

2019-2020
AFJROTC
PA-20051
NIGHTHAWKS
CADET GUIDE



**AIR FORCE JUNIOR RESERVE OFFICER TRAINING CORPS (AFJROTC)
PA-20051 NIGHTHAWKS CADET GUIDE**

“Developing citizens of character dedicated to serving their nation and community”

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Dear Parent/Guardian and Cadet,

Greetings from the Air Force Junior Reserve Officer Training Corps (AFJROTC) at Seneca High School. The two most frequently asked questions we hear are: “Do you have to join the military?” and “Do you have to do push-ups all day?” The answer to both these questions is **NO**.

Seneca’s JROTC program uses the military as a template for organization and as a basis for instilling ethical responsibility, while teaching good citizenship and community service. We are **NOT** recruiters. Senior Master Sergeant (SMSgt) Raymond Oshop has the responsibility of teaching your student important life lessons and skills.

Academically, we’ll cover **(Aerospace Science 300) Exploring Space: The High Frontier**, and **(Leadership Education 100) Traditions, Wellness, and Foundations of Citizenship**. Embedded in our academics are Curriculum-in-Action trips, which take place during school days and are a mandatory part of the AFJROTC curriculum. These trips give cadets exposure to leadership and science. We start the year by taking our cadets to the Outdoor Leadership School, where they will work together as a team in a variety of physically and mentally challenging events. It’s a great way for all cadets to get to know and trust one another. Other educational tours planned for this school year include the Carnegie Mellon Science Center in Pittsburgh, the Air Force Museum in Dayton, Ohio, and other venues. There are also optional opportunities to take trips to other military installations, or to attend cultural trips to Europe in 2021.

In addition to academic requirements, cadets are encouraged to participate in other JROTC events each year. These events are generally extracurricular and encompass a variety of activities. The Military Drill Team competes against other JROTC units in weekend competitions in PA and beyond. The Color Guard presents our Nation’s colors at numerous events, various public ceremonies, and for a number of sports teams, such as football games at Seneca, Iroquois, and Harbor Creek High Schools. Other activities include Volleyball Tournaments, Physical Fitness Challenges, and Academic Bowls.

Community service is another way cadets can contribute to the betterment of our communities and nation. Our cadets take pride and gain a sense of accomplishment in volunteering for the Erie Soldiers & Sailors Home, the American Legion, and other organizations.

The Award Ceremony is mandatory for all cadets and is typically held in the spring. The Military Ball is not mandatory, but it is highly encouraged to attend as this yearly event is a chance for all Junior ROTC units in the county to interact with one another and to learn more about other units.

The Air Force provides a budget that covers most costs throughout the year, to include the uniform issued to your student. Because the uniform is valued at over \$300, we require hand receipts to be signed by the student and parent(s).

However, some items are not covered by our budget, so we do have our cadets participate in several fundraisers throughout the year. The money that is raised through these fundraisers are used to purchase items needed by the unit that aren’t provided by the Air Force

We are very excited about this coming school year. To keep you informed of on-going activities, we will send home instructions on how to use the GROUPME app that will allow us to keep you informed of important events and volunteer opportunities. Please take a few minutes to sign up.

Thank you in advance for supporting your student in our AFJROTC program. If you ever have any questions, please contact SMSgt Oshop at 824-3400 ext. 5545; or email me at raymond.oshop@wattsburg.org.

Sincerely,

Raymond J. Oshop

RAYMOND J. OSHOP, Senior Master Sergeant, U.S. Air Force (Retired)
Aerospace Science Instructor

SENIOR MASTER SERGEANT RAYMOND J. OSHOP, AEROSPACE SCIENCE INSTRUCTOR

SMSgt Raymond Oshop serves as the Aerospace Science Instructor (ASI) at Seneca High School, Wattsburg, PA. He retired from the U.S. Air Force on 1 September 2008 after 24 years of service. SMSgt Oshop's last active duty assignment was as Director, Air Force Recruiting Service in Seattle, Washington where he oversaw all recruiting operations in the states of Washington, Oregon, and Alaska.



SMSgt Oshop's career spanned across the United States. His first assignment was as a Command & Control Computer Operator at Headquarters Pacific Air Forces in Hawaii. He then was transferred to HQs Strategic Air Command in Omaha, Nebraska. SMSgt Oshop also had a follow-on assignment with the Pennsylvania Air National Guard in Pittsburgh, PA. SMSgt Oshop then began his training as a recruiter, and had various recruiting assignments in Pennsylvania, New Jersey, and Ohio. He transferred to Utah to be the Chief of Training for Air Force Recruiting Service for the western third of the United States, Alaska, Hawaii, and the Pacific Rim. He finished his career as the Director of Recruiting in Seattle, Washington.

His major awards and decorations include the Meritorious Service Medal, with Oak Leaf Cluster; Air Force Commendation Medal; Air Force Achievement Medal; and the National Defense Service Medal.

SMSgt Oshop holds a Doctorate Degree from Gannon University in Organizational Learning and Leadership, a Masters Degree from Webster University in Human Resource Development, and a Bachelors Degree from Southern Illinois University in Workforce Education and Development.

SMSgt Oshop is married to the former Sabrina B. Eakin of Economy, Pennsylvania. They have four children: Raeann, Cloe, John, and Sheridan. The family resides in Erie, PA.

SECTION 1: HISTORY, PURPOSE, AND GOALS OF AF JROTC AT SENECA HIGH SCHOOL

HISTORY OF AIR FORCE JROTC AT SENECA HIGH SCHOOL

AFJROTC was established at Seneca High School at the beginning of the 2005-2006 academic year. The unit designation, PA-20051, represents the state (PA), the startup year (2005), and that this was the first (1) unit started in this state in that year. The unit has experienced an up and down existence, having started with less than 40 cadets in the first year to having close to 100 cadets currently. The unit is also fortunate to have outstanding cadets attend JROTC from Iroquois and Harbor Creek High Schools. Regardless of numbers, PA-20051 has continued to excel based on the quality of its students.

PURPOSE OF AIR FORCE JROTC AT SENECA HIGH SCHOOL

Begun in 1966, AFJROTC has grown from only 20 units to more than 900 units established throughout the 50 U.S. states and Puerto Rico, and in Europe and Asia at schools run by the Department of Defense. More than 120,000 students are enrolled in AF JROTC. *The mission of AFJROTC is to develop citizens of character dedicated to serving their nation and community.* The goals of the program are to instill values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment in high school students. The objectives are to educate and train high school cadets in citizenship; promote community service; and develop a greater sense of moral character and personal integrity.

2019/2020 UNIT GOALS

Cadet Goals

- All Senior JROTC Cadets will graduate on time, No summer school
- No JROTC cadets will receive In-School, or Out-of-School Suspensions. As leaders, it's important for our cadets to lead by example and follow the rules of the school. If a cadet is given a suspension, he or she will meet with the Corps Commander, Deputy Corps Commander, and their Flight Commander. The cadet will explain the circumstances surrounding their suspension and the officers will determine if the cadet should be demoted and relieved of any leadership position they have in the Corps, if applicable

School Goals

- Since this is the last year of Harbor Creek attending JROTC at Seneca, we will reach out to North East High School and attempt to recruit their students to enroll in our program
- Seneca and Iroquois cadets will host a upper-class-man recruiting day. This is designed for students who may be in 10th, 11th, or 12th grade and who have considered JROTC in the past but haven't signed up. This shadowing event will give those upper-class students a chance to see how the program works and may alleviate any concerns they might have about being part of the program

Community Goals

- JROTC cadets will plan and execute two spring clean-ups this spring. One at Seneca High School and another one at Presque Isle State Park
- Cadets will participate in the Toys for Tots program this Christmas to help those less fortunate

SECTION 2: GENERAL CONDUCT AND CORPS POLICIES

AIR FORCE JUNIOR ROTC 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 to 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.

CADET CODE OF CONDUCT

As an Air Force Junior Reserve Officers Training Corps cadet, I pledge to the best of my ability to bring credit upon myself, family, country, school, community, and corps. I will live my life by the highest moral standards. I will respect and follow the directions of my parents and those entrusted with the responsibility to teach me those social values and life skills that I will require to become a productive citizen. I will constantly strive to improve my spirit, my mind, my body, my Corps, my school, and my community. I will serve my community to benefit the welfare of all. I will live by and will uphold the laws and policies of my community and school governing my conduct. I will attempt to instill these values in my fellow cadets. I will respect the rights of all and will not tolerate those who verbally or physically abuse others.

Cadets represent the corps both in and outside the JROTC classroom. Treat yourself and others with dignity and respect. Cadets are expected to set the example as an ambassador and representative of the AFJROTC program. While outside the classroom, each cadet is expected to emulate the Air Force Core Values of Integrity First, Service before Self, and Excellence in All We Do.

HAZING POLICY

Hazing of cadets will not be tolerated and is **STRICTLY PROHIBITED**. The instructors will deal harshly with any cadet who uses their leadership position, seniority, or rank/grade to engage in behavior, physical or verbal, that is demeaning, retaliatory, or dangerous for personal gain. This prohibition includes directing a cadet to do pushups or other physical activities for punishment or to directing comments towards a cadet that can be interpreted as threatening, demeaning, or containing prejudicial comments or overtones. In addition, any cadet who has knowledge and/or allows hazing will be found to be in violation in addition to individual carrying out the act.

Harassment, such as improper or abusive language, emails, anonymous letters, and coercion of lower-class cadets for personal gain are strictly forbidden. Misuse of authority will not be condoned nor tolerated. Spreading rumors about another cadet (whether they are true or false) or what another cadet has spoken or written is wrong and will not be tolerated. Additionally, comments degrading the personality and/or character of a fellow cadet will not be tolerated.

HUMAN DIGNITY POLICY

No cadet will discriminate against another student on the basis of race, nationality, ethnicity, sexual orientation, or other means. The rights of every cadet will be respected by all other cadets in the corps. Any comment made by a cadet that is racially or sexually offensive to another cadet, or one that is made in a classroom environment, is considered unacceptable/inappropriate and will not be tolerated. Any Cadet Squadron Staff decision that is sexually or racially based is strictly forbidden.

CLASSROOM AND PERSONAL CONDUCT

The start of the period signifies the start of class as a “military formation.” All cadets will be at the position of parade rest when the bell rings and maintain that position until the Flight Commander or SASI/ASI instructs otherwise.

Cadets will adhere to expected classroom/school behavior, as listed below. Failure to do so will result in a deduction to the Leadership grade

- Be prepared. Ensure you have pen/pencil, notebook, proper uniform, etc. BEFORE class
- Participate actively, both in and out of the classroom
- Do NOT talk without permission. Raise your hand and wait to be called upon
- Be attentive or quiet when someone else is speaking
- Use appropriate language; no insults, teasing, profanity, or vulgarity will not be tolerated
- During class, all cadets must sit up and remain alert – no heads down on the desk
 - If you are tired, get up from your desk quietly and stand in the back of the room
- Use proper forms of address when speaking to or writing to JROTC instructors and other teachers
- Wear of USAF-issued physical training shirt and shorts are MANDATORY on Fitness days (usually Monday)
- You may drink water in class. All other food and drinks must be approved by the instructor
- Remain in your seat unless told otherwise
- Push in your chair at the end of class
- Keep feet, hands, and objects to yourself

GUIDANCE FOR USE OF CLASSROOM

One of the perks of being a JROTC cadet is having access to the JROTC classroom area when class is not in session. Only JROTC students are allowed in the classroom before and after class.

Classroom computers and flight simulators may not be used without permission from the SASI or ASI.

The Supply Room is off-limits to all cadets unless they are assigned duty there or if they are being issued uniforms or equipment. Cadets must be under the supervision of Logistics personnel or SASI/ASI.

Telephones located inside the classroom may not be used without permission from the SASI/ASI.

DISENROLLMENT POLICY

Cadets are subject to disenrollment from AFJROTC – with no course credit – for any of the following actions, at any time throughout the school year:

1. failing to achieve a passing grade for the academic year
2. repeated or flagrant violations of the Corps' Code of Conduct
3. repeated or flagrant uniform or grooming violations
4. failure to attend a mandatory corps event without prior notification
5. repeated classroom disruptions or misbehavior that is detrimental to the class
6. any other cause as referenced in AFJROTCI 36-2010, para 2.4.1.1.

The SASI may also deny rescheduling for the next academic year to any cadet for any of the above-listed actions.

The SASI and ASI will use a graduated disciplinary approach to reform such behavior before disenrollment actions are undertaken. Disciplinary actions include grade reductions, parent/guardian consultation, teacher detentions, and suspensions. The first step before withdrawal should be communication with the parents/guardian about the behavior/issue in question. Further occurrences of the behavior/issue or additional issues/behavior would progress to a meeting with the cadet and his parents/guardian to establish a plan to modify the action or behavior. Disciplinary actions will continue, and course grades will diminish until the behavior/issue is corrected.

The SASI, in coordination with the Principal and Assistant Principal will determine final disenrollment from AFJROTC.

Cadets may also disenroll voluntarily, through coordination with guidance counselors and the Principal.

CADET WELLNESS PROGRAM

The Air Force JROTC physical training program, called the Wellness Program, is an integral part of the JROTC program. It is designed to help you lead a healthier, active lifestyle. This program is conducted during the school year and can be modified to meet your personal goals. It will help you to identify areas where you need improvement and to incorporate needed physical training to achieve desired goals.

This program is comprised of physical training exercises, the President's Fitness Challenge, and classroom instruction on various health and wellness issues. Before you start physical training, you must obtain written parental consent. An initial diagnostic test will be performed during the first 45 days of the school year. Since, due to your class schedule, time dedicated during class for wellness training may not be enough, you are encouraged to perform all exercises at home a minimum of 3 times a week in order to fulfill your training program and make adequate progress.

To get the most out of the program, we encourage you to participate fully and observe safety precautions, including getting hydrated before starting an exercise routine. A final evaluation of your progress will be made at the end of the year to determine your progress. Your efforts and progress in the program may be recognized with the fitness ribbon.

RESERVE CADET POLICY

Reserve cadets are cadets who have completed at least one year of JROTC, and who wish to be part of the corps but cannot schedule an academic class with AFJROTC. Those cadets are most welcome to join us and remain with us, providing they meet the following requirements:

- Attend all mandatory formations and events, to include the Awards Ceremony;
- Act always in accordance with the school's and corps' code of conduct;
- Participate in corps events and community service projects, as time and schedule allow.

Time in reserve status does not count towards the Certificate of Completion.

SALUTING WHILE IN UNIFORM

A military courtesy, saluting is a way of extending a greeting and showing respect. Salutes are required outdoors **when both people are in uniform. Salute indoors only if reporting in officially to a senior officer.** Salute first if you are the lesser ranking person. When saluting, include a greeting using the words "sir" and "ma'am" as a polite way of acknowledging a position superior to yours, such as the instructors, cadet officers, and military officers.

