 tardy, 3 excused absences, 0 unexcused absences per term (Semester, may only receive 1 award annually)
- w. Dress & Appearance – Wear all uniforms and average 90% on overall uniform grade (Yearly)
- x. Longevity – Successful completion of AFJROTC year (Yearly)
- y. Bataan Death March – Conduct 14 mile hike in span of 1 to 3 days (Completion)
- z. Patriotic Flag – Participate in minimum of 5 non-color guard events specifically to honor nation’s flag. Events include flag raising, retirement or folding ceremonies. (Completion)

The AFJROTC Ribbon Chart in this Cadet Guide shows other National Awards

HOW DO I EARN AFJROTC INSIGNIA AND BADGES?

1. Positive Actions: Insignia and badges are earned by your positive actions
2. Rank Insignia: Earned by promotion – see “HOW DO I EARN MY AFJROTC PROMOTIONS?”
3. Badges (See The AFJROTC Operational Supplement For More Details About Awards And Decorations):
 - a. Ground School – Complete aviation honors or FAA accredited ground school
 - b. Flight Solo – Possess certified solo flight certificate
 - c. Flight Certificate – Possess certified pilot’s certificate
 - d. Awareness Presentation Team – 75% practices/events with good behavior
 - e. Kitty Hawk Air Society – 75% activities with good behavior and application processed
 - f. Academy Modeling of Aeronautics (AMA) – Members of AMA club
4. Distinguished AFJROTC Cadet – One outstanding Junior Cadet based on participation, behavior, and leadership potential (Distinguished Cadet Badge At Right) 
5. Aerospace Education Foundation Academic Cadet – 3.3 HS GPA (no HS D’s/F’s, 10th/11th grade Cadets)
6. Model Rocketry – Member of Model Rocketry Team that builds/launches same rocket twice
7. Marksmanship Badge (earned by scores obtained in competitions and not practices):
 - a. Basic Marksmanship badge- combined score of 170 or above on 3x10 positions
 - b. Sharpshooter badge- combined score of 220 or above on 3x10 positions
 - c. Expert badge- combined score of 250 or above on 3x10 positions
8. Other JROTC Badges: Documented badges earned in other JROTC programs
9. Shoulder Cords:
 - a. Authorized one shoulder cord on left shoulder (blue shirt & service dress coat only)
 - b. Shoulder cords are authorized for cadet staff and may be authorized for Color Guard members.



ACADEMIC EXCELLENCE
BADGE



AWARENESS PRESENTATION
TEAM BADGE



KITTY HAWK AIR
SOCIETY BADGE



MARKSMANSHIP



SHARPSHOOTER



EXPERT

(See The AFJROTC Operational Supplement For More Details About AFJROTC Badges)

HOW DO I BECOME A GREAT CADET?

Or, how do I get selected to attend top events, like Curriculum in Action and Field Trips?

So you want to be a Great Cadet and get selected for the best events. Try these character traits on for size – Do they fit you? – Are you ready?

- Demonstrate Great Behavior, Respect, and Control, in and out of uniform, all the time
- Display Great Grooming Standards, in & out of uniform, all the time
- Wear one of the Best Uniforms in the corps, including the Shoes
- Figure out what Needs to be done, and then Do It
- When you are put in Charge of something, be in Charge of it
- Practice “When in Charge – Take Charge”
- Be Responsible, On Time, And On Task
- Have Situational Awareness
- Eliminate Judgment’s, Harassment’s, Horseplay’s, & Drama’s
- Guard & Protect (people – Wingman concept, equipment – never leave unattended)
- Be Patriotic – show it, live it
- Teach other Cadets, and learn too

WHAT HAPPENS IF I GET IN TROUBLE?

1. You get Disciplined (Does not happen very often):
 - a. Discipline can be good for the Cadet – you need to know you are responsible for your actions
 - b. Discipline is good for the Corps – others need to see the consequences
2. Uniform Probation occurs when a cadet fails to wear the uniform all day on the weekly uniform day (or make-up day) and results in being counselled by SASI and placed on Uniform Probation. Parents must sign the letter indicating their cadet is on Uniform Probation. Second violation of failure to wear the uniform results in a phone or in person conference with the Cadet's parent and may result in removal from the AFJROTC program. Once a Cadet fails to wear the uniform on multiple occasions, they are removed from the AFJROTC program. The Cadet's counselor/Academy Principal are notified that the Cadet must be removed from AFJROTC.
3. Academic Removal from AFJROTC occurs when a cadet fails an AFJROTC class during the semester. Parents are contacted about the removal and the Cadet's counselor/Academy Principal are notified that the Cadet must be removed from AFJROTC.
4. Behavioral Probation occurs when a cadet has a serious behavior offense either within AFJROTC or at school. The cadet will be placed on Behavior Probation with parents being notified and if their performance is not corrected, they may be removed from AFJROTC. When removal is warranted, the Cadet's counselor/Academy Principal are notified that the Cadet must be removed from AFJROTC.
5. Academic Probation occurs when a cadet **staff member** fails a semester class. The individual is counselled by the SASI and placed on Academic Probation. The cadet must have all passing grades at the midpoint of the quarter and end of quarter to be removed from probation. Parents must sign a form indicating the cadet is on Academic Probation. Repeat failing grade means removal from staff position.
6. The Final Word: The SASI and School Principal have the final word on all discipline.

HOW DO WE ACCOUNT FOR & MAINTAIN AFJROTC ITEMS?

Uniform rules derived from AFI 36-2903 or Consolidated Operations Supplement, Ch 7

1. Definitions:

a. Standard Uniform:

- i. Required Items: Short or long sleeved blue shirt, white v-neck t-shirt, blue name tag, rank insignia, blue pants, blue belt & silver buckle, black socks, shined shoes, flight cap, ribbons, rope, and tie/tab as required.
- ii. Optional Items: Lightweight blue jacket, and tie/tab for short sleeves.

b. Service Dress Uniform:

- i. Required Items: Service dress coat with ribbons & rank insignia & silver nametag, short or long sleeved blue shirt with tie/tab, white t-shirt, blue pants, blue belt & silver buckle, black mid-calf socks, shined shoes, flight cap, rope, tie tack, blue name tag, and rank insignia on blue shirt

c. Airman Battle Uniform (ABU): (earned by being a member of staff, CG, Drill, uniform grades)

- i. Required Items: ABU blouse, ABU pants, ABU boots, ABU hat, green socks, tan t-shirt, belt, Velcro name-tag, cadet rank.
- ii. No berets, shoulder cords, ascots or gloves will be worn with the ABU uniform.

2. Accountability:

- a. Your uniform is loaned to you by the United States Air Force – Protect It!!!
- b. You sign a receipt for your uniform items – you pay for lost or damaged items.
- c. Seniors will not receive diplomas without returning their uniforms.
- d. Never leave AFJROTC uniforms/equipment unattended – especially rifles/sabres.
- e. Store rifles/sabres in double locked storage.
- f. Keep rifles/sabres in SASI/ASI's room on overnight trips.

3. Turn-Ins/Exchanges:

- a. Turn-in/Exchange clean uniform items when SASI/ASI is available.
- b. Keep shoes, socks, and all t-shirts at end of year unless instructed otherwise.

4. Common Trends:

- a. Don't leave uniform items in unlocked/unguarded lockers/vehicles.
- b. Don't lend uniform items to others – unclean practice and you lose control.
- c. Don't remove uniform size tags
- d. Turn in uniform items that you find lying around – somebody will thank you.

5. Cleaning Dark Blue Uniform Items:

- a. **Do Not Wash Dark Blue Uniform Items and Do Not Starch Any Uniform Items.**
- b. Dry Clean all dark blue items, such as pants, coat, jacket, skirt, tie/tab, and flight cap.

6. Cleaning Light Blue Items:

- a. Wash and iron light blue uniform items.

7. Iron a crease on the shirtsleeves, but not on the shirt front.

8. Uniform Day: As posted on the Daily Announcements, normally Wednesday, wear for whole day, change out/back into uniform for certain classes (gym/pottery/woods/etc.) if necessary.

WHAT ARE THE PROPER STANDARDS OF UNIFORM WEAR?

General Standards for Men and Women

1. Wear Your Uniform Proudly:
 - a. You wear basically the same uniform as active duty Air Force people.
 - b. You follow the same uniform rules as active duty Air Force people.
 - c. AFI 36-2903 is the main reference for all decisions regarding uniform wear.
 - d. Appearance and grooming standards help cadets present the image of disciplined cadets who can be relied upon to do the job they are called on to do.
 - e. A professional military image has no room for extreme, the unusual, or the faddish.
 - f. The standards for wearing the uniform consist of five elements: neatness, cleanliness, safety, uniformity and military image.
 - g. Your responsibility is to keep your uniform neat, clean, pressed, and properly fit.
 - h. Keep your uniform in good condition, zipped, snapped, and buttoned.
 - i. Keep hands out of pockets and do not consume food/drink when walking in uniform.
 - j. Wallets/checkbooks/pencils/pens/chains/pins/ jewelry/handkerchiefs/combs and sunglasses/electronic devices should not overload or protrude from pockets.
 - k. Do not have earbuds in while walking in uniform.
 - l. Trim loose strings, called cables, from your uniform.
 - m. Maintain proper luster/condition on badges/insignia/belt buckles/metallic devices.
 - n. AFJROTC patch worn on left sleeve of coat and blue shirt.
2. When To Wear Uniform:
 - a. Only wear uniform to, from, or at approved AFJROTC activities.
 - b. You need SASI/ASI approval to wear uniform to non-AFJROTC activities.
 - c. Never wear uniform to inappropriate organizations (such as organizations named by our government as totalitarian, fascist, communist or subversive), to activities such as hitch-hiking, hard labor, court appearance, sporting activity participant, crowd control, demonstration, public speech/picket line/march/rally participant, employment work/interview, political activity participant/spectator, or any other activity that may bring discredit to or imply sanction of IN-061, AFJROTC, JHS, or the United States Air Force.
 - d. SASI/ASI approval is required for wearing the uniform for the following types of events: Color Guard, Sabre Team, Drill Team, Parades, Ushering, Parking Lot Attendants, Religious, Commercial, or other specialized events.
 - e. Do not mix uniform items or wear civilian coats, jackets, or other civilian garments with the uniform, winter or summer, without specific approval from SASI/ASI.
 - f. Wear only uniform items you were issued, except for personally bought shoes/socks/undergarments (Shoes must follow uniform regulations)
 - g. Do not wear anything that is not specifically mentioned in AFJROTC rules, including unauthorized awards, decorations, and badges.
3. Wellness Uniform: Worn only for Wellness Activities/Physical Training (PT) activities such as walks, hikes, etc., with shirts tucked in.
4. SASI/ASI have final say on all aspects of Uniform Wear – All Aspects!!!

WHAT ARE THE PROPER STANDARDS FOR UNIFORM ITEMS?

General Standards for Men and Women

1. Flight Cap: Worn slightly to wearer's right, vertical crease in line with center of forehead, in straight line with nose, 1" above eyebrow, store between 1st and 2nd belt loop on left side, fold in half (if needed) to fit between belt loops with top of hat facing forward (cap will not fold over belt or be visible below service coat).
2. Belt: Silver end of belt extends beyond the buckle facing the wearer's left (men) or right (women) without any blue fabric or silver back-plate showing.
3. Gig Line: Line up the edge of shirt, rounded side of belt buckle, & trouser fly seam.
4. Trousers Length: Bottom of trouser leg touch top of shoe with slight break in leg crease, with back of trouser leg 7/8" longer than front, no cuffs.
5. Shoes and Socks:
 - a. Only plain black commercial design shoes without ornamentation (buckles, bows, straps).
 - b. Patent/high-gloss shoes may be worn, unless in formation, normally not issued.
 - c. Do not wear shoes with platform soles, extra thick soles, or extra thick heels.
 - d. Max. sole ½" thickness, max. heel height (from inside heel front) is 1" (exception for women's pumps).
 - e. Keep shoes tied, shined, and in good repair at all times.
 - f. Wear plain black regular mid-calf height socks without a design.
 - g. Plain white socks may be worn under black socks as long as white socks not visible.
6. Shirts/T-Shirts/Ties/Tie Tack/Tabs:
 - a. Long-sleeved shirts must always be worn with a tie/tab.
 - b. Short-sleeved shirts may be worn open collar if worn without a service coat.
 - c. Short-sleeved shirts worn with a service coat must have a tie/tab.
 - d. Tie is worn so the bottom ranges from in-between the top and bottom of belt buckle.
 - e. A plain white t-shirt, with no pattern or logo, must be worn with the blue shirt. If the short-sleeved shirt is worn open collar, then the t-shirt must be a v-neck.
 - f. Tie tacks may be worn, ½ way between the bottom of the knot and the tip of the tie (lower if exposed when wearing service coat). The tie tack or clasp will be the "wing and star" design, Air Force symbol, or rank insignia.
7. Inclement Weather Items:
 - a. Black scarf (tucked into outer garment), black gloves, black mittens, black earmuffs.
 - b. Plain black umbrellas, carried in left hand.
 - c. Lightweight blue jacket worn indoors/outdoors, zipped up at least half way.
8. Handheld Electronic Devices: One visible phone, or other small device can be worn, black/dark blue/gray (any color device may be carried in left hand), attached to holster on belt clipped to a purse, not used walking in uniform (unless emergency), can use while wearing PT uniform.
9. Brief Cases/Back Packs: If a color other than black, carried in left hand. If black, can be carried in left hand, left shoulder, or both shoulders, leaving right arm free for saluting, being careful with ribbons and nametags.
10. Badges: The number of badges will not exceed 4 without SASI/ASI approval.
11. SASI/ASI have final say on all aspects of Uniform Items – All Aspects!!!

WHAT ARE THE PROPER RULES FOR UNIFORM EXTRAS?

1. Ribbons and Medals (see Ribbon Chart on back of Cadet Guide):
 - a. Wear only awards/decorations approved by HQ AFJROTC.
 - b. Replace ribbons when frayed or worn, wear max of 4 clusters on each ribbon.
 - c. Place silver devices to wearer's right of bronze devices.
 - d. Replace bronze devices with silver devices upon receipt of the fifth bronze device.
 - e. Place clusters horizontally on ribbons, vertically on medals, tilt clusters slightly downward to the wearer's right, tilt all devices at same angle, tilt all or none.
 - f. Ribbons will not be worn with medals. Medals will not be worn on regular uniform days. Medals may be worn with service dress uniform or semi-formal uniform on formal occasions such as Dining Out, Awards Ceremony or Military Ball.
 - g. Medals will be worn on the semi-formal uniform coat ½ inch below top of welt of pocket, centered on pocket.
2. Nametags: Wear silver nametag with service coat and blue nametag with blue shirt.
3. Shoulder Cords:
 - a. Limit of one shoulder cord (infantry style) worn on the left shoulder of blue shirt and/or the service coat, pinned to the service coat with pin hidden beneath cord.
4. Watches: One conservative, around wrist, examples solid black, brown, silver, gold, no diamond-covered, neon, bright colors, no bands that exceed 1" width or novelty items.
5. Bracelets:
 - a. Only one, around wrist, conservative, not excessive/extreme, plain, max width ½", gold or silver, not have inappropriate pictures/writing.
 - b. Medical alert/identification bracelets authorized, conservative.
 - c. No bracelets supporting cause, philosophy, individual, group, gemstone/tennis bracelets, friendship, string, except traditional metal POW/MIA/KIA bracelets, silver, bronze, gold, or other color. No ankle bracelets.
6. Rings: Maximum of three rings on both hands combined may be worn on base of fingers only, not on thumb, none on toes.
7. Necklaces: Worn but not visible, concealed under collar or undershirt.
8. Eyeglasses/Sunglasses/Contact Lenses:
 - a. Not around neck, top/back of head, hanging on uniform, faddish, mirrored.
 - b. May have conservative ornamentation black/brown material, gold/silver wire.
 - c. Small logo on frames or lenses allowed, same color as frames or lenses.
 - d. Conservative wrap-around sunglasses may be worn.
 - e. Conservative, clear, slightly tinted or photosensitive lenses are authorized.
 - f. Sunglasses, to include darkened photosensitive lenses, are not authorized in formation, unless for medical reasons such as surgery.
 - g. Contacts natural in shape/design, clear color, not change natural color of eyes.
9. SASI/ASI have final say on all aspects of Uniform Extras – All Aspects!!!