SECTION 3: WEAR OF THE AFJROTC UNIFORM

THE BASICS

By joining AFJROTC, you are among a small corps legally authorized to wear the uniform of the United States Air Force. The USAF uniform is a symbol of a proud and honorable service. Wear the uniform with the care and pride it deserves! The AFJROTC cadet uniform is, with certain exceptions, the same one that is worn by active duty Air Force members. Cadets must keep the uniform clean, neat, and in good condition always, with badges, ribbons, rank, other insignia, and other devices properly maintained and affixed to the uniform.

UNIFORM DAY IS WEDNESDAY! Uniform wear will be graded according to the criteria listed in the uniform inspection checklist below. All cadets will wear the uniform the entire school day. The only exception to this all-day wear applies to cadets who have gym class or wood shop.

When a cadet is issued a uniform, they will sign a Custody Receipt Form, each item then becomes the property of the cadet who is responsible for its care. If the item is lost or willfully or negligently destroyed, beyond normal wear and tear, the cadet must pay for it at current replacement cost.

****DIPLOMAS, SCHOOL RECORDS, AND CERTIFICATES OF COMPLETION OF MILITARY TRAINING WILL NOT BE RELEASED UNTIL ALL JROTC UNIFORMS, COURSE MATERIALS, AND EQUIPMENT ARE RETURNED OR PAID FOR. COLLECTION ACTION CAN ALSO BE INITIATED THROUGH THE APPROPRIATE COMMAND AND FINANCE AGENCY(S). ****

Cadets will be issued one complete, clean uniform with all accessories and insignia. Cadets will pay to dry clean and launder uniforms during the school year. Service dress pants, ties, flight caps, service coat, and windbreakers are **DRY CLEAN ONLY** items.

Cadets may be asked to return all items issued except for shoes, t-shirts, and socks or pay for them for at the end of the school year or upon disenrollment during the school year. The normal turn-in period for uniforms and associated equipment is during the last 10 days of each semester.

Air Battle Uniforms (ABUs)

The ABU will be issued to those cadets who are in Senior Leadership Positions and hold an officer rank. They are only to be worn on the first uniform day of each month and other occasions when deemed permissible by the SASI.

UNIFORM GRADES

Cadets will wear the uniform as prescribed in AFI 36-2903 and AFJROTCI 36-2010. Refer to visual aids within the AFJROTC classroom. Grading for uniform wear will be as follows: correctly wear their uniform and comply with grooming standards on uniform day (Wednesday). If unable to wear their uniform, they must let the instructor know in advance to coordinate a makeup day. Student will wear their uniform the entire school day except for PE class or a class situation that could result in damage to the uniform. Upper class cadets will perform a weekly uniform inspection and

hold cadets accountable for proper uniform wear and grooming standards. **Cadets who choose not to wear a uniform will receive a failing grade and be removed from the program.**

1st Time a cadet fails to wear the uniform, the highest grade they can receive for the quarter is a **B (92%)**

2nd Time a cadet fails to wear the uniform, the highest grade they can receive for the quarter is a **C (84%)**

3rd Time a cadet fails to wear the uniform, they will receive a failing grade and removed from the program.

The uniform grade is above and beyond the grades for Aerospace Science and Leadership Education. While a cadet may excel in Aerospace Science and Leadership Education, if he/she chooses to not to wear the uniform, they will still receive a lower grade and/or removal from the program.

Each cadet will ensure that the uniform is ready for inspection on the designated uniform day or for other mandatory uniform formations. **PLANNING AHEAD** is the key. Assemble the uniform, iron shirts, and polish shoes the night before. "The uniform is in the cleaners, it's too small, or I am missing uniform items" are not excuses for missing a uniform wear day. If a cadet is absent and is excused in accordance with school policies, there is no penalty if the cadet makes-up the missed uniform day, normally the next day following the absence.

Air Force Junior Reserve Officer Training Corps
PA-20051 Nighthawks Uniform Inspection

Cadet Name: _____

Date: _____

Flight: _____

Comments:

Total Points: _____

Buddy Checked By: _____

UNIFORM INSPECTION:

| | | | | | |
|-----------------------------|---|---|---|---|---|
| • Hair | 1 | 2 | 3 | 4 | 5 |
| • Male Shave | 1 | 2 | 3 | 4 | 5 |
| • Shoe Shine | 1 | 2 | 3 | 4 | 5 |
| • Name Tag | 1 | 2 | 3 | 4 | 5 |
| • Hat | 1 | 2 | 3 | 4 | 5 |
| • Not Wrinkled | 1 | 2 | 3 | 4 | 5 |
| • Gig Line | 1 | 2 | 3 | 4 | 5 |
| • Bulk In Pockets | 1 | 2 | 3 | 4 | 5 |
| • Cords Cut | 1 | 2 | 3 | 4 | 5 |
| • Belt & Buckle | 1 | 2 | 3 | 4 | 5 |
| • Earrings/Rings | 1 | 2 | 3 | 4 | 5 |
| • Military Bearing | 1 | 2 | 3 | 4 | 5 |
| • Rank & Ribbon Positioning | 1 | 2 | 3 | 4 | 5 |
| • No Stains | 1 | 2 | 3 | 4 | 5 |
| • Lint Rolled | 1 | 2 | 3 | 4 | 5 |
| • Black Socks/ Hose | 1 | 2 | 3 | 4 | 5 |
| • Undershirt | | | | | |

INSPECTOR SIGNATURE:

UNIFORM OF THE DAY

On uniform day, a prescribed Uniform of the Day will be worn. The Uniform of the Day combinations are described below:

Class B

- Uniform trousers, low quarter shoes, black socks, belt and buckle, V-neck white undershirt, short sleeve shirt or long-sleeve shirt, appropriate rank insignia, staff cord (if applicable), and name tag
- The wear of ribbons is optional
- The wear of the tie/tab is optional when wearing the short-sleeved blue shirt
- Tie/tab is mandatory while wearing the long-sleeve shirt
- Flight Cap

Class A

- Will be worn on special occasions as prescribed by the instructors and/or flight leadership
- Uniform trousers, low quarter shoes, black socks, belt and buckle, short or long sleeve shirt, tie/tab, appropriate rank insignia, staff cord (if applicable), service coat, and ribbons
- Medals and ribbons may NEVER be worn simultaneously. Wear of medals is only authorized for formal, semiformal, and/or special occasions of a limited nature (as specified by the SASI). Place medals on the uniform in the proper order of precedence, and, again, WITHOUT ribbons.
- (Note) The Flight Cap may be tucked under the belt on the cadet's left-side, between the 1st and 2nd loops, when not being worn.

Semi-Formal Uniform

- The Semi-formal dress uniform is worn for social functions of a formal, semi-formal and/or official nature as prescribed by the SASI. When in semi-formal dress, saluting is not required. Semi-formal dress uniform is to be worn only during special events as determined by the SASI and not during regular weekly uniform days.
- The semi-formal dress uniform coat is the service dress uniform coat without a name tag.
- Cadets may wear medals with the semi-formal uniform at events such as dining ins/outs, military ball, awards ceremonies, picture day or other formal events as specified by the SASI. Large medals will be worn on the semi-formal uniform coat ½ inch below the top of the welt of the pocket, centered on the pocket. Additionally, AFJROTC ribbons may be worn with the semi-formal dress uniform, however, if medals are worn, ribbons will not be worn (no mixing).
- Enlisted members do not need to wear two sets of ranks on the semi-formal uniform.
- Cadets may wear either the blue or white Long-Sleeve Shirt. The blue or white long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs. Shirts will be tucked into the trousers.
- Authorized badges may be worn on the semi-formal dress uniform. If medals are worn, badges that are normally worn on directly under the ribbon rack will not be worn.
- **Tie.** Either a blue polyester or silk, herringbone twill tie may be worn with either the blue or white long-sleeved shirt.
- **Trousers.** The semi-formal dress uniform trousers are the same as the service dress uniform trousers. No stripes (braiding) on the outside length of the trousers is authorized for wear on the semi-formal dress uniform.
- **Belt and Buckle.** The semi-formal dress uniform belt and buckle are the same as the service dress

belt and buckle.

- **Headgear.** Cadets will not wear headgear with the semi-formal dress uniform.

Physical Training Gear (PTG)

- **Short-sleeved PTG shirt.** The short-sleeve shirt will always be tucked into shorts. Do not remove or cut sleeves. PTG undershirts, short and long-sleeved form fitting undershirts, (i.e. Spandex, Lycra™ or elastic material) may be worn and visible under the short-sleeved PTG shirt. Undershirt must be tucked in. The undershirt may have visible small trademark logo.
- **Shorts.** The PTG shorts waistband will rest at or within two inches of the natural waistline. The lining in the PTG shorts may be removed.
- **Footwear.**
 - Socks. Socks are mandatory. Socks will be white or black and may have small trademark logos.
 - Athletic style shoes. Athletic style shoes are mandatory. There are no restrictions on the color of the athletic shoes.
- If the PTG uniform regulation isn't followed, points will be deducted from the cadet's leadership grade.

Ribbons/Medals Wear

Center ribbons on but not over the edge of pocket. Wear 3 or 4 in a row. Wear all ribbons earned.

Large medals may be worn on the Service Dress coat only, **without ribbons, and only during special events**, never during regular weekly uniform days. SASI has predetermined these special events will allow for the wear of medals:

Picture Days (group/individual)

Military Ball

Awards Ceremony

Other formal events, such as a dining-in or -out, on a case-by-case basis

Note: Medals and ribbons may never be worn together; they must be worn separately.

AEJROTC Shoulder Cords

Cadets are authorized to wear one shoulder cord (double knot, single cord "infantry" style shoulder cord. Cords will be worn on the left shoulder, grounded to the shoulder seam, with no metal tips, and no wider than 1-inch (no aiguillettes or citation cords). Colors are locally-determined (does not have to be a solid color, may be multi-color), must be conservative, in good taste, and defined in the Cadet Guide or Unit Operations Instruction. Shoulder cord will be worn on regular uniform days. Shoulder cords may be purchased from a vendor using MilPer funds.

A. Corps Commander → Metallic Gold (Reserve Corps Commander → Gold)

B. Corps Deputy Commander → Silver

- Operations & Executive Officers → Teal
- Flight Commanders → Red
- 1st Year Cadets (After Recognition) → White
- 30 Command Drill → Green
- Speech/10 Hours Community Service → Blue
- Speech/15 Hours Community Service → Blue and Silver

AFJROTC Cords

White Cord: Must complete the recognition process.

Green Cord: Must lead a flight in the 30-command drill sequence and perform 5 hours of community service with AFJROTC.

Royal Blue Cord: Must give a 10-minute presentation on integrity and perform 10 hours of community service with AFJROTC.

Blue and Silver Cord: Must give a 15-minute presentation on service before self and perform 15 hours of community service with AFJROTC.

Red Cord: Awarded to Flight Commanders, must have previously been awarded the Green Rope.

Teal Cord: Awarded to Executive and Operations Commanders

Silver Cord: Deputy Corps commander

Gold Cord: Corps commander and Reserve Corps commander.

Note: All cadets must have an A average in ROTC and a B average overall GPA to earn a rope.

Note: All cords are awarded in sequence only. You can't earn a royal blue cord until you've earned the green cord.

Specific Male Cadet Grooming Guidelines. (See Photo below and Figure 3-1)

Men's Hair. Keep your hair clean, neat, and trimmed. It must not contain large amounts of grooming aids such as greasy creams, oils, and sprays that remain visible in the hair.

Men's Hair. will be tapered appearance on both sides and the back of the head, both with and without headgear. A tapered appearance is one that when viewed from any angle outlines the member's hair so that it conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists or spiking. A block-cut is permitted with tapered appearance. Hair will *not* exceed 1¼ inch in bulk, regardless of length and ¼ inch at natural termination point; allowing only closely cut or shaved hair on the back of the neck to touch the collar. Hair will not touch the ears or protrude under the front band of headgear. Cleanly shaven heads, military high-and-tight or flat-top cuts are authorized. **Prohibited examples (not all inclusive) are Mohawk, mullet, cornrows, dreadlocks or etched design.**

Men are *not* authorized hair extensions.

Sideburns. If worn, sideburns will be straight and even width (not flared) and will not extend below the bottom of the orifice of the ear opening. Sideburns will end in a clean-shaven horizontal line. See page 17, orifice of the ear opening is at reference point A.

Mustaches/Beards. Beards are not authorized. Male Cadets may have mustaches; however, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and will not extend downward beyond the lip line of the upper lip or extend sideways beyond a vertical line drawn upward from both corners of the mouth.

Fingernails. Male cadets are not authorized to wear nail polish.

Earrings. Male cadets in uniform may not wear earrings or any other type of facial piercings.

Male Hair Standards

Hair will have a tapered appearance on both sides and back. A tapered appearance is one that when viewed from any angle. Outline the individual's hair so that it conforms to the shape of the head, curving inward to the termination point.

Hair will not touch the ears at any point.

Only closely cut or shaved hair may touch the collar.



Hair will not touch the eyebrows and will not protrude below the front band of the hat.

Sideburns will not extend below the lower inner opening of the ear.

Figure 3.1. Male Hair Grooming Standards.

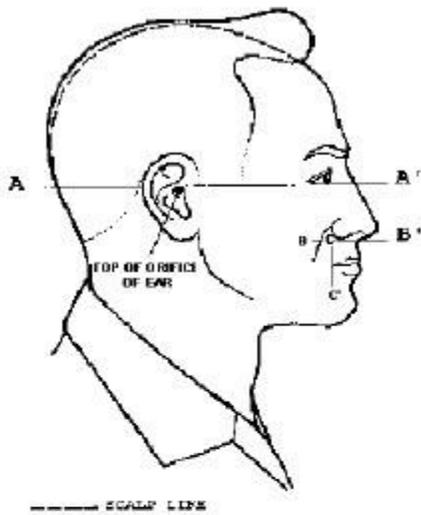


Figure 1-2
Male Grooming Standards (Side View)

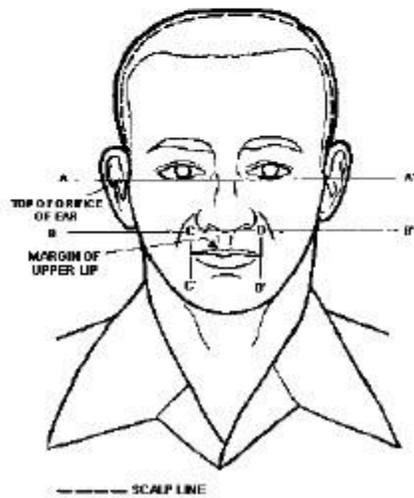


Figure 1-1
Male Grooming Standards (Front View)

APPEARANCE AND GROOMING GUIDELINES

Appearance and Grooming. When a cadet wears the uniform, he/she is responsible for presenting a neat, clean, and professional military image. 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. A professional military image has no room for the extreme, the unusual, or the faddish. The standards for wearing the uniform consist of five elements: neatness, cleanliness, safety, uniformity and military image. The first four are absolute, objective criteria for the efficiency, health, and well-being of the force. The fifth standard, military image is also very important, military appearance is subjective, but necessary. People, both military and civilian, draw conclusions as to the military effectiveness of the Air Force by how they perceive those in uniform.