WHAT ARE THE PROPER GENERAL GROOMING STANDARDS?

General Grooming Standards for Men and Women

1. Hair Policies That Apply to Men and Women:
 - a. Clean, well-groomed, professional appearance, allow proper wear of headgear, conform to safety requirements, neat.
 - b. Not contain excessive grooming aids like gel, mousse, pomade, moisturizer, or appear lopsided or touch either eyebrow.
 - c. Not end below an imaginary line across the forehead at the top of the eyebrows that is parallel to the ground.
 - d. Dyes/tints/bleaches/frostings must result in natural, human hair colors that complements member's complexion/skin tone. Examples of natural human hair colors are brown, blonde, brunette, natural red, black or grey. Prohibited examples (not all inclusive) are burgundy, purple, orange, fluorescent or neon colors.
 - e. Not worn in extreme/fad style or in such a way that exceeds length or bulk standards or violates safety requirements.
 - f. No ornaments will be worn on the head or around the neck.
2. Fingernail Rules: Clean, well groomed, not exceed ¼" past tip of finger, not interfere with performance of assigned duties, not hinder proper fit of safety or uniform items.
3. SASI/ASI have final say on all aspects of Cadet Grooming Standards – All Aspects!!!

WHAT ARE THE WOMEN'S PROPER HAIR STANDARDS?

1. Women's Hair Standards:

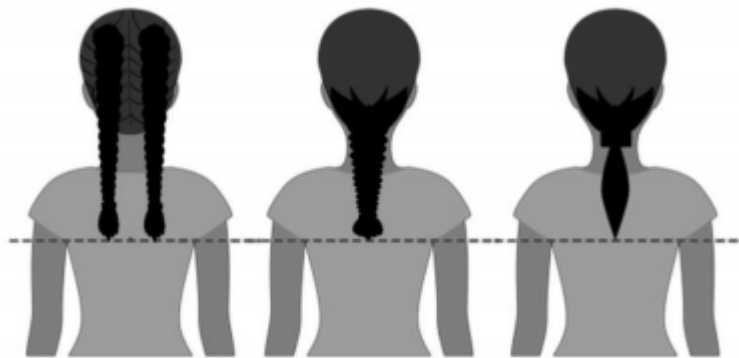
- a. Clean and styled to present professional appearance with no minimum length and 4" maximum bulk, measured from scalp.
- b. Hair ends above bottom edge of collar and any side of invisible line drawn parallel to ground around the bottom edge of the collar, with lengths below bottom edge of collar pinned up with no loose ends (exception for Wellness uniform).
- c. One or two braids or a single ponytail may be worn with bulk not exceeding the width of the head and length not extending below a horizontal line running between the top of each sleeve inseam at the under arm through the shoulder blades.
- d. Bangs not touching eyebrows, to include invisible line drawn across eyebrows and parallel to ground.
- e. Hairpins/combs/headbands/elastic bands/barrettes match hair color (blonde, brunette, natural red, black, grey, etc.) and hair must still meet bulk/appearance standards.
- f. Pinned-up hair styled to prevent loose ends from extending upward (rooster tail).
- g. Hair in a bun has all loose ends tucked/secured.
- h. Ornaments (ribbons, beads, jeweled pins, etc.) are not authorized.
- i. When wearing Wellness uniform, long hair will be secured, may have loose ends, and may extend below collar (ponytail).
- j. Braids, twists, micro-braids, French braids and cornrows are authorized: Braids/micro-braids/cornrows must be a natural looking color similar to Cadet's hair color, conservative, moderate, within reasonable limits, not excessive/extreme, and not present faddish appearance. A braid is three or more portions/strands of interwoven hair and when worn will be uniform dimension, small in diameter (approx ¼"), show no more than ¼" of scalp between braids, tightly interwoven to present neat/professional/well-groomed appearance, continue to end of hair in one direction and straight line, and may be worn loose or secured, and meet hair standards outlined above.
- k. Hair color/highlights/frosting will not be faddish and will be natural looking hair color for human beings, similar to individual's hair color (black, brunette, blond, natural red, grey, etc.).
- l. Hairstyle must not prevent proper wear of the hat.

2. SASI/ASI have final say on all aspects of Proper Hair Standards – All Aspects!!!

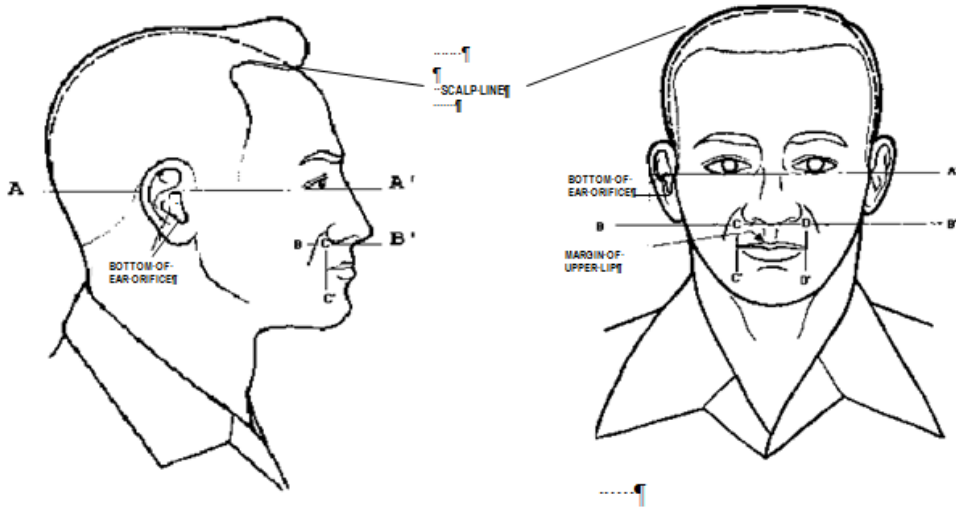
WHAT ARE THE WOMEN'S OTHER GROOMING STANDARDS?