Jewelry. While in uniform will be plain and conservative (moderate, being within reasonable limits; not excessive or extreme) as determined by the SASI.

Rings. Cadets may wear a total of no more than three rings; wedding sets count as one ring when worn as a set. Rings will be worn at the base of the finger and will not be worn on the thumb.

Necklaces. Will not be visible at any time. If worn, will be concealed under a collar or undershirt.

Specific Female Cadet Grooming Guidelines.

Hair-Female. Page 20. No minimum hair length to a maximum bulk of 3 ½ inches from scalp and allows proper wear of headgear. Hair will end above the bottom edge of collar and will not extend below an invisible line drawn parallel to the ground, both front to back and side to side. Bangs, or side-swiped hair will not touch either eyebrow, to include an invisible line drawn across eyebrows and parallel to the ground. See page 20. When in doubt, assess correct length of hair with Airman standing in the position of attention. Exception: While wearing the Physical Training Uniform (PTU), long hair will be secured but may have loose ends and may extend below the bottom edge of the collar.

Hair color, highlights, lowlights, and frosting will not be faddish or extreme and will be natural looking hair color, similar to the individual's hair color (e.g. black, brunette, blond, natural red, and grey).

Hair accessories. If worn, black hair accessories (e.g., fabric scrunchies, hairpins, combs, clips, headbands, elastic bands, barrettes, etc.) are authorized regardless of hair color. Locs, braids, twists, micro-braids, french braids, dutch braids and cornrows are authorized. Locs are defined as portions of hair that have been intentionally or unintentionally fused together to form a loc or locs. A braid or twist is two or more portions of interwoven hair. If adding additional hair, it must be a natural-looking color, similar to the individual's hair color. It must be conservative (moderate, being within reasonable limits; not excessive or extreme) and not present a faddish appearance. Hair must not exceed bulk and length standards and must not extend below the bottom of the collar. See page 20). Headgear must fit properly.

All locs, braids, and twists, when worn will be of uniform dimension, no wider than one inch, with natural spacing between the locs, braids, or twists and must be tightly interwoven to present a neat, professional and well-groomed appearance. When worn, multiple locs, braids, or twists shall be of uniform dimension, small in diameter (approx. ¼ inches), show no more than ¼ inch of scalp between the locs, braids or twists and must be tightly fused/interwoven to present a neat, professional appearance. A loc, or braid must continue to the end of the hair

without design and following the contour of the head, and may be worn loose or in a secured style within hair standards in paragraph 7.10.1. above. [Exception: Micro-braids or twists are not required to continue to the end of the hair.]

Unauthorized: Mohawk, mullet or etched design.

Fingernails. Fingernail polish, if worn by female cadets, will be a single color that does not distinctly contrast with the female cadet's complexion, detract from the uniform, or be extreme colors. Some examples of extreme colors included, but are not limited to, purple, gold, blue, black, bright (fire engine) red and florescent colors. Do not apply designs to nails or apply two-tone or multi-tone colors. However, white-tip French manicures are authorized. Fingernails must not exceed ¼ inch in length beyond the tip of the finger and must be clean and well groomed.

Skirts. The length of your skirt may not vary beyond the top and bottom of the kneecap. Your skirt will fit smoothly, hang naturally, and must not be excessively tight. You must wear hosiery with the skirt. Choose a sheer nylon in a neutral dark brown, black, off-black, or dark blue shade that complements the uniform and your skin tone.

Earrings. Female cadets may wear small round or square white diamond, gold, white pearl, or silver earrings. If member has multiple holes, only one set of earrings are authorized to be worn in uniform and will be worn in the lower earlobes. Earrings will match and fit tightly without extending below the earlobe unless the piece extending is the connecting band on clip earrings.



Specific Cadet Uniform Wear Guidelines.

Cadet Uniform Wear Guidance for School Hosted JROTC Events

School Sponsored Military Ball with Awards Ceremony: Units have two options they may choose to utilize.

Option 1: All cadets can wear the AFJROTC Service Dress uniform.

Option 2: Each male and female cadet will be given the individual option to wear their AFJROTC Service Dress uniform or to wear formal or semi-formal civilian attire. Any civilian attire worn must follow any/all school and district policies.

Option 2 would allow block schedule school students to attend who are not currently in AFJROTC and who may not have uniforms currently issued to them.

School Sponsored Dining-Ins/Dining-Outs with Awards Ceremony: All AFJROTC cadets will wear their AFJROTC Service Dress uniform.

For any other event, the SASI, in conjunction with the school Principal will decide on the appropriate attire for AFJROTC cadets.

Bracelets. Ankle bracelets are not authorized. Cadets may wear one bracelet around their wrist. If worn, the bracelet will be conservative (moderate, being within reasonable limits; not excessive or extreme) (which is defined as plain, not drawing attention or faddish) in design, no wider than ½ inch, gold or silver in color, and will not have any inappropriate pictures or writing. Medical alert/identification bracelets are authorized; however, if worn, they will be conservative. Bracelets espousing support for cause, philosophy, individual or group are *not* authorized (**Exception:** Traditional metal POW/MIA/KIA bracelets, which come in colors besides silver, bronze, or gold, remain authorized). **Colored/rubber bracelets that support a cause are not allowed to be worn in uniform.**

Eyeglasses or Sunglasses. If you wear glasses, they must not have any ornaments on the frames or lenses. Eyeglass lenses that are conservative, clear, slightly tinted, or have photosensitive lenses may be worn in uniform while indoors or while in military formation. When outdoors and in uniform, sunglasses and eyeglasses must have lenses and frames that are conservative; faddish or mirrored lenses are prohibited. Sunglasses are not allowed while in a military formation. Neither eyeglasses nor sunglasses can be worn around the neck while in uniform.

Tattoos or Brands. Whether you are in or out of uniform, tattoos or brands anywhere on the body are not allowed if they are obscene or if they advocate sexual, racial, ethnic, or religious discrimination. Tattoos or brands that might harm good order and discipline or bring discredit upon the Air Force are also barred, whether you are in or out of uniform. The SASI may exercise discretion if a new cadet arrives with a tattoo that may not be in full compliance with the above guidance.

Body Piercing. Cadets in uniform are not allowed to attach or display objects, articles, jewelry, or ornamentation to or through the ear (other than authorized in para 7.9.7), nose, tongue, or any exposed

body part (including anything that might be visible through the uniform). Cadets may not cover any of these articles with make-up, band aids, or wearing clear post pins to hide body piercings.

Back Packs. Cadets may wear a back pack on the left shoulder or both shoulders (not to interfere with rendering the proper salute).

Wear/use of an **earpiece, any blue tooth technology or headphones**, while in uniform, indoors or outdoors, is prohibited, unless specifically authorized for the execution of official duties. Exception: Headphones and earphones [iPods, MP3-type players, etc.] are authorized during travel on public transportation i.e., bus, train or air travel.

Uniform Inspection

On a weekly basis, flight leadership will conduct a uniform inspection. On designated Wednesdays, the flight commander and/or flight sergeant will meet for inspection in the classroom at the beginning of class. Flight Commanders will form their respective flights. Flight Commanders will then inspect their respective flights, with the assistance of the flight sergeant and other flight officers. Inspectors will inform each cadet of any gigs and will notify the SASI and/or ASI of the results. See page 20 to review the uniform checklist grading sheet.

Flight Commander Each Flight Commander is responsible for their flight being ready at the beginning of class. If the Flight Commander cannot be there, he/she will designate the flight sergeant or other officer(s) to perform inspection duties.

Proper Uniform:

- Rank and nametag are in proper place
- Shirt is clean and neatly tucked in, no wrinkles
- Solid white V-neck T-shirt must be worn
- Open collar only w/ V-neck T-shirt, and only when authorized
- Hair is to be of regulation length
- No facial hair, Male Cadets may wear a mustache within regulations
- Pants, belt, and shirt are to be properly aligned (gig line)
- Correct shoes are worn and shined
- Tie is worn properly
- Proper socks (solid black dress)
- Ribbons are to be in proper order when worn

Absentees If a cadet has another obligation on designated inspection days, the cadet is to notify his/her Flight Commander prior to the day of inspection. If a cadet does not inform the Flight Commander and/or SASI, the cadet will have their grade lowered.

Reasons for Missing an Inspection

If a cadet knows they will either miss or be late to an inspection, he/she must notify his designated Flight Commander stating the reason.

The SASI/ASI will decide what an appropriate excuse is and what is not. The following are examples of valid reasons for missing inspection:

- Family Matter
- Doctor/Dentist etc.
- Absent from School
- Need to meet with teacher of class you are failing

Reason for Inspection The reason for inspection is to ensure that every cadet wears the uniform properly and in a neat appearance. This will in turn make the Flight and the Corps better. In addition, inspection is to instill a sense of pride in wearing the AFJROTC uniform in all cadets.

SECTION 4: ORGANIZATION, RANK, PROMOTION, AND DEMOTION

ORGANIZATION

PA-20051, a JROTC unit, accordingly, is organized along a military, hierarchical design. The corps of cadets is led by one commander, who is assisted by support staff, and subordinate commanders. These cadets lead the corps' operational and functional areas. Those staff and leadership positions are specified in the Unit Manning Document (UMD) on page 56. The specific duties are described on page 57. As cadets grow in maturity, experience, and ability, they can rise in rank to hold these positions and lead the corps.

Chain of Command

Most organizations, and especially the armed services of the United States, are formed based on a structure that defines superior and subordinate positions. Within the Air Force and AFJROTC, the same principle applies. Your chain of command is a way in which you resolve problems and issues. Those in a position of authority are who you report to when you have a question or concern over how this AFJROTC unit is managed or organized. Also, it should be noted that you might have cadets who are subordinate to you (that is, they are below you in the organizational chart). To those folks, you have the responsibility of answering their questions and concerns to the greatest extent possible. Please learn the accompanying 'Chain of Command' because this links you all the way to the President of the United States.

| Position | Incumbent |
|---|--|
| President of the United States | The Honorable Donald J. Trump |
| Secretary of Defense | The Honorable Patrick Shanahan |
| Secretary of the Air Force | The Honorable Barbara Barrett |
| Chairman, Joint Chiefs of Staff | Gen Joseph Dunford Jr., USMC |
| Chief of Staff of the Air Force | Gen David L. Goldfein |
| Commander, Air Education and Training Command | Lt Gen Marshall Webb |
| Commander, Air University | Lt Gen Anthony J. Cotton |
| Commander, Holm Center | Brig Gen Christopher J. Niemi |
| Director, Air Force Junior ROTC | Col Stephen T. Sanders |
| Senior Aerospace Science Instructor (SASI) | Vacant |
| Aerospace Science Instructor (ASI) | SMSGt (Ret) Raymond Oshop |
| Cadet Corps Commanders | C/Lt Col Matt Alecci (Fall) C/Lt Col Halle Swasing (Spring) |

Staff Meeting (Jedi Council)

In order to plan, track, and adjust corps operations and functioning, the corps staff will meet weekly, using the following points as guidelines.

1. Purpose: To conduct a meeting that discusses current status on goals, events, and future events.

2. Responsibility: It will be the responsibility of all the cadets required to attend staff meetings to be familiar with the procedures outlined in this section.

3. Procedures: The Cadet Corps Commander oversees and will conduct all staff meetings in a business-like manner. In his absence, the Deputy Corps Commander assumes these duties.

A. Meetings will start promptly at the scheduled time. Cadets will be at their designated places (seats). The senior ranking cadets will be responsible for keeping order prior to the arrival of the commander.

B. The Commander will then invite each staff member to advise the staff of his activities since the previous meeting. The Commander may require weekly departmental reports.

E. The Commander will then proceed with general comments and Corps business. The Commander will then ask if there are more comments for the good of the order. The calendar of events and dates will then be discussed. Upcoming dates and new business will be reported by the Commander.

4. Conduct During and After Staff Meetings:

A. Side talk will not be tolerated. If a cadet becomes a problem, he/she will be asked to leave, and the appropriate disciplinary actions will be taken.

5. Follow-Up Action to the Staff Meeting:

A. The Operations Commander will document the minutes of the Staff Meetings. They will have them typed and posted in the back of the JROTC room within two school days and forwarded to the Aerospace Science Instructor.

CADET RANK (GRADE)

There are two grades a cadet may hold. All references to cadet grade will have the word "Cadet" as part of the cadet grade, i.e. Cadet Major Joe Smith. Grade is represented by standardized AFJROTC insignia which are worn on the cadet uniform. See page 52 for rank insignia and nomenclature.

Permanent Grade

This grade is commensurate with the number of years of successful completion of AFJROTC, and will be awarded at the end of each semester, provided cadets make satisfactory progress in the corps. Once a first-year cadet passes recognition, he/she will be awarded Airman rank. Permanent grade for the first year is CADET AIRMAN, second year CADET AIRMAN FIRST CLASS, third year CADET SENIOR AIRMAN, and fourth year CADET STAFF SERGEANT. Retention of the permanent grade is contingent upon satisfactory performance and behavior as determined by the SASI, who may suspend the newly

awarded permanent grade at any time during the semester for unsatisfactory performance or behavior. Cadets may be promoted to a higher rank in accordance to the position of responsibility that they are assuming. For example, the Corps Commander holds the rank of Cadet/Lt. Col, Flight Commanders are Cadet/Captain, etc.

If a higher temporary grade has not been assigned, a cadet will retain his permanent grade. Permanent officer status will be awarded to cadets holding officer positions for a full academic year or more, again at the SASI's discretion.

Temporary Grade

Cadets will be awarded a temporary grade based on their cadet job/position, their performance in that job/position, and their academic performance in their other classes. **Generally, junior and senior cadets will fill cadet officer positions; NCO positions will be given to sophomores and freshmen.** Temporary grade is assigned only if it is higher than permanent grade. Since the rank is temporary, it will not be carried over automatically from one year to the next. The SASI may award permanent grade if the cadet's performance and conduct are exemplary.

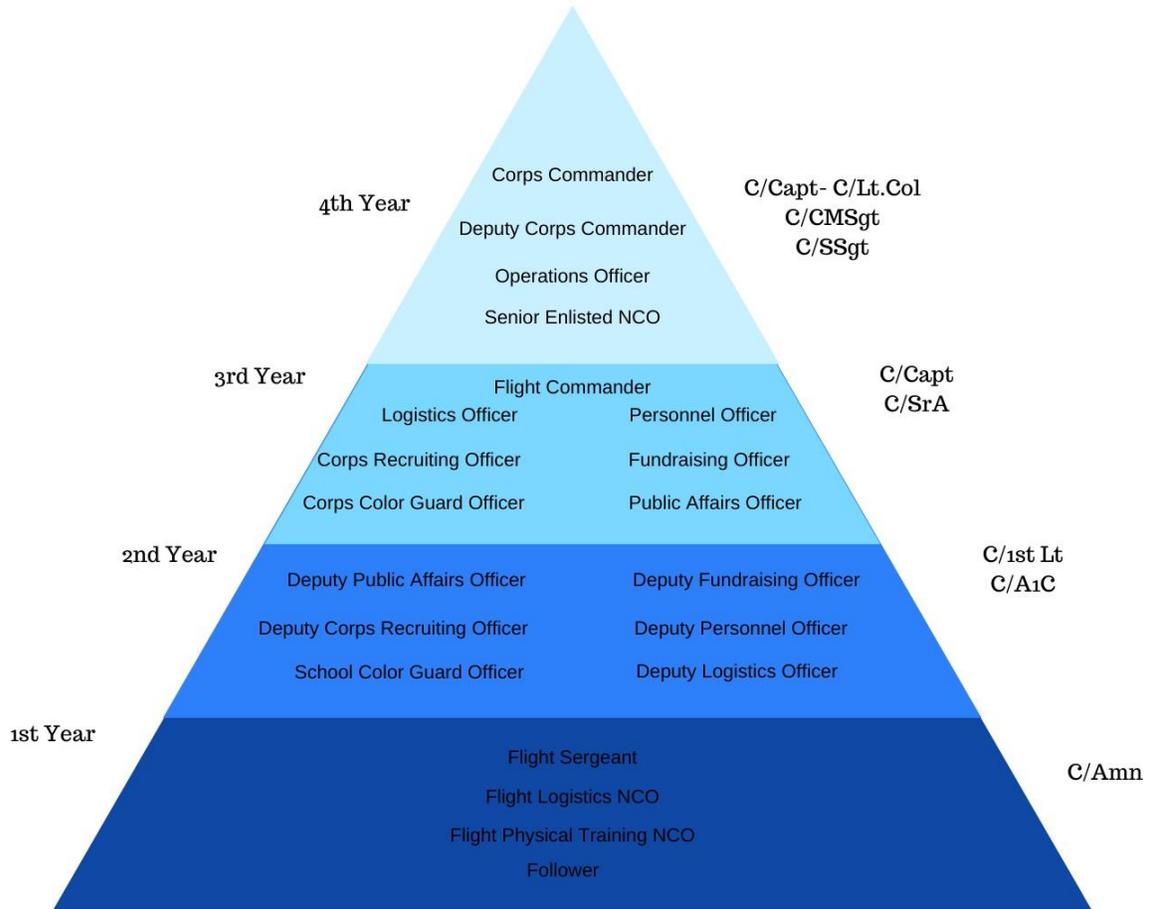
A cadet's entire academic record and conduct will be closely scrutinized by the SASI to determine if officer grades will be awarded and retained. Cadets will not hold a temporary grade higher than the maximum grade authorized for the job in the Unit Manning Document (UMD). **See page 56 for the UMD.**

CADET PROMOTIONS AND CADET JOB ASSIGNMENTS

The promotion system is patterned after the active Air Force and conforms to guidelines established by AFJROTC Headquarters. The cadet promotion system promotes cadets to permanent grades commensurate with the number of years of successful completion of AFJROTC, promotes cadets to temporary grades to fill cadet jobs, and promotes exceptional performers. The cadet job assignment system places cadets in leadership jobs where they can demonstrate and refine their leadership skills. Promotions and assignments are not based solely on past performance, but on the cadet's potential and willingness to assume jobs of increased responsibility.

Promotion provides a constant challenge and motivation to members of the active Air Force, as well as to AFJROTC cadets. Moving up in the rank structure is evidence of growing maturity and growth in leadership skills as well as the ability and willingness to accept additional responsibility. It should also be noted that promotion reflects progression and standing among fellow cadets. Promotions are tied to attainment of leadership positions, where a cadet can make and learn from his mistakes. Promotion in AFJROTC is based on a variety of factors; among these are academic and leadership grades, demonstrated personal qualities, level of involvement in the program. Each cadet should understand how the promotion process works and be reassured that every cadet can advance. **Below is an illustrative graph showing the general progression of rank and positions as cadets mature and advance in both school and the AFJROTC program.**

AFJROTC PA-20051 Nighthawks Leadership Pyramid



*This is an example of what positions a cadet may hold each year in AFJROTC. This pyramid does not ensure that a cadet will hold a certain position and does not prevent a cadet from holding a position at a different level of the pyramid than their pyramid level.

How Do I Make Rank?

Before consideration for any promotion, the whole person (integrity, academics, school activities, JROTC involvement, etc.) concept is used to determine promotion eligibility. The SASI will consider the following criteria when a cadet is eligible for promotion.

Academic Performance

How well does the cadet perform in all his/her academic studies? Does the cadet complete assignments, seek out responsibility, and work well with other cadets?

Leadership and Management

How well does the cadet perform assigned cadet duties? Is the cadet considerate of the needs of others? Does he/she maximize use of available resources? Can he/she motivate cadets, or do they take on all the work themselves? Do they serve as a good role model? Does he/she manage time well? Have they shown leadership potential? Do they need an opportunity to exhibit leadership potential?

Leadership Development Requirements (LDR)

To what degree does the cadet participate in cadet activities within constraints of work and other obligations? Do they volunteer for community, school, and corps service activities? Is he/she active in other school activities, do they assume and seek out leadership positions?

Responsibility and Conduct

How well does the cadet accept school and AFJROTC duties and responsibilities? Is the cadet punctual? Does the cadet set the example by adhering to class rules? Can the cadet follow simple instructions? Does the cadet take responsibility for their actions and other cadets assigned to them? Does the cadet serve as a positive role model for other cadets in conduct, uniform wear, and personal appearance? Does the cadet assume training responsibilities for other cadets? Is the cadet an active spokesperson for AFJROTC? Do they display a positive attitude?

Recognition

All first-year cadets will participate in the Recognition Program at the beginning of the semester. The purpose of Recognition is to teach our cadets the basics of AFJROTC, such as uniform wear, the leadership structure of the program, history of JROTC, and basic drill movements. The Recognition Program is run primarily by the upper-class cadets within the flight. Another important aspect of Recognition is this allows us the chance to ensure that all first-year cadets are taught Chapter 1 of the Leadership Education 100 Textbook: *TRADITIONS, WELLNESS, AND FOUNDATIONS OF CITIZENSHIP*

DEMOTIONS

Cadets can be recommended for demotion by cadet officers or NCOs or may be demoted on the spot by the Aerospace Science Instructors. Demotions occur when a cadet's rank is lowered because of continued failure to perform prescribed cadet duties, indifference, inaptitude, failure to respond to counseling, poor academic performance, or other serious deficiencies in the cadet's performance. A cadet must maintain proper discipline in and out of class. Demotions may be permanent or temporary as determined by the SASI. Permanent demotions will be to a lower rank determined by the SASI. Permanently demoted Cadet Officers will be demoted to their previously held NCO rank. Temporarily demoted cadets will assume their previously held officer or enlisted rank during the period of temporary demotion stipulated by the SASI. Failure to improve performance while temporarily demoted may result in a permanent demotion.

SECTION 5: CADET ACTIVITIES, AWARDS, AND RECOGNITION

LEADERSHIP DEVELOPMENT REQUIREMENTS (LDR)

Air Force JROTC offers many different LDR's for cadets to participate in. Participation in AFJROTC events is recommended for those that want to excel in the Corps and be considered for future leadership positions, as well as reflected in the overall grade leadership grade. Cadets may choose to participate in none, some or all of our extracurricular activities.

Kitty Hawk Air Society- The Kitty Hawk Air Society (KHAS) promotes high academic standards, provides services to the school and community, promotes self-confidence and initiative, develops leadership abilities, encourages academic excellence, and further academic development in the post high school years. All cadets enrolled in the AFJROTC program can be considered for membership provided they have at least a minimum of 95% GPA in JROTC and at least a 93% GPA overall. If interested, contact the corps commander and/or the KHAS commander for membership information.

8th Grade Field Day Committee - This annual field day is planned and run for any 8th graders. This day is designed to show soon-to-be freshmen different aspects of teamwork, as well as meeting new friends. This also gives them a chance to see what JROTC has to offer, as well as answer any questions they may have about high school.

Awards Ceremony Committee - Each year, our JROTC unit plans and runs a military style awards ceremony in order to recognize the accomplishments of cadets. Multiple parts of the award ceremony need planning, mainly done by senior cadets. These include color guard, drill team, gathering and presenting awards, and other parts of the ceremony.

Drill Team - The Drill Team represents the unit at various drill competitions and gives exhibition performances upon request. The team itself is broken down into various teams, such as color guard, armed and unarmed drill (marching), academic, exhibition, and inspection, with two levels of experience: first year (beginner) and advanced. Practices are scheduled as the Drill Team Commander and ASI see fit.

Military Ball Committee- Each year, all JROTC units in the Erie area come together to plan and run a military style ball. This highly formal event shows off each of the corps, recognizes the military, and recognizes the cadets and their accomplishments. Cadets are divided into groups that take on different portions of the ball, including the POW-MIA table, color guards, saber arches, speeches, and other portions of the ball.

Volleyball- Similar to other sporting teams, our JROTC volleyball team builds teamwork and leadership among each other. The volleyball team represents the corps at various volleyball tournaments around the area. Anyone currently enrolled in JROTC is welcomed to join and practices are scheduled by the team captain and ASI.

CURRICULUM-IN-ACTION (CIA) ACTIVITIES

During the year, the SASI or ASI will arrange field trips which enrichen, extend, or add to the curriculum taught in the classroom. These trips are mandatory in that they are part of the required course of study in the AFJROTC program. The only authorized absences from CIA trips are due to illness, parental declination, or faculty/administration disapproval. Otherwise, if cadets are present for school the day of the trip, they are expected to attend the CIA trip.

AWARDS AND DECORATIONS

The Cadet Awards and Decorations Program fosters morale, esprit-de-corps, and recognizes achievements of AFJROTC cadets. Organizations that wish to present cadets awards may still do so. However, only the HQ AFJROTC approved medals and ribbons may be worn on a cadet's AFJROTC uniform.

AFJROTC HEADQUARTERS, NATIONAL AND LOCAL AWARDS FOR FLIGHTS AND INDIVIDUALS

Medals will not be worn on regular uniform days or during any type of competition. Medals and ribbons will never be worn together.

1.) Gold Valor Award. This award recognizes the most outstanding voluntary acts of self-sacrifice and personal bravery by a cadet involving conspicuous risk of life above and beyond the call of duty. The award consists of a medal, ribbon, and certificate. The ribbon for this award may be worn on the cadet's ribbon rack on regular uniform days. For each additional award earned, a small silver star will be awarded. Forward recommendations for valor awards through debra.paggett@us.af.mil or douglas.davenport@us.af.mil (HQ-Ops Support) for review and processing within 6 months of the incident.



2.) Silver Valor Award. This award recognizes a cadet for a voluntary act of heroism which does not meet the risk-of-life requirements of the Gold Valor Award. The award consists of a medal, ribbon, and certificate. The ribbon for this award may be worn on the cadet's ribbon rack on regular uniform days. For each additional award earned, a small silver star will be awarded.



3.) Cadet Humanitarian Award. This award is intended to recognize cadets who provide aid in response to a singular extraordinary event such as a natural disaster or other catastrophe that has placed or has the potential to place a hardship on their fellow citizens. This award is not to be used to recognize day-to-day service in the community. The award consists of a ribbon and certificate. The ribbon for this award may be worn on the cadet's ribbon rack on regular uniform days. For each additional award earned, a small silver star will be awarded.



4.) Silver Star Community Service with Excellence Award. This award will be an honor that emphasizes the value of community service, and establishes a greater sense of pride within the corps. The award will be given to cadets in the Top 5% of units (approximately 45 units) that have the highest "per cadet average" community service hours. "Countable" hours must be logged into WINGS and be accomplished IAW published guidance in AFJROTCI 36-2010. Countable hours will be the period from 11 April (previous year) to 10 Apr (current year). HQ will use the last PSR cadet enrollment and the hours submitted in WINGS for that period to calculate the Top 5% units and notify the units earning the Award. Instructors at the Top 5% units will determine which of their cadets have contributed to the unit earning the new award. The award consists of a ribbon with a Silver Star device and a certificate. For each additional award earned, an additional large silver star will be awarded.



5.) Community Service with Excellence Award. This award is intended to recognize those individual cadets who provide significant leadership in the planning, organizing, directing, and executing of a major unit community service project that greatly benefits the local community. This is not an award given to participants but to the key leader(s) of the project. For each additional ribbon earned a bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



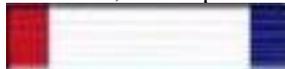
NATIONAL-LEVEL AWARDS

Cadets may only receive one National-level Award for each year they are in AFJROTC and not receive the same National-level award twice during their AFJROTC career (this does not apply to National competition awards). Medals from these organizations **WILL ONLY** be worn during Picture Days (group/individual), Military Ball, and Awards Ceremony, or other formal events as specified by the SASI. Ribbons for these awards may be worn on the cadet's ribbon rack during regular uniform days. **Medals and ribbons will never be worn together.**

6.) Air Force Association (AFA) Award. Cadets may only receive this award once. This AFA-sponsored award and is presented annually at each unit to the outstanding third-year cadet. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

The award recipient must possess/meet the following personal characteristics and eligibility criteria:

- Top 1% of the cadets in a unit in the following areas, academics, leadership, and professionalism.
- Positive attitude (toward AFJROTC and school).
- Outstanding personal appearance (uniform and grooming).
- Display personal attributes such as initiative, judgment, and self-confidence, courteous demeanor, promptness, obedience, and respect for customs.



7.) Daedalian Award. The Order of Daedalians is a fraternity of commissioned pilots from all military services. It is named after the legendary figure, Daedalus, and was organized by WWI military pilots who sought to perpetuate the spirit of patriotism, love of country, and the high ideals of self-sacrifice which place service to the nation above personal safety and position. This award is offered to encourage the development of these traits in cadets and to interest them in a military career. The medal is fashioned after an ancient Grecian plaque discovered by a Daedalian in the village of Lavadia, Greece and depicts Daedalus and his son Icarus fabricating their legendary wings of wax and feathers. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This annual award recognizes one outstanding third-year cadet at each unit that meets the following criteria:

- Demonstrate an understanding and appreciation of patriotism, love of country, and service to the nation.
- Indicate the potential and desire to pursue a military career.
- Rank in the top 10% of their AFJROTC class.
- Rank in the top 20% of their school class.



8.) Daughters of the American Revolution (DAR) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

- Possess the highest personal and ethical standards and strong positive convictions
- Shows the potential and desire to pursue a military career

- Rank in the top 5% in his/her AS class with a grade average of A or numerical equivalent
- Rank in the top 15 % of his/her academic class
- Demonstrates a positive attitude (toward AFJROTC and school)



9.) American Legion Scholastic Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award is presented annually to one a third- or fourth-year cadet based on the cadet's overall scholastic achievements. Each cadet must:

- Rank in the top 10% of the high school class.
- Rank in the top 25% of their AFJROTC class.
- Demonstrate leadership qualities.
- Actively participate in student activities

The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award not later than 15 April.



10.) American Legion General Military Excellence Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award is presented annually to a third- or fourth-year cadet based on the cadet's general military excellence. Each cadet must:

- Rank in the top 25% of their AFJROTC class.
- Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.

The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award not later than 15 April.