1. Piercings:
 - a. Small (max 6 mm diameter), round, conservative (moderate, being within reasonable limits, not excessive or extreme) white diamond, gold, white pearl, or silver earrings in a set with any uniform combination, only one set authorized worn in lower earlobe.
 - b. Earrings will match and fit tightly without extending below earlobe unless piece extending is connecting band on clip earrings.
 - c. Band-Aids may be used to cover unapproved piercings new Cadets received before they joined AFJROTC when they were unaware of the piercing rules. Band-Aids only allowed during the first 8 weeks they are enrolled in AFJROTC, and can only be worn by Cadets new to AFJROTC – previous Cadets know the rules. Cadets with Band-Aid covered piercings will not be allowed to take part in any off-campus AFJROTC activities without SASI/ASI approval (approval for this exception rare).
- d. Cosmetics/Lipstick: Conservative (moderate, being within reasonable limits, not excessive or extreme) and in good taste. No lipstick that contrasts with complexion, detracts from uniform, or is extreme (purple, gold, blue, black, fire-engine red, fluorescent, etc.). Cosmetics not worn during field conditions.
2. Nails/Nail Polish: Single color that does not contrast with complexion, detract from the uniform, no extreme colors (as outlined for lipstick above). No ornamentation, multi-tones, designs, sparkles, stencils, and decals, except white-tip French manicures.
3. Skirts: Hang naturally over hips with slight flair, length no shorter than top of kneecap and no longer than bottom of kneecap.
4. Hose:
 - a. Must be worn with skirt, optional with slacks.
 - b. Plain commercial, sheer, not solid tights, nylon in neutral, dark brown, black, off-black, or dark blue shades that complement uniform and Cadet's skin tone.
 - c. Patterned hosiery not authorized with any uniform.
 - d. Visible leg hair or hair causing uneven texture under hose removed.
5. Pumps:
 - a. Plain, no ornamentation (buckles, bows, straps), no extreme pointed/squared toes or extreme heel shapes, smooth leather/manmade material, high gloss/patent finish.
 - b. May be worn with service dress uniform, low cut, have rounded throat top opening, raised heel no higher than 2 ½" measured from inside sole of shoe to end of heel, tip of heel not less than ½" in diameter or larger than body of shoe.
6. SASI/ASI have final say on all aspects of Grooming Standards – All Aspects!!!

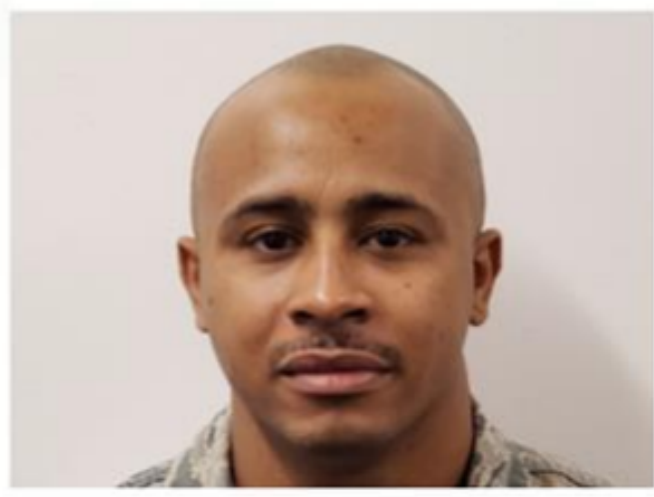
WHAT DO THE PROPER HAIR STANDARDS LOOK LIKE?



Braids



Sideburns



Mustache

WHAT ARE THE MEN'S PROPER GROOMING STANDARDS?

1. Hair:

- a. Tapered appearance on sides and back, with and without hat. Tapered is when viewed from any angle, Cadet's hair conforms to shape of the head, curving inward to natural termination point, without eccentric directional flow, twists or spiking.
- b. Block cut is permitted with tapered appearance.
- c. Cleanly shaven heads, military high-and-tight, and flat top haircuts are authorized.
- d. Hair will not touch ears or protrude under the front band of hat.
- e. Hair will not exceed 2" in bulk, regardless of length, and will not exceed ¼" at the natural termination point allowing only closely cut or shaved hair on the back of the neck to touch the collar.
- f. Hair will not contain or have attached to it any visible foreign items.
- g. No hair extensions, highlights, frosted hair, Mohawks, mullets, corn rows, dreadlocks, spikes, stripes, shags, shaved/puffed styles, etched designs, or any other faddish or extreme haircut.

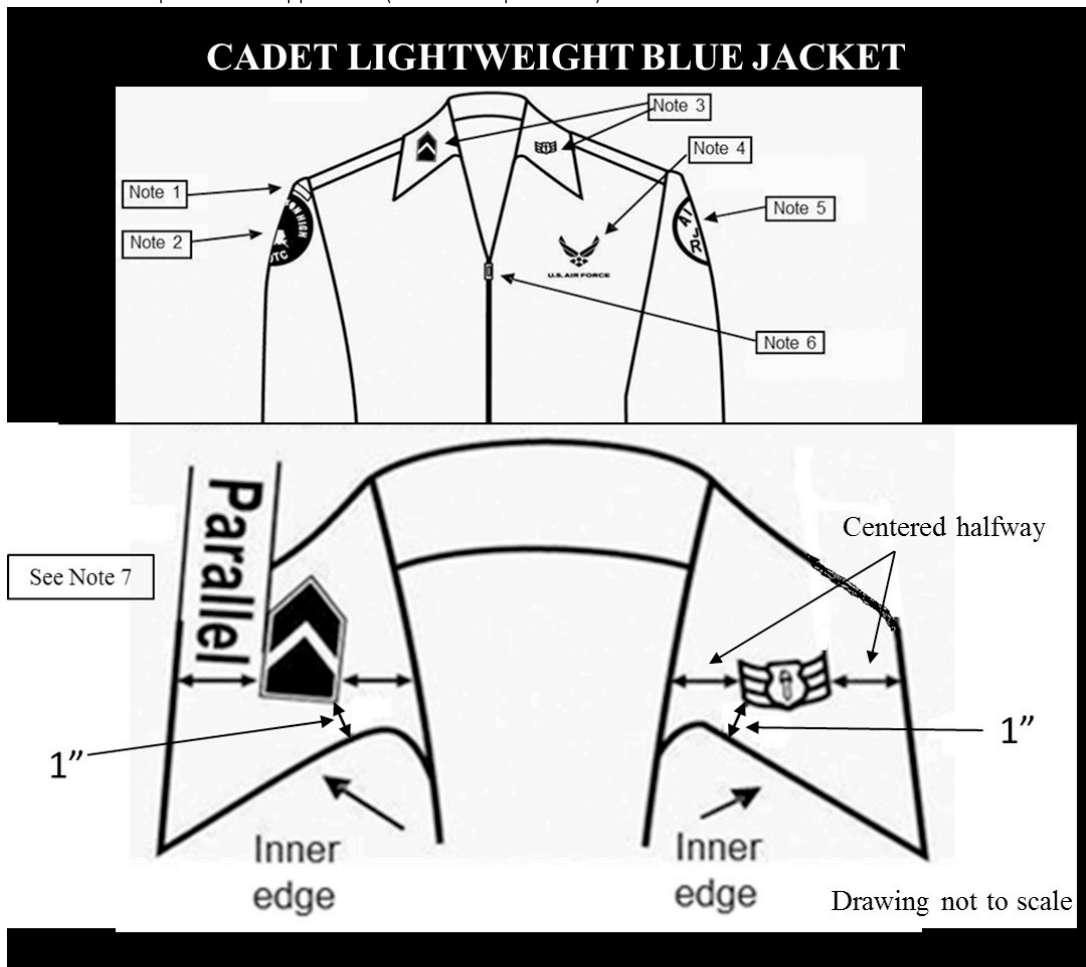
2. Mustaches/Beards/Sideburns:

- a. Conservative (moderate, being within reasonable limits, not excessive or extreme), clean and neatly trimmed, and not extended downward beyond lip line of upper lip or extended sideways beyond vertical line drawn upward from both corners of mouth.
- b. Beards are not permitted except in rare cases as approved by SASI/ASI (rare).
- c. Sideburns will be straight, even width, not flared, not extended below the bottom of the ear opening, end in a clean shaven horizontal line, neatly trimmed and tapered like a haircut.
- d. Piercings/Nail Polish/Cosmetics: No visible piercings/nail polish/cosmetics for men.

3. SASI/ASI have final say on all aspects of Grooming Standards – All Aspects!

WHAT ARE THE RULES FOR LIGHTWEIGHT BLUE JACKETS?