11.) Reserve Officers Association (ROA) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award is presented annually for military and academic achievement to an outstanding fourth-year cadet. The recipient must possess individual characteristics contributing to leadership such as:

- Be in the top 10% in the AFJROTC program.
- Be in the top 25% in academic grades.
- Be recognized for having contributed the most to advancing the objectives of the AFJROTC program, which include outstanding dedication to citizenship, knowledge of civic responsibility, military orientation, self-discipline and a sound work ethic.



12.) Military Officers Association of America (MOAA) Award. Cadets may only receive this award once. This award, formerly known as The Retired Officers Association Award. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award is presented annually to an outstanding second-year cadet (third-year cadet in a 4-year program) who shows exceptional potential for military leadership. Each cadet must:

- Be a member of the junior class.
- Be in good academic standing.
- Be of high moral character.
- Show a high order of loyalty to the unit, school, and country.
- Show exceptional potential for military leadership.



13.) Veterans of Foreign Wars (VFW) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award presented annually to an outstanding third or fourth-year cadet who is actively engaged in the AFJROTC program and who possesses individual characteristics contributing to leadership. Each cadet must:

- Positive attitude toward the AFJROTC program
- Must be enrolled as a 10th-12th grade AFJROTC student
- Must maintain a "B" average in AFJROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester
- Active in at least one other student extracurricular activity (music, athletics, government, etc.)
- Not a previous recipient of this award.



14.) National Society United States Daughters 1812 Award. Awarded to a junior or senior JROTC cadet who has demonstrated qualities of academic excellence, leadership, military discipline, dependability, patriotism and upright character in speech and habits, which exemplify the ideals upon which our nation was founded.



15.) National Sojourners Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

This award is presented annually recognizing an outstanding first- or second-year cadet (second or third-year cadet in a 4-year program) who contributed the most to encourage and demonstrate Americanism within the corps of cadets and on campus. Each cadet must:

- Be in the top 25% of their academic class.
- Encourage and demonstrate ideals of Americanism.
- Demonstrate potential for outstanding leadership.
- Not have previously received the award.

The SASI selects the recipient subject to the final approval of the sponsoring National Sojourners chapter. The SASI requests the award from the nearest local chapter in February for presentation in April or May. A representative from the National Sojourners will make the award presentation at an appropriate ceremony. If no local chapter is available or if the local chapter does not offer the award, contact the HQ of the National Sojourners.



16.) Scottish Rite, Southern Jurisdiction Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

This award annually recognizes an outstanding second-year cadet in a 3-year program or third-year cadet in a 4-year program. Each cadet must:

- Contribute the most to encourage Americanism by participation in LDR activities or community projects.
- Demonstrate academic excellence by being in the top 25% of class.
- Demonstrate the qualities of dependability, good character, self-discipline, good citizenship and patriotism.
- Not have been previous recipients of this award.

The SASI selects the recipient and requests the award from the nearest Scottish Rite Valley of the Southern Jurisdiction at any time during the calendar year. With a 30-day notice, a representative of the Scottish Rite Valley of the Southern Jurisdiction will make the presentation at an appropriate ceremony. If no local unit is available, or if the local unit does not offer the award, obtain information by contacting the national headquarters of the Scottish Rite Valley of the Southern Jurisdiction. The star worn on the ribbon must be procured with private or unit funds and will not be furnished by the sponsoring organization.

Scottish Rite, Southern Jurisdiction Award



17) Military Order of the Purple Heart Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

This award annually recognizes an outstanding underclassman (first, second, or third-year cadet), who is enrolled in the AFJROTC program and demonstrates leadership ability. (Seniors are not eligible) Each cadet must:

- Have a positive attitude toward AFJROTC and country.
- Hold a leadership position in the cadet corps.
- Be active in school and community affairs.
- Attain a grade of "B" or better in all subjects for the previous semester.
- Not a previous recipient of this award.

The SASI selects the recipient and requests the award from the nearest Military Order of the Purple Heart unit in February for presentation in April or May.



18.) Sons of the American Revolution (SAR) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

This award recognizes an outstanding second-year cadet in a 3-year program or third year cadet in a 4-year program who is enrolled in the AFJROTC program. The recipient must exhibit a high degree of leadership, military bearing, and all-around excellence in AS studies and not have previously received the award. Each cadet must:

- Be currently enrolled in the AFJROTC program.
- Be in the top 10% of their AFJROTC class.
- Be in the top 25% of their overall class

The SASI and the Principal select the recipient of the award not later than 1 March. The SAR national headquarters furnishes the secretary of each applicable SAR state organization a list of the AFJROTC units in their state. A representative of SAR will present the award and correspond directly with each unit within their area. The SASI makes arrangements for presentation with the applicable state society or local chapter Sons of the American Revolution (SAR) Award



19.) Military Order of World Wars Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

This award is presented annually to an outstanding cadet who has committed to continue the aerospace science program the following school year. Selection is based on outstanding accomplishments or service to the AFJROTC unit.

The SASI, with the concurrence of the Vice President of Academics and Student Affairs/Principal, selects the recipient and completes the Military Order of the World Wars (MOWW) citation by summarizing the cadet's outstanding accomplishments or service to the unit.



20.) American Veterans (AMVETS) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

This award is presented annually to one qualified cadet that possesses individual characteristics contributing to leadership such as:

- A positive attitude toward AFJROTC programs and service in the Air Force.
- Personal appearance (wearing of the uniform, posture, and grooming, but not physical characteristics per se).
- Personal attributes (initiative, dependability, judgment, and self-confidence).
- Officer potential (capacity for responsibility, adaptability, and maintenance of high personal standards).
- Obtained a grade of "A" (or the numerical equivalent) in their AS class.

- Be in good scholastic standing in all classes at the time of selection and at the time of presentation.

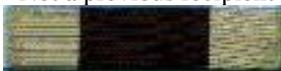
The SASI selects the recipient of the award and submits a brief nomination letter and biographical sketch of the cadet to the state AMVETS department where the school is located. An AMVETS representative will make the presentation if a participating local post or department representative is available. See Attachment 7-17 for list of award points of contact.



21.) Air Force Sergeants Association (AFSA) Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet’s ribbon rack and worn on regular uniform days.

This award recognizes an outstanding third- or fourth-year cadet. The recipient must demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. Each cadet must:

- Be in the top 10% of the AFJROTC class.
- Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.
- Not a previous recipient of this award.



22.) Tuskegee Airmen Incorporated (TAI) AFJROTC Cadet Award. Ribbon for this award may be worn on the cadet’s ribbon rack and worn on regular uniform days.

This award is presented annually to two cadets. Cadets may be first-year, second year, or third-year cadets and must meet the following criteria:

- Attain a grade of “B” or better in their AS class.
- Be in good academic standing.
- Actively participate in cadet corps activities.
- Participate in at least 50% of all unit service programs.



23.) The Retired Enlisted Association (TREA) Award. Cadets may only receive this award once. Awarded annually, at the SASI’s discretion, for exceptional leadership to the most outstanding AFJROTC cadet while serving in an Enlisted Rank. The selected enlisted cadet must have shown outstanding leadership throughout the course of the school year. Ribbon for this award may be worn on the cadet’s ribbon rack and worn on regular uniform days.



24.) The Celebrate Freedom Foundation (CFF) Award for Excellence in Academic Programs. Cadets may only receive this award once. The awards program recognizes 9th, 10th, 11th and 12th grade students enrolled in AFJROTC programs. Ribbon for this award may be worn on the cadet’s ribbon rack and worn on regular uniform days.

Cadets must demonstrate the following personal characteristics to be eligible for nomination:

- Outstanding personal appearance (uniform and grooming)
- Display personal attributes such as initiative, judgment and self-confidence
- Courteous demeanor (promptness, obedience and respect for customs)
- Growth potential (capacity for responsibility, high productivity and adaptability to change)



25.) Air Commando Association Award. Cadets may only receive this award once. Awarded annually at the SASI's discretion for completing a one-page essay based on a historical AF Special Operations Mission possessing the 13 critical attributes of success: integrity, self-motivation, intelligence, self-discipline, perseverance, adaptability, maturity, judgment, selflessness, leadership, skilled, physical fitness and family strength. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.



26.) Distinguished Unit Award with Merit (DUAM). Award consists of a ribbon awarded to cadets enrolled during the same academic year in which 1) the unit receives a HQ AFJROTC evaluation with an overall rating of Exceeds Standards and 2) the unit is selected by HQ AFJROTC to receive the DUA. Both criteria must occur during the same academic year. The unit will receive a congratulatory letter and a certificate of recognition which will be posted in WINGS. For each additional ribbon earned an additional small silver star will be awarded.



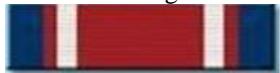
27.) Distinguished Unit Award (DUA). Is a ribbon awarded to cadets enrolled during the academic year when a unit is selected by HQ AFJROTC to receive the DUA. The unit will receive a congratulatory letter and a certificate of recognition which will be posted in WINGS. For each additional ribbon earned an additional small silver star will be awarded.



28.) Outstanding Organization Award (OOA). Is a ribbon awarded to cadets enrolled during the academic year when a unit is selected by HQ AFJROTC to receive the OOA. The unit will receive a congratulatory letter and a certificate of recognition which will be posted in WINGS. OOA recipients do not receive a streamer. For each additional ribbon earned an additional small silver star will be awarded.



29.) Outstanding Flight Ribbon. Awarded each academic quarter to the members of the flight with the highest grade average in AFJROTC. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Distinguished AFJROTC Cadet Badge. The award recognizes one outstanding third-year cadet selected at the end of each school year. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence. The SASI, in coordination with the ASI and with the concurrence of the principal, selects the recipient. The recipient will hold the following awards prior to selection:

- a. Leadership Ribbon
- b. Achievement Ribbon
- c. Superior Performance Ribbon
- d. Academic Ribbon
- e. Leadership Development Requirement
- f. Service Ribbon



Aerospace Education Foundation (AEF) Academic Cadet Badge. Awarded to rising Junior and Senior for academic excellence as signified by attaining a minimum 3.3 grade point average (GPA) with no grade below a 2.0 GPA on their transcript.

30.) Top Performer Award. The award consists of a ribbon and certificate presented/awarded only by Headquarters, AFJROTC personnel. This award is only presented during a visit by HQ AFJROTC personnel. The award is presented to a maximum of 2% of the current unit cadet corps population (unduplicated headcount). Once awarded, the ribbon may be worn for the duration of a cadet's tenure in AFJROTC.

-Consideration for the Top Performer Awards. All currently enrolled cadets may be considered, but specific consideration will be given to cadets not previously recognized for superior performance. The Regional Director may select (SASIs may nominate) a maximum of 2% of a units cadets based on a cadet's performance in the following key areas: Leadership and job performance: in primary duty and specifically in preparation for the unit's assessment. Leadership qualities: involvement and positions held in Leadership Development Requirement activities. Academic performance: nominee must be in good academic standing in all high school course work, significant self-improvement, community involvement and other accomplishments.



31.) Outstanding Cadet Ribbon. Is a ribbon awarded annually at the SASI discretion to the outstanding first-year, second-year, third-year, and fourth-year cadets. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



32.) Leadership Ribbon. Is a ribbon awarded annually at the SASI discretion to cadets for outstanding performance in a position of leadership as an AFJROTC cadet, and who have consistently displayed outstanding leadership ability above and beyond expected performance. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



33.) Superior Performance Ribbon. Is a ribbon awarded to no more than the top 10% of the cadet corps annually for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC. Presented for a single or sustained performance of a superior nature, the ribbon recognizes achievements and services which are clearly outstanding and exceptional when compared to achievements and accomplishments of other cadets. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



34.) Achievement Ribbon. Is a ribbon awarded for a significant achievement in AFJROTC or other school activities/events, as determined by the SASI. Individuals may not receive more than one ribbon during a 1-year period. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



35.) Academic Ribbon. Is a ribbon awarded for academic excellence as signified by attaining both a first or second honor card and an “A” average in AFJROTC for one academic quarter. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



36.) Cadet Leadership Course (CLC) Ribbon. Is a ribbon awarded for completion of an approved leadership school program of at least 5 days in duration. Such programs include, but are not limited to, Camp Odyssey and Keystone Boys State. For each additional CLC completion a bronze star will be awarded. A Silver Star will be awarded for outstanding performance or leadership ability at a CLC instead of the Bronze Star. Limit the Silver Star to 10% of the class.



37.) Special Teams Competition Ribbon. Is a ribbon awarded to team members for placing 1st, 2nd or 3rd in an Air Force or Joint Service Competition to include Drill Teams, Academic Bowl Teams, and CyberPatriot. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



38.) Joint/All-Service National Competition Award. Is a medal/ribbon awarded to team members who competed at a Joint/All Service national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, and CyberPatriot. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



39.) Air Force Nationals Competition Award. Is a medal/ribbon awarded to team members who competed at an Air Force only national-level competition to include Drill Teams, Color Guard Teams, Academic Bowl Teams, and CyberPatriot. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



40.) Orienteering Ribbon. Not offered at PA-20051

41.) Leadership Development Requirement (LDR) Leadership Ribbon. Is a ribbon awarded at the SASI’s discretion for leadership in AFJROTC Leadership Development Requirement activities (such as but not limited to PT team commander, orienteering team commander, drill team commander, annual awards ceremony chairman, military ball chairman, Zero Week chairman, 8th grade field day chairman, Kitty Hawk Commander, etc.). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



42.) Drill Team Ribbon. Cadets must be on the drill team for an entire year/drill season to be eligible to qualify and must have competed in at least 3 drill competitions. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



43.) Color Guard Ribbon. Cadets must perform at least 5 color guard performance events to receive this ribbon (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



44.) Saber Team Ribbon. Cadets must perform at least 3 saber team performance events to receive this ribbon (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



45.) Marksmanship Team Ribbon. Not offered at PA-20051

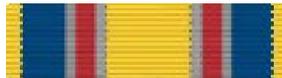
46.) Good Conduct Ribbon. To qualify for this award cadets must not have been referred to a Discipline Review Panel, must not have been suspended (in or out of school), must not miss more than 5 days of school (unexcused absences), and must have a leadership grade of 93% or greater for the entire school year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



47.) Service Ribbon. Is a ribbon awarded for distinctive performance in school, community, or AFJROTC service projects. Cadets who complete 12 or more hours of community service with AFJROTC qualify for this award. (NOTE: Participation in Drill Teams does not qualify for the Service Ribbon). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



48.) Health and Wellness Ribbon. Is a ribbon awarded annually for participation in the unit health and wellness physical fitness program. All cadets who participate in the unit's wellness program and complete all five (5) events of the physical fitness program with a score greater than 0% in each of the events will receive the Health and Wellness Ribbon. Subsequent yearly award of the Health and Wellness Ribbon will be denoted by the addition of a Bronze Oak Leaf cluster to the ribbon for each additional year of award. Cadets who score in the Physical Fitness Test's 75-84% will receive a Bronze Star device; 85-95% will receive a Silver Star device; and 96-100% will receive a Gold Star device. These cadets, if already wearing the ribbon with oak leaf cluster(s), will receive and wear an additional Health and Wellness Ribbon with the highest-level Star Device(s) affixed. Duplicate awards of the Bronze, Silver or Gold percentile will be denoted by the addition of another star on this ribbon. Should a cadet subsequently score in a higher percentile, only the star representing the higher percentile will be worn. In no case will a cadet mix different color stars, or star(s) and oak leaf cluster(s) on the same ribbon.