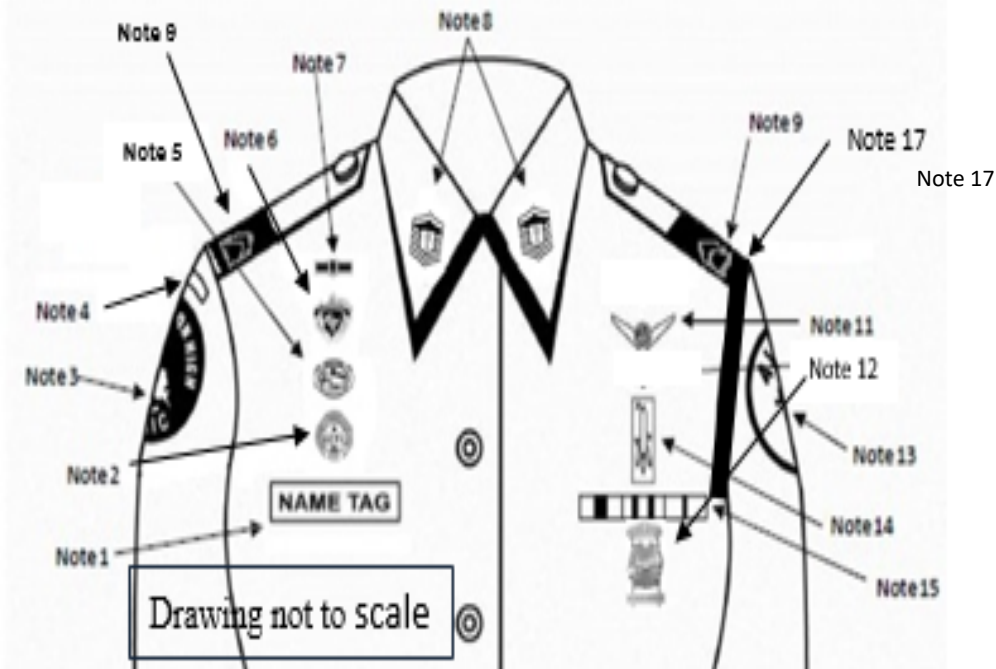
(From AFJROTC Consolidate Operational Supplement (Guide for Operations))



1. Shoulder tabs are centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
2. Unit patch on right $\frac{1}{2}$ to 1 inch below shoulder seam and centered.
3. Grade insignia (officer and enlisted) worn on both lapels, mandatory. Place insignia centered halfway up the lapel. Bottom of insignia is horizontal with the ground.
4. Optional item: center vertically between the shoulder seam and where the underarm side seam joins the armhole sleeve and center horizontally between the center zipper and the sleeve armhole seam.
5. AFJROTC patch on left sleeve $\frac{1}{2}$ to 1 inch below shoulder seam centered.
6. Jacket will be closed to at least the halfway point.
7. Center insignia horizontally on collar. Place 1 inch from bottom of collar and parallel to the outer edge of the collar.
8. Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the light weight jacket.
9. Ascots and shoulder cords will not be worn on this uniform

WHAT ARE THE RULES FOR WOMEN'S BLUE SHIRTS?

(From AFJROTC Consolidate Operational Supplement (Guide for Operations))

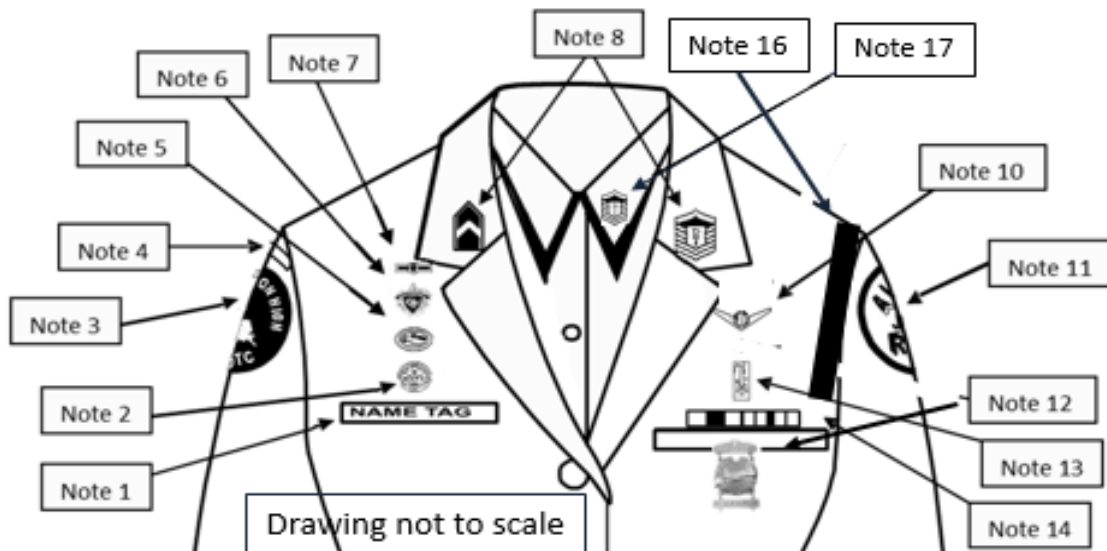


1. Name Tag: Mandatory wear. Blue Plastic with white letters. Without ribbons: centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button. With Ribbons: Even with bottom row of ribbons, centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button.
2. Awareness Presentation Team (APT) Badge. See Note 16
3. Unit Patch. Centered on sleeve and ½ to 1 inch below shoulder seam.
4. Shoulder Tab (Metal or cloth). Centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
5. Kitty Hawk Air Society Badge. See Note 16.
6. Aerospace Education Foundation (AEF) Badge. See Note 16.
7. Distinguished Cadet Badge. See Note 16.
8. Grade insignia, mandatory (officer and enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points towards the point of the collar. Officer top point of rank aligned with point of collar. Cadet/Amn Basic have no insignia of any kind on the collar
9. Officers only. When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam. (Use smaller female epaulets only)
10. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 16 below.
11. Marksmanship Badge - Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform.
Marksmanship badges will not be worn with medals.
12. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam
13. Model Rocketry Badge. See Note 16.
14. Ribbons are optional. Wear all, some or no ribbons earned. If worn, center ribbons on wearer's left, parallel with ground. Align bottom of the ribbons with the bottom of the name tag.
15. Except marksmanship badge. Wear first badge placed ½ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge, then the Awareness Presentation Team Badge and lastly the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
16. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder under the epaulet. May be solid or multi-colored.
17. **Medals (regardless of what type) are not authorized for wear on this uniform.**

WHAT ARE RULES FOR WOMEN'S SERVICE DRESS COATS?

(From AFJROTC Consolidate Operational Supplement (Guide for Operations))