49.) Recruiting Ribbon. Is a ribbon awarded to cadets who have directly contributed to the recruitment of two new members to AFJROTC. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



50.) Activities Ribbon. Is a ribbon awarded for participation in Leadership Development Requirement (LDR) activities other than those that qualify for the Color Guard, Drill Team, and Special Teams Competition ribbons. These include, but are not limited to, Zero Week activities, 8th grade Field Day activities, Kitty Hawk and APT Team activities, sports teams, etc. An oak leaf cluster will be added to this ribbon for each year of membership beginning with the second year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



51.) Attendance Ribbon. Is awarded to cadets who have no more than three excused absences (no unexcused) from AFJROTC classes during an entire school year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



52.) Dress and Appearance Ribbon. Is awarded yearly to cadets who maintain a cumulative uniform grade of 93% or higher at the end of the 2nd quarter or at the end of any quarter thereafter for the academic year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



53.) Longevity Ribbon. Is a ribbon awarded for successful completion of each AFJROTC school year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



54.) Bataan Death March Memorial Hike Ribbon. Is a ribbon awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March. This event must be accomplished on a locally determined 14-mile course (trails, road courses, tracks, etc.). Units may complete the full hike in a span of one to no more than 3- days. Cadets who fully complete the 14-mile hike are authorized to wear the ribbon. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



55.) Patriotic Flag Ribbon. Is a ribbon awarded for participation in non-color guard events specifically designed to honor our nation's flag. Such events include flag raising ceremonies, flag retirement ceremonies, flag folding ceremonies, and historical flag demonstrations. In order to receive this award, cadets must have participated in a minimum of 5 flag events. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

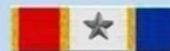
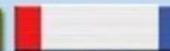
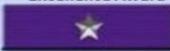
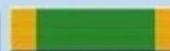
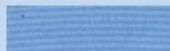
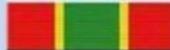
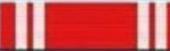


AFJROTC cadets are not authorized to wear ribbons/medals earned/issued from Army, Navy, Marine Corps,



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) |

Version: 3 August 2019

or Coast Guard Junior ROTC programs. Cadets will be given equivalent AFJROTC ribbons to wear in lieu of Army, Navy, Marine Corps, or Coast Guard Junior ROTC ribbons/medals the cadet earned while serving in sister-service JROTC program. It is up to the SASI to make the best determination as to what equivalent AFJROTC ribbon to issue.

GRANDFATHERED NATIONAL AWARDS

Cadets who received the National-level awards listed below prior to 30 July 2018, and who wish to wear these awards may do so as long as they remain in AFJROTC or NLT 1 August 2021 (grandfathered). These ribbons may be worn by cadets during regular uniform days and will be worn in the precedence listed below following the Patriotic Flag Ribbon. These ribbons will no longer be eligible for wear after 1 August 2021.

- Sons of Union Veterans of the Civil War Award

-Sons of Confederate Veterans H.L. Hunley Award

- Non-Funded National Awards (i.e., NCOA, National Society, Daughters of Founders and Patriots of America, American Military Retirees Association "LEAP", United Daughters of the Confederacy etc.)

Cadets receiving Civil Air Patrol (CAP) awards listed below - ribbons may be worn by cadets during regular uniform days and will be worn in the precedence listed below following the Patriotic Flag Ribbon. CAP Medals will not be worn on regular uniform days

56. General Carl Spaatz Award

57. General Ira C. Eaker Award

58. Amelia Earhart Award

59. General Billy Mitchell Award

60. General J.F. Curry Achievement Award

SECTION 6: POST GRADUATION BENEFITS OF AFJROTC

COLLEGE CREDIT

Cadets may earn up to six college credits through on-line courses offered through the University of Colorado at Colorado Springs. Seniors and Juniors who have completed their Junior year may enroll in PSC 1510 – Leadership for the Next Generation and a history course to be determined. See the SASI for more information and a syllabus.

SCHOLARSHIPS

Academy Nominations for each year PA-20051 earns the Distinguished Unit Award, the SASI may nominate as many as five cadets to the U.S. Military Academy (West Point), U.S. Naval Academy, and U.S. Air Force Academy. Any nominated cadets compete nationally to earn one of 20 nominations held for JROTC cadets. The SASI will only nominate cadets who excel morally, academically, and physically, and who meet the eligibility requirements of the respective academies.

AFROTC Scholarships the SASI can nominate highly qualified cadets for college AFROTC scholarships provided the cadet meets minimum Air Force standards/requirements. Scholarships (depending on the type - some have limits) pay for tuition, books, lab fees and uniforms. Recipients may use the scholarship at a college/university where the recipient is enrolled provided the college/university has a senior ROTC unit and the recipient enrolls in the ROTC program.

General Scholarships the SASI can also nominate highly qualified cadets for scholarships provided by local organizations. Recipients may use the scholarship money at a college/university where the recipient is enrolled. Cadets are highly encouraged to apply for as many scholarships as practical: Awarding of many of the scholarships provided by local organizations is predicated upon cadet application for the award.

PERSONAL CERTIFICATES OF COMPLETION / TRAINING

Certificates of Completion Presented to a cadet in good standing who has successfully completed at least three years of AFJROTC. SASI/SASI reviews the entire period of enrollment and determines if a certificate is to be issued, since the SASI certifies to the armed services that the cadet has earned and deserves training credit. A cadet must have this certificate in their possession when enrolling in college ROTC or when enlisting in the armed services to receive the following training credit:

Excused from one year of the General Military Course (GMC) of the college AFROTC program. Must contact the Professor of Aerospace Science at the college or university where the cadet is enrolled to receive training credit.

Entitlement in pay grade E-3 in the Army, Navy, or Air Force and E-2 in the Marine Corps after completion of basic training. Provides immediate substantial monetary benefit and accelerated promotion ahead of other enlistees who enter active duty at the same time

Certificate of Training Presented to a senior cadet in good standing who successfully completes two years of AFJROTC. Like the Certificate of Completion, the SASI will review the cadet's entire enrollment to determine if a certificate of training is to be awarded. The cadet must have the certificate in their possession to receive the following training credit.

The cadet is excused from one semester of a college AFROTC program. The school must be contacted upon enrollment at college or university with the AFROTC program.

These certificates are very important documents and are **NOT** awarded automatically based solely on academic grades. Total performance and conduct is considered and it is possible to successfully complete the AFJROTC courses but

USAF ACTIVE DUTY RANKS/PAYGRADES

*Diamond denotes First Sergeant status.

Airman Basic, E-1, no insignia



Airman, E-2



Airman First Class, E-3



Senior Airman, E-4



Staff Sergeant, E-5



Technical Sergeant, E-6



Master Sergeant, E-7



Senior Master Sergeant, E-8



Chief Master Sergeant, E-9



Command Chief Master Sergeant



Chief Master Sergeant of the Air Force



Second Lieutenant, O-1



First Lieutenant, O-2



Captain, O-3



Major, O-4



Lieutenant Colonel, O-5



Colonel, O-6



Brigadier General, O-7



Major General, O-8



Lieutenant General, O-9



General, O-10

SECTION 7: COMMAND STRUCTURE

AFJROTC PA-20051 Command Structure

| <u>Position</u> | <u>Authorized Rank</u> |
|---------------------------------|-------------------------------|
| Corps Commander | Cadet/Lt. Colonel |
| Deputy Corps Commander | Cadet/Major |
| Executive Officer | Cadet/Major |
| Operations Officer | Cadet/Major |
| Senior Enlisted Advisor | Cadet/CMSgt |
| Public Affairs Officer | Cadet/Captain |
| Deputy Public Affairs Officer | Cadet/1 st Lt. |
| Personnel Officer | Cadet/Captain |
| Deputy Personnel Officer | Cadet/1 st Lt. |
| Fundraising Officer | Cadet/Captain |
| Deputy Fundraising Officer | Cadet/1 st Lt. |
| Color Guard Officer | Cadet/Captain |
| Corps Recruiting Officer | Cadet/Captain |
| Iroquois Recruiting Officer | Cadet/1 st Lt. |
| Seneca Recruiting Officer | Cadet/1 st Lt. |
| Flight Commander | Cadet/Captain |
| Flight Non-Commissioned Officer | Cadet/MSgt |
| Flight Physical Training NCO | Cadet/TSgt |

OPERATIONAL AND FUNCTIONAL AREA JOB DESCRIPTIONS

Corps Commander

The Corps Commander is the primary position within the PA-20051 JROTC chain of command. He/she is the leader of the Corps and is to act as such always while keeping the highest of standards for uniform and conduct. They are to accept nothing less than absolute excellence and the highest of standards from themselves and the members of the Corps. The Corps Commander's most pivotal duty is to ensure that everything is running smoothly within the Corps and to address any and all problems that may arise, to include periodically checking up on the welfare of all cadets. He/she must always keep every member of the Corps informed on everything that they need to know by email or by other means. The Corps Commander is responsible for organizing and running and planning for all staff meetings at which attendance by the Corps Staff is mandatory. He/she is the main source for new ideas regarding Corps Policy throughout the Corps Staff and as such everything is to be presented before both the Corps Staff and the ASI/SASI before anything is to be passed into Corps Policy and thereby be put into effect immediately. He/she must ensure that the Corps is always the best it can possibly be and if it is not, must find a solution with the Staff. The Corps Commander is in charge of ensuring that cadets are recognized for their achievements. The Corps Commander is to also oversee the Recognition program, ensuring the program is being run effectively. The Corps Commander is to maintain a strong relationship and line of communication with the Deputy Commander and the Corps Staff so that he/she may delegate the many tasks that they are assigned. He/she is to confer with the Deputy Commander and/or members of the Senior Staff on important business that does not yet warrant involvement of the entire staff and corps. The Corps Commander is the Keystone of the Corps and without it cannot run properly; however, they are to always keep in mind that delegation and communication are key and indispensable tools in making the corps the biggest success that it can be. The corps commander selects the cadets who will be holding senior leadership positions and the flight commanders each year with the advise and consent of the SASI/ASI.

Deputy Corps Commander

The position of Deputy Corps Commander is the secondary position in the PA-20051 JROTC chain of command. Responsible for helping the Corps Commander in any way, this means keeping in contact with the Commander to ensure that the corps is operating smoothly. Not only are they working under the Corps Commander, but they are also in a very honorable leadership position. This means that they should be going out of their way to make sure the cadets are living up to the standards of the corps. The duties of the Deputy Corps Commander are to include assuming command of the corps in the absence of the corps commander and informing him/her on corps status during their absence. Checking the calendar frequently and talking to those cadets in leadership positions underneath him/her. They will be performing the tasks appointed by the corps commander and completing these tasks on time and with precision. Delegating through the chain of command and assigning tasks to appropriate cadets. Working with and provide guidance to all subordinates in any problems they may have and upholding dress and grooming standards and setting a proper example for others inside and outside of school.

Executive Officer

Reports to the SASI and ASI and leads the corps alongside the rest of the corps leadership. Assists the Corps and Deputy Corps Commanders in the day-to-day operations of the squadron. Serves as a link between the instructors and corps commanders. Conducts safety and risk assessments at corps events and assists with coordination and execution of all corps events.

Operations Officer

The Operations Officer is responsible for making sure everything is running smoothly, tasks are being completed, and oversees all operations within the squadron. Reports the status of the flights directly to the Corps Commander. Oversees Physical Training, Leadership, Academics, Continuity, Attendance, Logistics, and organization for the Squadron. Ensures cadets in the entire squadron meet standards in areas of duty and cadet performance; for example, cadets aren't wearing earbuds while they are in uniform unless permitted. The Operations Officer assigns flag duty to every flight. The Operations Officer is there to aid the Corps Commander with anything they need help with.

Senior Enlisted Advisor

The Senior Enlisted Advisor is a unique non-commissioned rank in the Corps. The holder of this rank and position represents the highest enlisted level of leadership in the Corps, and as such, provides direction for the enlisted corps and represents their interests. The Senior Enlisted Advisor is appointed by the Corps Commander and advises the commander on all issues regarding the welfare, readiness, morale, and proper utilization and progress of the enlisted force.

Flight Commander

It is the duty of the flight commander to organize the cadets in the flight. The flight commander must be responsive and open to answering questions from his cadets. He/she must be a good, positive role model. The Flight Commander is to lead their flight in the Corps activities or individual flight activities. They are to inform their flight of upcoming events. The Flight Commander is responsible for uniform inspection for his/her flight. Flight Commanders will enforce proper uniform wear, inspect cadets often, take command of flight during formal formations and inspection, and evaluate the cadet's performance individually. In evaluating their performance, a Flight Commander should look for potential promotion from his/her observations with regards to conduct, discipline and leadership and then relay that evaluation to the Corps Commander and SASI. They are to know their cadets by name and to ensure that the cadets within the flight are involved in Corps activities. He/she is to be a leader and display confidence as to encourage the flight's JROTC spirit. The Flight Commander is to attend staff meetings and strive to pursue options that best fit the Corps in all they do. Flight Commanders will select the NCOs that will assist in running the flight with the advice and consent of the Corps Commander and SASI/ASI.

1. Maintaining the appearance, discipline, training and performance of the flight.
2. Planning and coordinating activities within the flight.
3. Perform weekly inspections as directed by the Corps Commander.
4. Taking attendance and leading the flight in the Pledge of Allegiance.
5. Recommending the top cadets within the flight for awards.
6. Performing other duties assigned by the cadet squadron commander.
7. Leading the flight in drill.

Corps Color Guard Commander & Deputy

Serves as liaison between the Corps Commander and the Color Guards. Tasked with direction and overview of integration of new prospective members. Responsible for conducting and organizing the Color Guard with running Color guards for campus sporting events, POW/MIA Vigil flag ceremonies, Missing Man Table, Saber Arc, and other associated events. Organize a cadet team to send to the annual military ball. Shown as a representative of Air Force Junior ROTC.

Corps Recruiting Officer & Deputies

Sets up various recruiting events throughout the semester to encourage cadets to join Air Force JROTC. The Recruiting Officer and Deputies from Seneca and Iroquois will advise the SASI and brief them about prospective cadets. Responsible for creating and implementing a prospective student visitation day, as well as ensuring that there is always a cadet in attendance at a student visit to answer questions from a cadet's perspective.

Public Affairs Officer & Deputy

As the leaders of public affairs, he/she is responsible for taking care of the unit's social media. Communicates to the schools and general public about upcoming events, makes announcements, and keeps the current event board updated. Public Affairs Officers are in charge of running community service events, such as Toys for Tots.

They also keep the social media page updated and inform the followers of fundraising events and other special events such as award ceremonies, military ball, and community service events. Maintain the board outside classroom two. Make colorful posters and other visual tools to inform cadets of upcoming events.