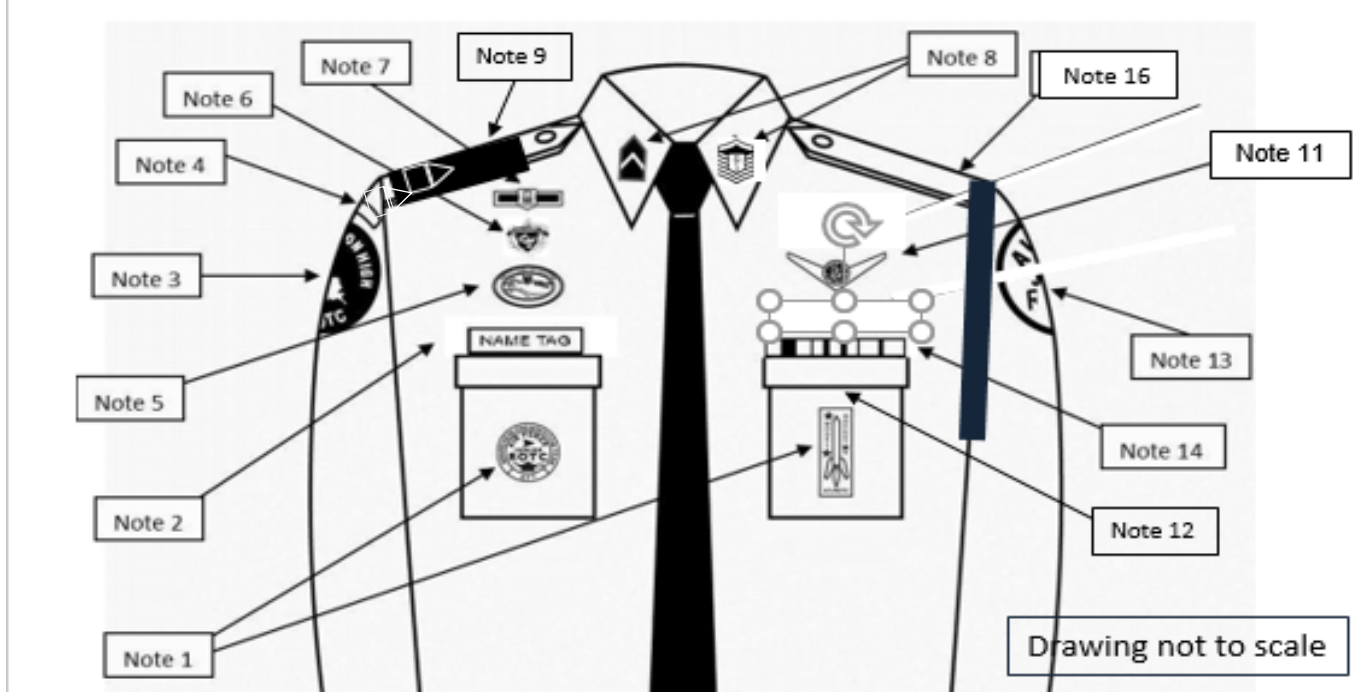
CADET FEMALE SERVICE DRESS



1. Silver Name tag, mandatory. Center on the wearer's right between the sleeve seam and lapel and the bottom of the name tag will be parallel with the bottom of ribbons.
2. Awareness Presentation Team Badge. See Note 15 below.
3. Unit patch. Center $\frac{1}{2}$ to 1 inch below shoulder seam
4. Shoulder tab: Center between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam
5. Kitty Hawk Badge. See Note 15 below.
6. Aerospace Education Foundation (AEF) Badge. See Note 15 below.
7. Distinguished Cadet Badge. See Note 15 below.
8. Grade insignia (officer and enlisted) worn on both lapels, mandatory. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. Deleted
10. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 15 below.
11. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
12. Marksmanship Badge - Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
13. Model Rocketry Badge. See Note 15.
14. Ribbons, mandatory. Center ribbons resting on but not over edge of welt pocket. Wear 3 or 4 in a row. Wear all or some ribbons earned.
15. Except marksmanship badge. Wear first badge placed $\frac{1}{2}$ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed $\frac{1}{2}$ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge, then the Awareness Presentation Team Badge and lastly the CyberPatriot National Finalist Badge. **No more than one Flight badge is authorized.**
16. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder. May be solid or multi-colored.
17. Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the service dress.
18. **Medals are not authorized for wear on this uniform with ribbons. Ribbons and medals may not be mixed.**

WHAT ARE THE RULES FOR THE MEN'S BLUE SHIRTS?

(From AFJROTC Consolidate Operational Supplement (Guide for Operations))

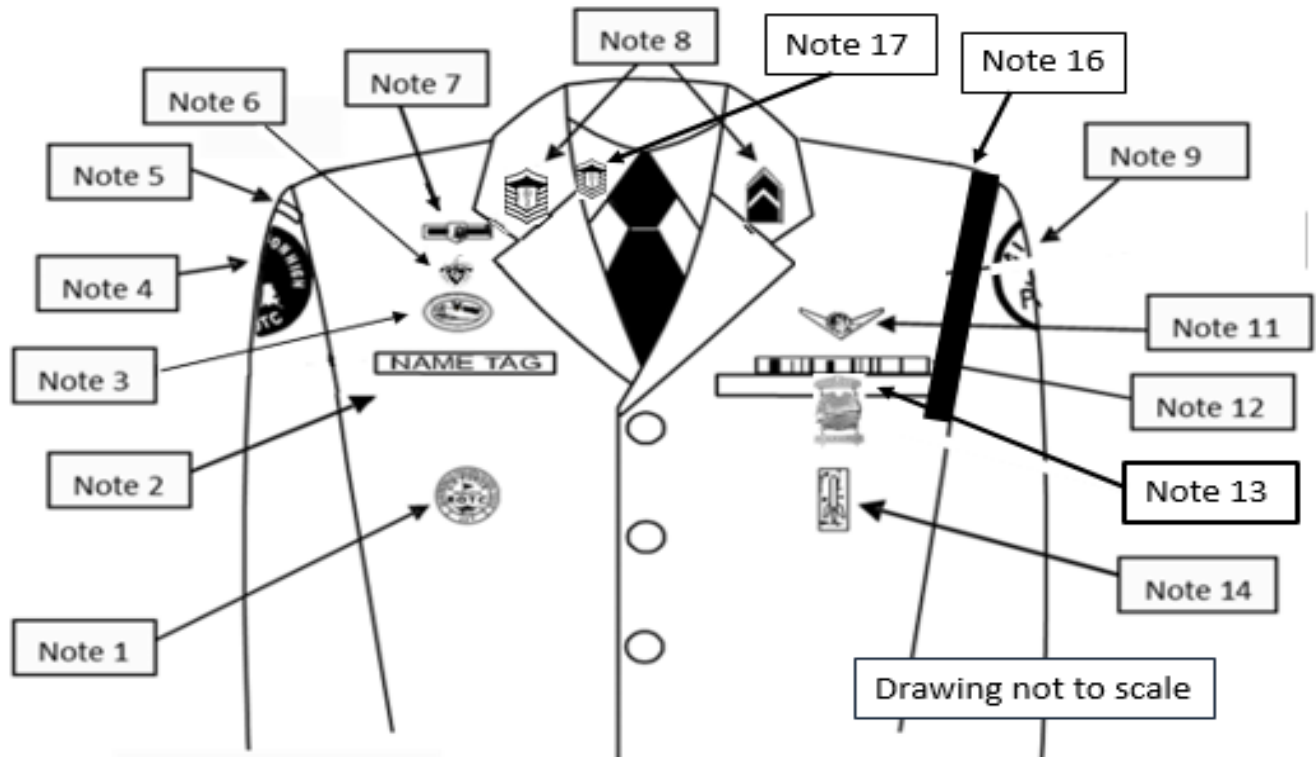


1. Awareness Presentation Team (APT) and Model Rocketry Badge are centered on the pockets on the appropriate sides as displayed above.
2. Name Tag: Mandatory wear. Blue Plastic with white letters. Must be grounded and centered over wearer's right pocket.
3. Unit patch. Centered $\frac{1}{2}$ to 1 inch below the shoulder seam.
4. Shoulder tab. Centered between unit patch and shoulder seam. If no patch, then place 1 inch below shoulder seam.
5. Kitty Hawk Badge. See Note 15.
6. Aerospace Education Foundation (AEF) Badge. See Note 15.
7. Distinguished Cadet Badge. See Note 15.
8. Grade insignia, mandatory (officer and enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points towards the point of the collar. Officer top point of rank aligned with point of collar. Cadet/Amn Basic have no insignia of any kind on the collar.
9. Officers only. When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam. (Use larger male epaulets only).
10. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 15 below.
11. Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
12. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
13. Ribbons are optional. Wear all, some or no ribbons earned. If worn, ribbons will be centered, resting on, but not over the edge of the pleated pocket on the wearers left.
14. Except marksmanship badges. First badge placed $\frac{1}{2}$ inch above name tag or ribbons and is centered horizontally. Additional badges placed $\frac{1}{2}$ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then AEF Badge, then Kitty Hawk Badge, and finally the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
15. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder under epaulet. May be solid or multi-colored.
16. **Medals (regardless of what type) are not authorized for wear on this uniform.**

WHAT ARE RULES FOR THE MEN'S SERVICE DRESS COATS?