Logistics Officer & Deputy

Supervises the Uniform Room and the Flight Logistics NCOs. Responsible for overseeing uniform issue and ensuring that all unit accountable materials are accounted for in WINGS. Conducts routine inspections of course curriculum and recommends acquisition of materials to the SASI. Responsible for ensuring all suspenses are met and flights are performing tasks according to standards

Personnel Officer & Deputy

The Personnel Officer & Deputy are responsible for ensuring that all personnel records within WINGS are properly documented and that all uniform items are properly managed and accounted for within WINGS. The Personnel Officers will also make sure that PT scores are documented and that all promotions and decorations/medals are also documented within WINGS.

Fundraiser Officer & Deputy

The Fundraiser Officer & Deputy will plan, coordinate, and execute the fundraising efforts of the Corps. He/she will make sure that all order forms and money are collected and turned-in to the SASI, who will make sure the money is deposited into the Corps checking account. The money will be used to pay for items the Corps needs to operate that may not be paid for by the Air Force.

Flight Sergeant

Flight Sergeants assist the Flight Commander with properly leading the flight. The Flight Sergeant will also attend staff meetings when their commanders cannot attend, attend corps and flight inspections, and help their flight commanders in any way the commanders see fit.

Flight PT NCO

The Flight PT NCO will make sure the flight is prepared for PT. This included warm-ups, stretches, and ensuring the exercises are properly executed. The Flight PT NCO will also choose different cadets each week to help lead PT, this will ensure that all cadets receive leadership experience within the flight.

Flight Logistics NCO

The Flight Logistics NCO will ensure that all cadets have the necessary uniforms and PT gear. If a cadet requires new uniform items, he/she will make sure the uniform transaction is properly documented and briefs the Corps Logistics Officer and the Instructors on the uniform items that were provided to the cadet.

**Any Staff position not specified may be added to cadet guide with approval of SASI and ASI.*

AUTHORIZED AIR FORCE JROTC BADGES AND INSIGNIA



Hap Arnold Optional
Enlisted/Officer Service
Cap Insignia



OFFICERS
SERVICE CAP
INSIGNIA



MODEL ROCKETRY
BADGE



KITTY HAWK
AIR SOCIETY
BADGE



DISTINGUISHED
CADET BADGE



METAL OR CLOTH



GROUND SCHOOL
BADGE



FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE

Cadets may only wear one of these badges on their uniform



AWARENESS
PRESENTATION
TEAM BADGE

Cadets can choose only one badge. Either the APT badge or the Marksmanship Shield. Follow APT placement criteria if cadets wear the Marksmanship Shield.



AEF BADGE

The National Finalists CyberPatriot badge is the

only CyberPatriot badge that may be worn. See placement in Attachments 9, 10, 11, and 12. Notes 15 and/or 16.



Badges/Insignia not listed here are unauthorized for wear.

AUTHORIZED AIR FORCE JROTC BADGES AND INSIGNIA

Marksmanship Badges – Wear Only One



CMP Awarded Badges



MARKSMANSHIP

SHARPSHOOTER

EXPERT

Unit Awarded Badges

If earned choose only one – **CADETS MAY ONLY WEAR ONE on their uniform.** Place directly underneath ribbons. Cadets may NOT wear Marksmanship Shield (see below) with Marksmanship Badge.
Do not wear Marksmanship badges with medals



Marksmanship
Shield

Choose either the APT or Marksmanship Shield and a Marksmanship Badge.
Only one may be worn.

Males and females may wear the marksmanship badge (may only wear one) below the ribbons on the blue shirt or service dress uniform or

Marksmanship badges will not be worn with medals.

Badges/Insignia not listed here are unauthorized for wear.

AIR FORCE JROTC RANK INSIGNIA

CADET OFFICER RANK



SECOND
LIEUTENANT



FIRST
LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT
COLONEL



COLONEL

NOTE: Cadet Officer rank used is either cloth epaulet or collar rank, depending on specific uniform worn.

CADET ENLISTED RANK

AIRMAN BASIC:
NO RANK INSIGNIA



AIRMAN



AIRMAN
FIRST CLASS



SENIOR
AIRMAN



STAFF
SERGEANT



TECHNICAL
SERGEANT



MASTER
SERGEANT



SENIOR
MASTER
SERGEANT



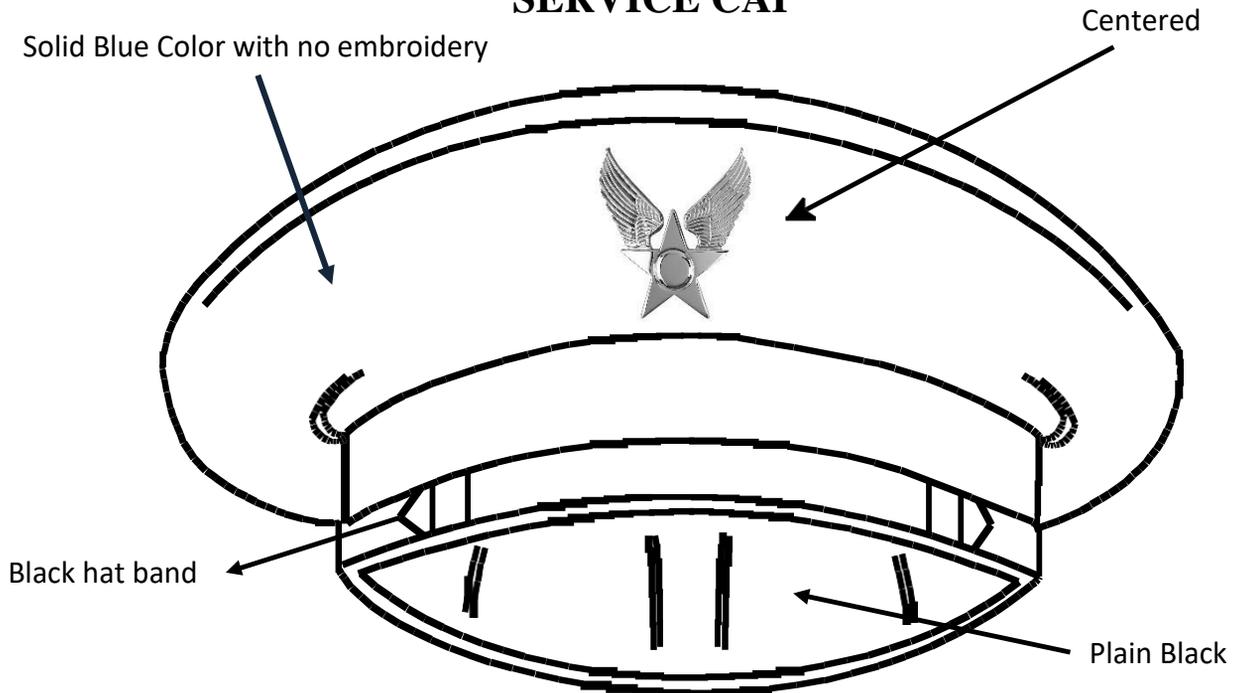
CHIEF
MASTER
SERGEANT

NOTE: Cadet Enlisted rank used is small collar rank only, regardless of uniform worn

Rank insignia not listed here is unauthorized.
The First Sergeant device is not authorized.

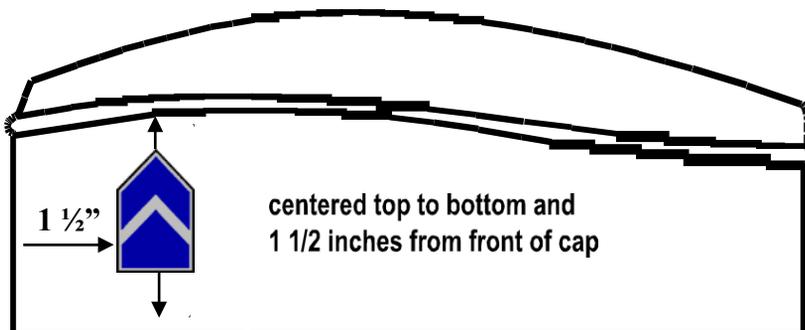
CADET MALE HEADGEAR

SERVICE CAP



Service Cap – Solid dark Air Force blue color only. Cadet officers may wear the AFJROTC officer hat insignia or the large Hap Arnold Wings insignia. Enlisted cadets may only wear the large Hap Arnold Wings insignia

FLIGHT CAP*



- Enlisted Ranks will have no hat insignia on the flight cap.
- The former officer flight cap emblem will not be worn on the flight cap.

CADET FEMALE HEADGEAR

SERVICE CAP

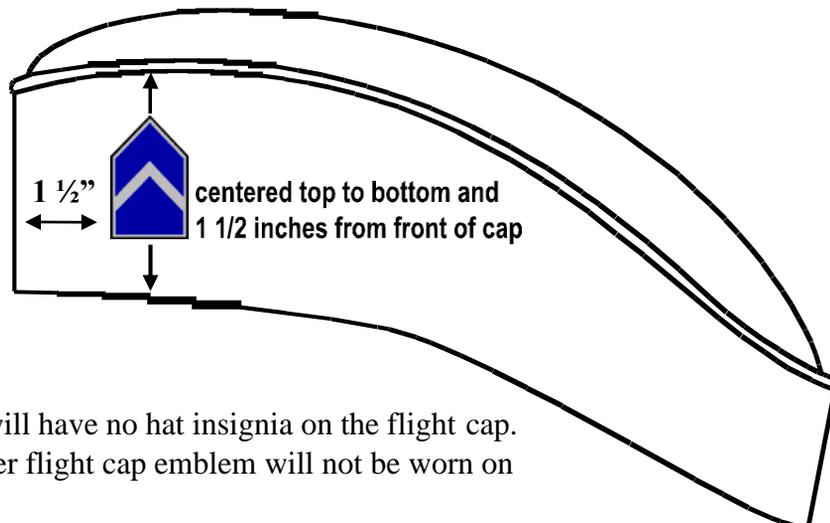
Solid Blue Color with no embroidery



Centered

Service Cap - Solid dark Air Force blue color only. Cadet officers may wear the AFJROTC officer hat insignia or the large Hap Arnold Wings insignia. Enlisted cadets may only wear the large Hap Arnold Wings insignia.

FLIGHT CAP*



- Enlisted Ranks will have no hat insignia on the flight cap.
- The former officer flight cap emblem will not be worn on the flight cap.

CADET BERET HEADGEAR

BERET

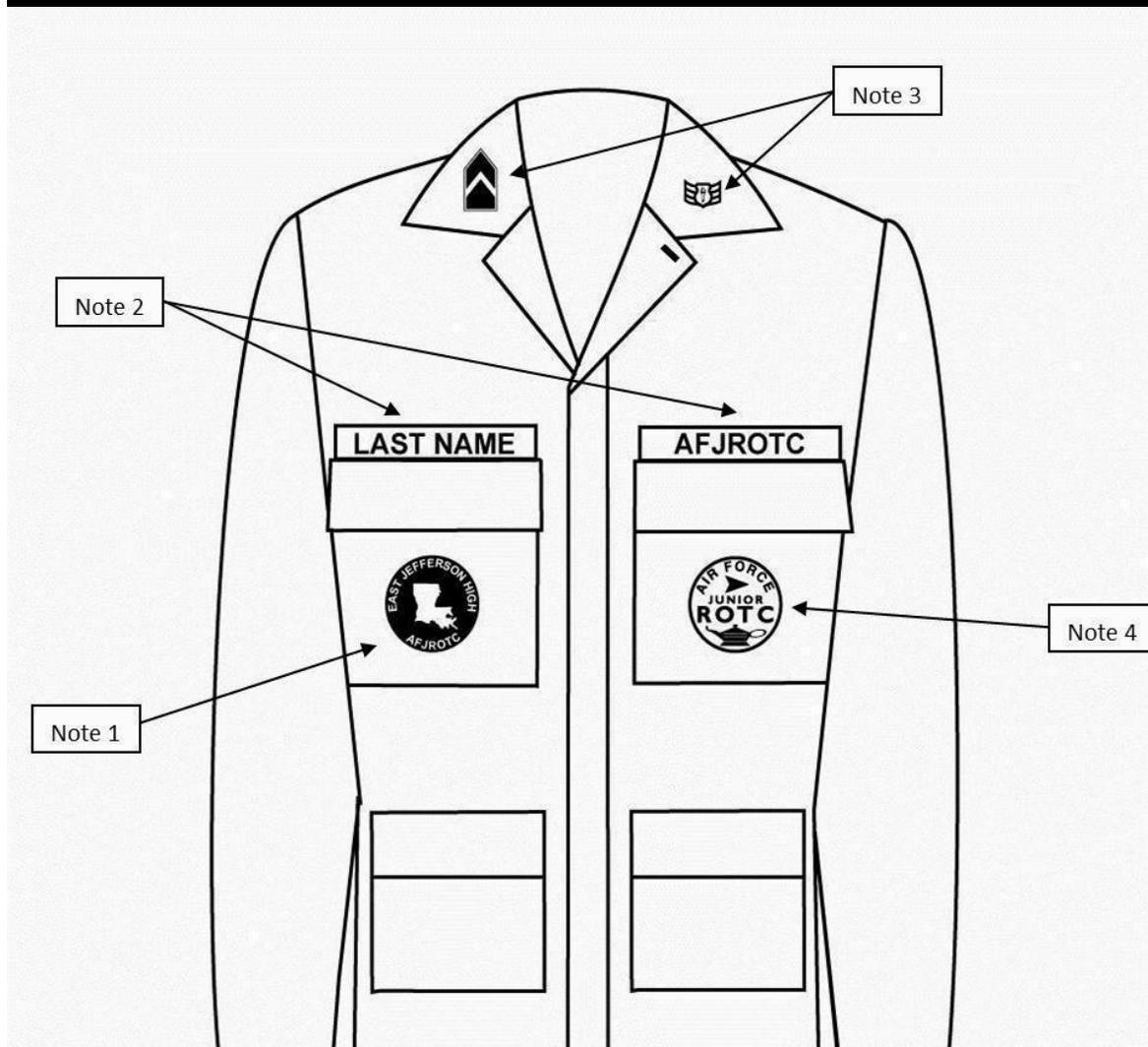


Berets.

1. Solid Color white, dark blue or black ONLY, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin. The former officer/enlisted flight cap emblems will not be worn on the beret. The wear of a “Beret Flash” or mini unit patch is not authorized.
2. Position headband straight across the forehead, 1 inch above the eyebrows. Drape the top over the right ear. Wear the stiffener with the aligned insignia above the left eye. Adjust ribbon for comfort, tie in a knot, and tuck inside or cut-off. The insignia will be centered, ¼ inch above and parallel to the headband.
3. The wear of a “Beret Flash” is not authorized.