(From AFJROTC Consolidate Operational Supplement (Guide for Operations))

CADET MALE SERVICE DRESS

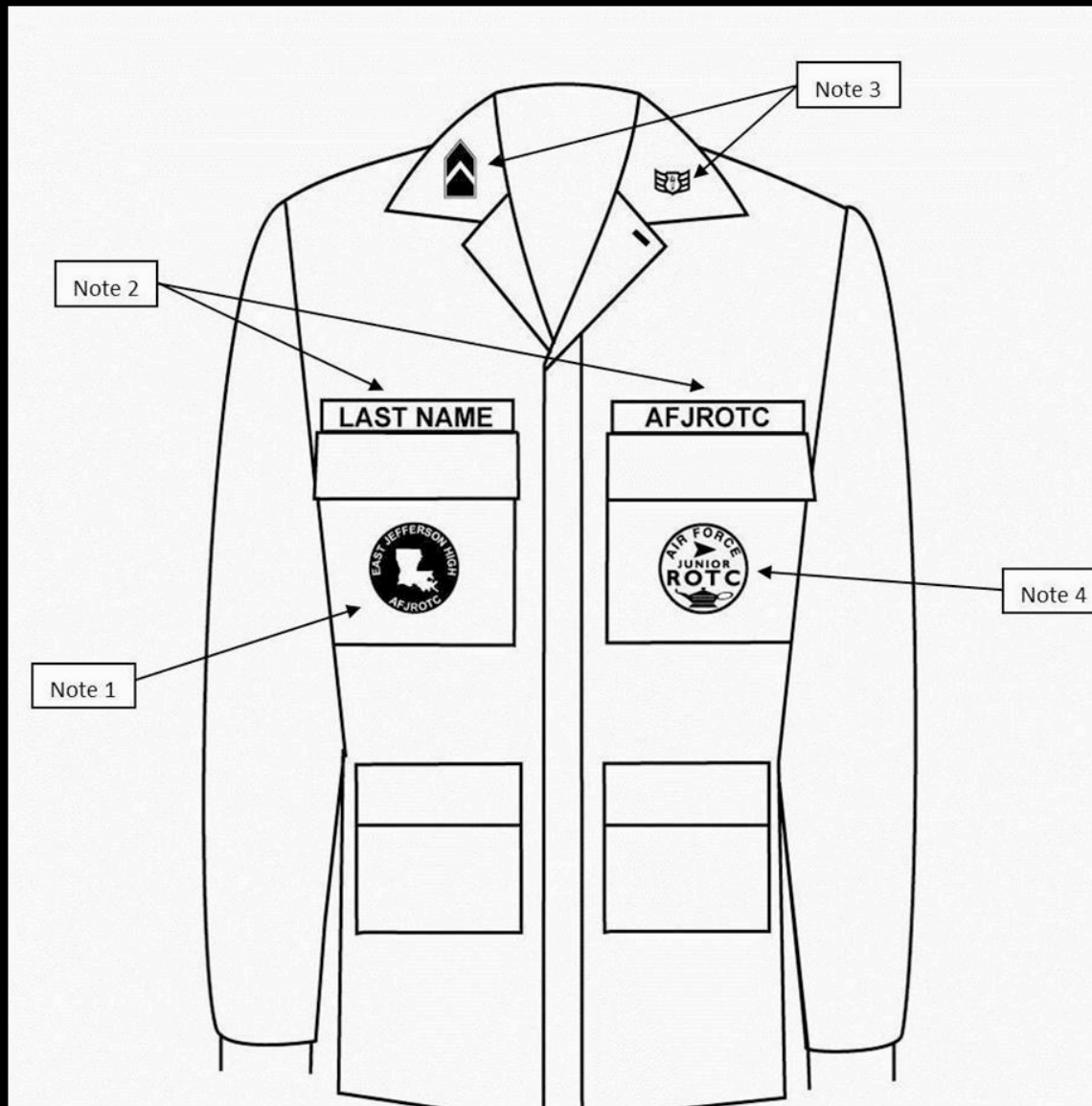


1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place $\frac{1}{2}$ to 1 inch below shoulder seam and centered.
5. Shoulder tab: Center between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
6. Aerospace Education Foundation (AEF) Badge. See Note 15 below.
7. Distinguished Cadet Badge. # 1 See Note 15 below.
8. Grade insignia (officer and enlisted) worn on both lapels, mandatory. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
10. Deleted.
11. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 15 below.
12. Ribbons, mandatory. Centered, on but not over edge of pocket. Wear 3 or 4 in a row. Wear all or some ribbons earned.
13. Marksmanship Badge - Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
14. Model Rocketry Badge. Worn 2 inches below the pocket.
15. Except marksmanship badge. Wear first badge placed $\frac{1}{2}$ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed $\frac{1}{2}$ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge and lastly the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
16. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder. May be solid or multi-colored.
17. Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the service dress.
18. **Medals are not authorized for wear on this uniform with ribbons. Ribbons and medals may not be mixed Medals are not authorized for wear on this uniform with ribbons. Ribbons and medals may not be mixed.**

WHAT ARE RULES FOR CADET ABUs?

(From AFJROTC Consolidate Operational Supplement (Guide for Operations))

CADET ABU Male and Female



1. Unit patch (optional). If worn, will be placed on right pocket and centered. (AF Funds may not be used to procure unit patches.)
2. Last Name and AFJROTC tapes (mandatory). Tapes are grounded and centered on pockets. Name tape only may be held with velcro to enable reuse/reissue to a different cadet.
3. Grade insignia (officer or enlisted) (mandatory). Will be worn on the left and right collars, centered on collar and parallel with bottom of collar. Airman Basic have no collar insignia.
4. AFJROTC patch: WHITE patch only (mandatory). Will be worn on left pocket and centered.

WHAT ARE RULES FOR WEARING CADET HEADGEAR?

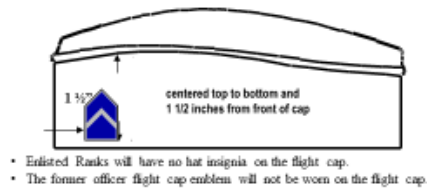
(FROM AFJROTC CONSOLIDATE OPERATIONAL SUPPLEMENT (GUIDE FOR OPERATIONS))

Attachment 7-3

CADET MALE HEADGEAR



FLIGHT CAP*

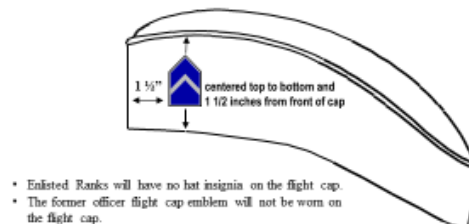


Attachment 7-4

CADET FEMALE HEADGEAR



FLIGHT CAP*



STANDARD FLIGHT DRILL SEQUENCE

Standard flight drill sequence used for marching cadet flight during drill practice, cadet flight competitions, and unit evaluations.

Flight Drill Sequence			
1.	Flight, Fall In	16.	To The Rear, March
2.	Open Ranks, March	17.	To The Rear, March
3.	Ready, Front	18.	Column Right, March
4.	Close Ranks, March	19.	Forward, March
5.	Present, Arms	20.	Eyes, Right
6.	Order, Arms	21.	Ready, Front
7.	Parade, Rest	22.	Column Right, March
8.	Flight, Attention	23.	Forward, March
9.	Left, Face	24.	Change Step, March
10.	About, Face	25.	Column Right, March
11.	Forward, March	26.	Forward, March
12.	Right Flank, March	27.	Flight, Halt
13.	Left Flank, March	28.	Left, Face
14.	Column Right, March	29.	Right Step, March
15.	Forward, March	30.	Flight, Halt

SPECIFIC KNOWLEDGE QUESTIONS FOR PERSONAL INSPECTION

Air Force JROTC Mission:

“To develop citizens of character, dedicated to serving their nation and community.”

Cadet Honor Code:

“I will not lie, cheat, or steal, nor tolerate those who do.”

Air Force Core Values

-Integrity First

-Service Before Self

-Excellence In All We Do

Air Force Rank Structure

E-1 Cadet/Airman Basic

E-2 Cadet/Airman

E-3 Cadet/Airman 1st Class

E-4 Cadet/Senior Airman

E-5 Cadet/Staff Sergeant

E-6 Cadet/Technical Sergeant

E-7 Cadet/Master Sergeant

E-8 Cadet/Senior Master Sergeant

E-9 Cadet/Chief Master Sergeant

O-1 Cadet/2nd Lieutenant

O-2 Cadet/1st Lieutenant

O-3 Cadet/Captain

O-4 Cadet/Major

O-5 Cadet/Lieutenant Colonel

O-6 Cadet/Colonel

Cadet Ranks are referred to with the word “Cadet” in front of every rank

CHAIN OF COMMAND

President/ Commander in Chief: Honorable Joe Biden

Vice President of the United States: Honorable Kamala Harris

Secretary of Defense: The Honorable Lloyd Austin

Secretary of the Air Force: The Honorable John Roth (Acting)

Chairman of the Joint Chiefs of Staff: Gen. Mark Miley

Chief of Staff of the Air Force: Gen. Charles Q. Brown, Jr

Chief Master Sergeant of the Air Force: CMSAF JoAnne Bass

Air Education and Training Commander: Lt. Gen. Marshall B. Webb

Air University Commander: Lt. Gen. James Hecker

Holm Center Commander: Brig. Gen. Leslie Maher

Air Force JROTC Director: Colonel Johnny McGonigal

Senior Aerospace Science Instructor: Col Bob Benning

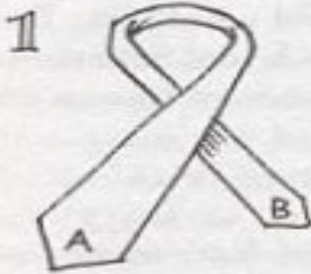
Aerospace Science Instructor: MSgt Chris Manley

PHONETIC ALPHABET

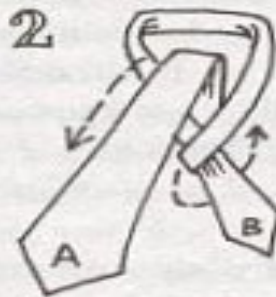
A- Alpha	L- Lima	W- Whiskey
B- Bravo	M- Mike	X- X-Ray
C- Charlie	N- November	Y- Yankee
D- Delta	O- Oscar	Z- Zulu
E- Echo	P- Papa	
F- Foxtrot	Q- Quebec	
G- Golf	R- Romeo	
H- Hotel	S- Sierra	
I- India	T- Tango	
J- Juliet	U- Uniform	
K- Kilo	V- Victor	

HOW TO TIE A TIE?

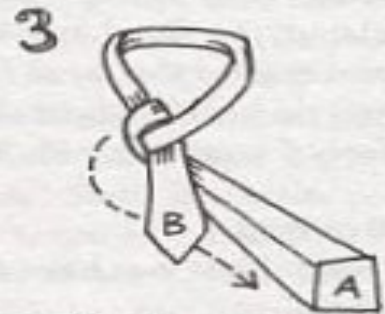
FULL WINDSOR KNOT



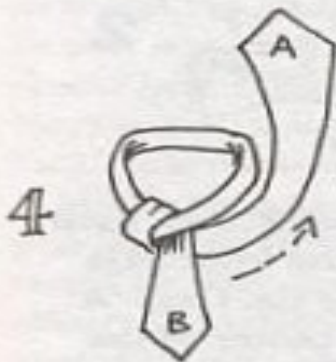
1 Situate the tie so that the end 'A' is longer than end 'B' and cross 'A' over 'B'.



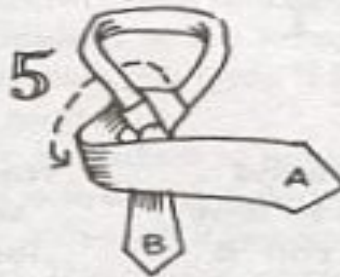
2 Bring 'A' up through loop between collar and tie; then back down.



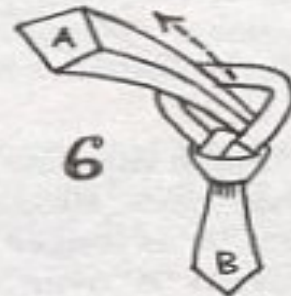
3 Pull 'A' underneath 'B' and to the left.



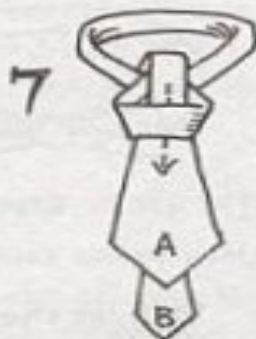
4 Pull 'A' back through the loop again.



5 Bring 'A' across the front from left to right.



6 Pull 'A' up through the loop again.



7 Bring 'A' down through the knot in front.












8 Using both hands, tighten the knot and draw up to collar.



AIR FORCE JUNIOR ROTC

Wear your Ribbons Properly and Proudly!

					
1. Air Force JROTC Gold Valor Award	2. Air Force JROTC Silver Valor Award	3. Cadet Humanitarian Award	4. Silver Star Community Service w/Excellence Award	5. Community Service with Excellence Award	6. Air Force Association Award
					
7. Daedalian Award	8. Daughters of the American Revolution Award	9. American Legion Scholastic Award	10. American Legion General Military Excellence Award	11. Reserve Officers Association Award	12. Military Officers Association Award
					
13. Veterans of Foreign Wars (VFW) Award	14. National Society United States Daughters of 1812	15. National Sojourners Award	16. Scottish Rite, Southern Jurisdiction Award	17. Military Order of the Purple Heart	18. Sons of the American Revolution Award
					
19. Military Order of World Wars Medal	20. American Veterans Award	21. Air Force Sergeants Association	22. Tuskegee Airman Inc. AFJROTC Cadet Award	23. The Retired Enlisted Association Award	24. Celebrate Freedom Foundation Award
					
25. Air Commando Association Award	26. Distinguished Unit Award w/Merit	27. Distinguished Unit Award	28. Outstanding Organization Award	29. Outstanding Flight Ribbon	30. Top Performer Award
					
31. Outstanding Cadet Ribbon	32. Leadership Ribbon	33. Superior Performance Ribbon	34. Achievement Ribbon	35. Academic Ribbon	36. Cadet Leadership Course Ribbon
					
37. Special Teams Placement Ribbon	38. All-Service National Competition Ribbon	39. Air Force Nationals Competition Ribbon	40. Orienteering Ribbon	41. Leadership Development Requirement (LDR) Leadership Ribbon	42. Drill Team Ribbon
					
43. Color Guard Ribbon	44. Sabre Team Ribbon	45. Marksmanship Ribbon	46. Good Conduct Ribbon	47. Service Ribbon	48. Health and Wellness Ribbon
					
49. Recruiting Ribbon	50. Activities Ribbon	51. Attendance Ribbon	52. Dress and Appearance Ribbon	53. Longevity Ribbon	54. Bataan Death March Memorial Hike Ribbon
					
55. Patriotic Flag Ribbon	56. Gen Carl A. Spaatz Award (CAP)	57. Gen Ira C. Eaker Award (CAP)	58. Amelia Earhart Award (CAP)	59. Gen Billy Mitchell Award (CAP)	60. Gen J. F. Curry Award (CAP)

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