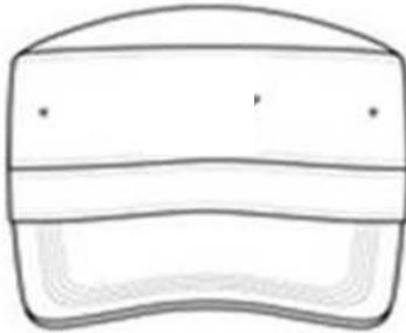
Attachment 7-6

CADET ABU Male and Female

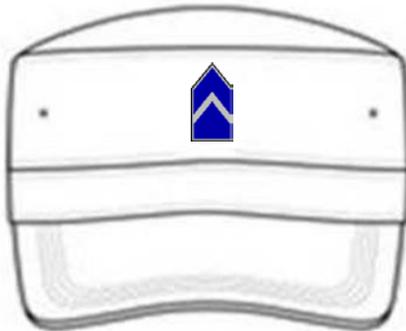


1. Unit patch (optional). If worn, will be placed on right pocket and centered. (AF Funds may not be used to procure unit patches.)
2. Last Name and AFJROTC tapes. Letters are dark blue on digital camo background (mandatory). Tapes are grounded and centered on pockets. Name tape only may be held with 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 nocollar insignia.
4. AFJROTC Patch (white, Lamp of Knowledge): **WHITE patch only (mandatory)**. Will be worn on left pocket and centered.
5. **Berets, ascots, and shoulder cords will not be worn with ABUs.**
6. **ABU sage green boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing ABU boots.**
7. **OCP uniforms are not authorized for wear by AFJROTC cadets at any time.**

CADET ABU HEADGEAR



Enlisted Cadets will not wear rank on the ABU cap.

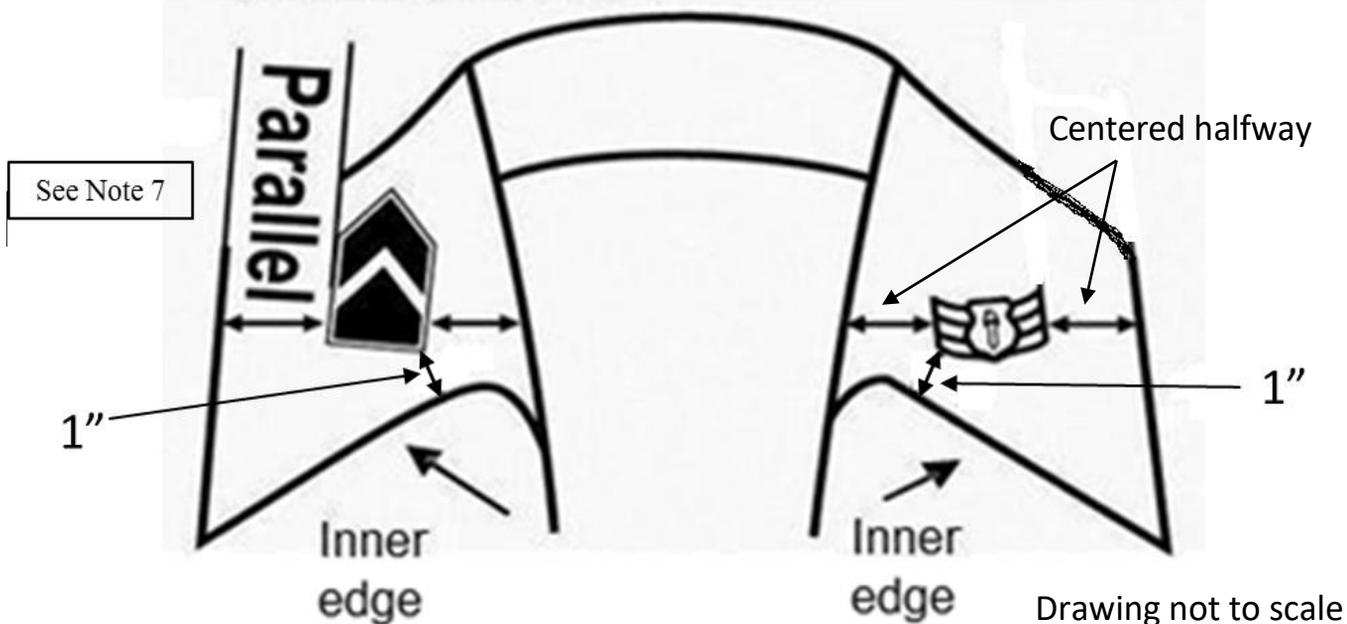
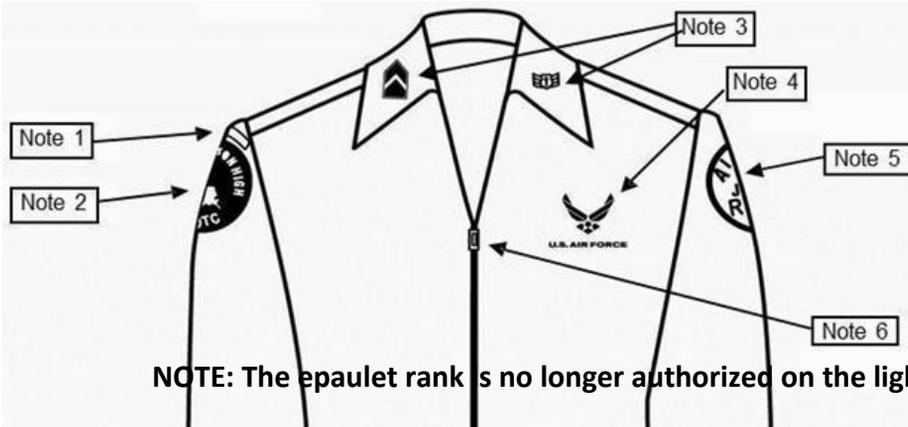


Officers will wear rank insignia on the ABU cap.

No other style of head gear is authorized for wear with ABUs.

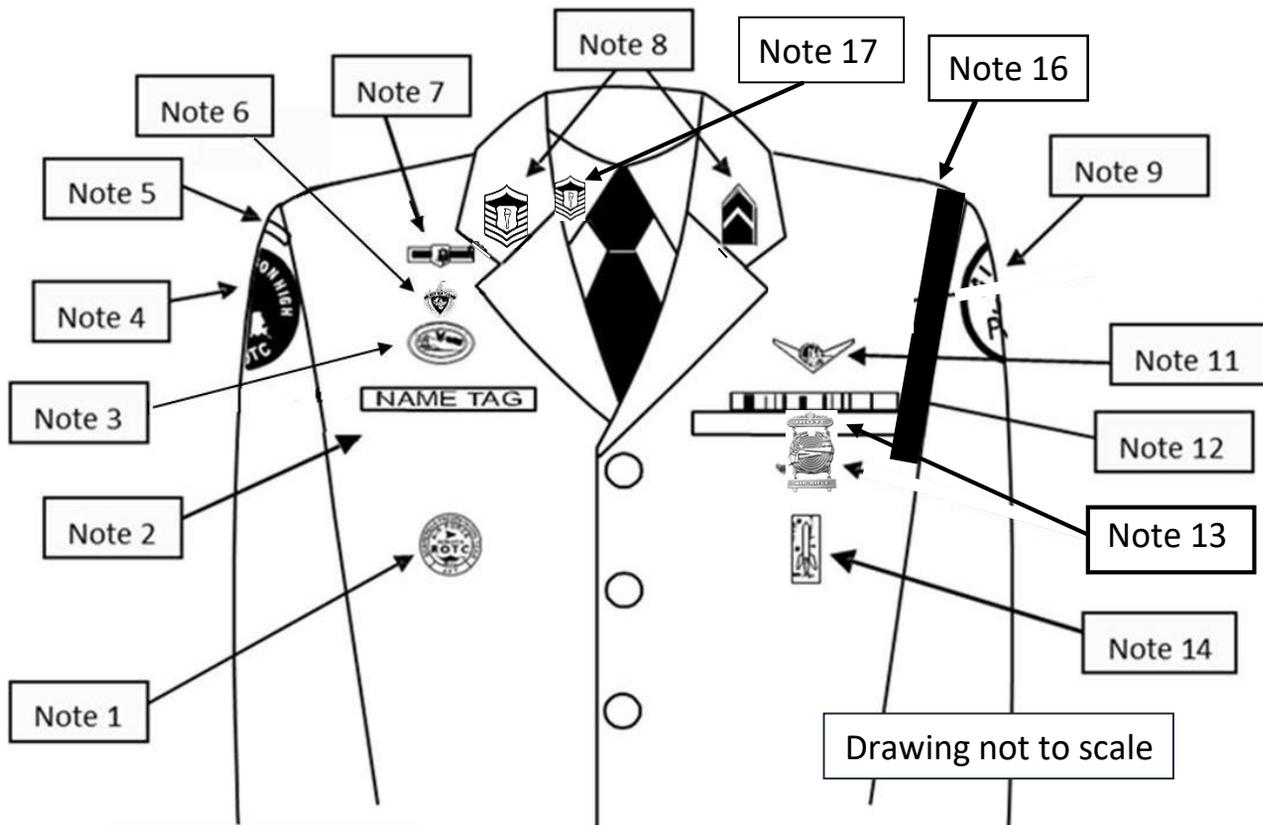
Exception is for Cadet Leadership Course (CLC) specific headgear that will ONLY be worn during the period of the CLC course.

CADET LIGHT WEIGHT BLUE JACKET



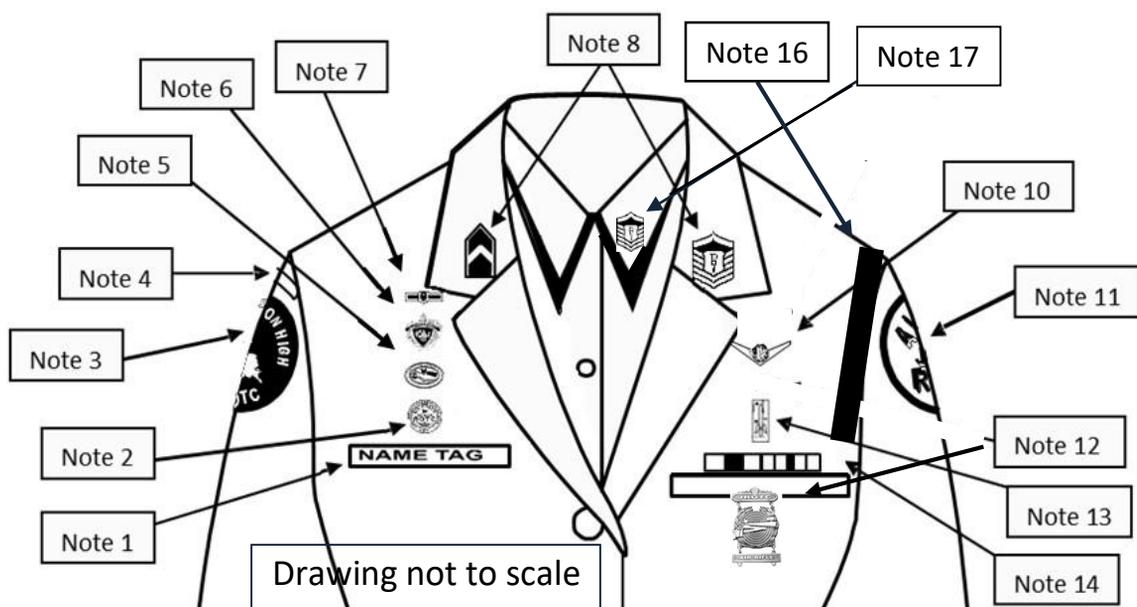
1. Shoulder tabs are centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
2. Unit patch on right $\frac{1}{2}$ to 1 inch below shoulder seam and centered.
3. Grade insignia (officer and enlisted) will be worn on both lapels, mandatory. For placement see Note 7.
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. Per AFJROTCI 36-2010, para 6.1.1.10.1. The words "U.S. Air Force" must appear directly below the symbol, or units can choose to use "AFJROTC." Embroidery expenses must be at no cost to the Air Force.
5. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam
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.**

CADET MALE SERVICE DRESS



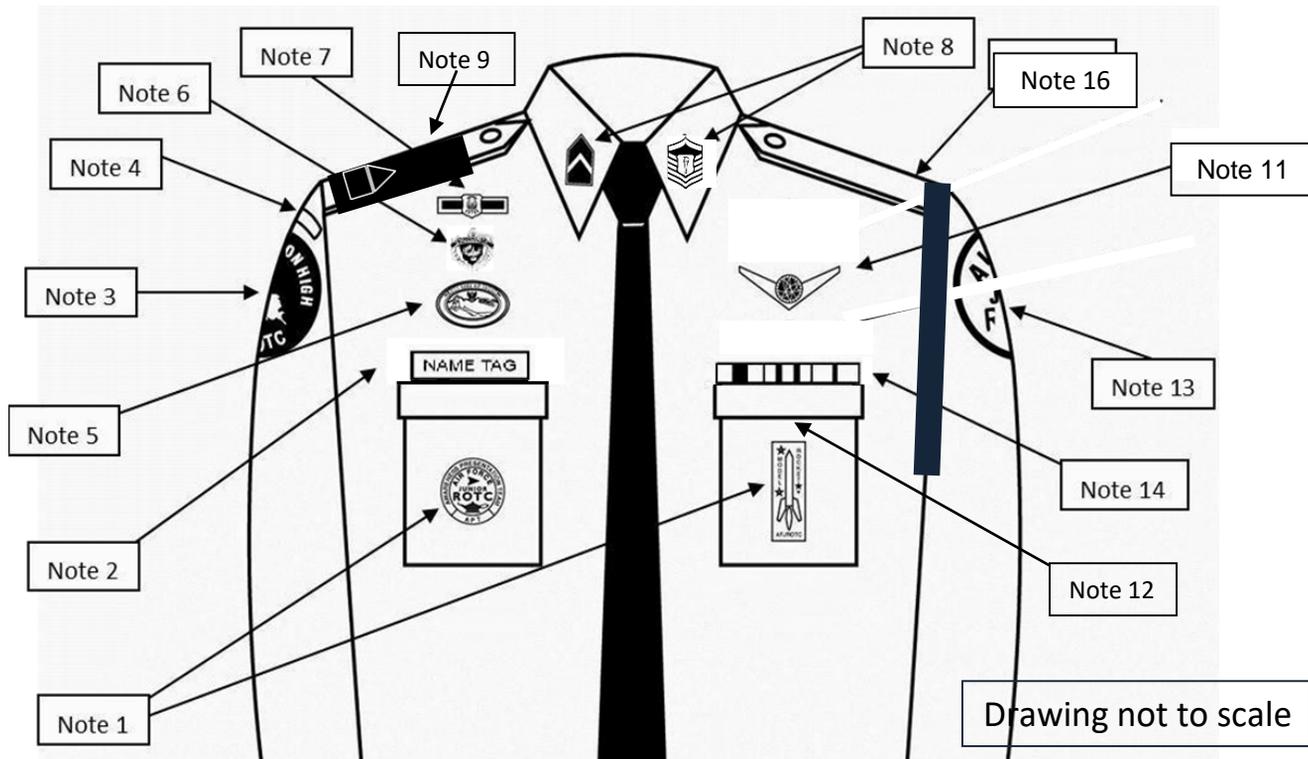
1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place $\frac{1}{2}$ 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, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or 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 two Flight badges are 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.**

CADET FEMALE SERVICE DRESS



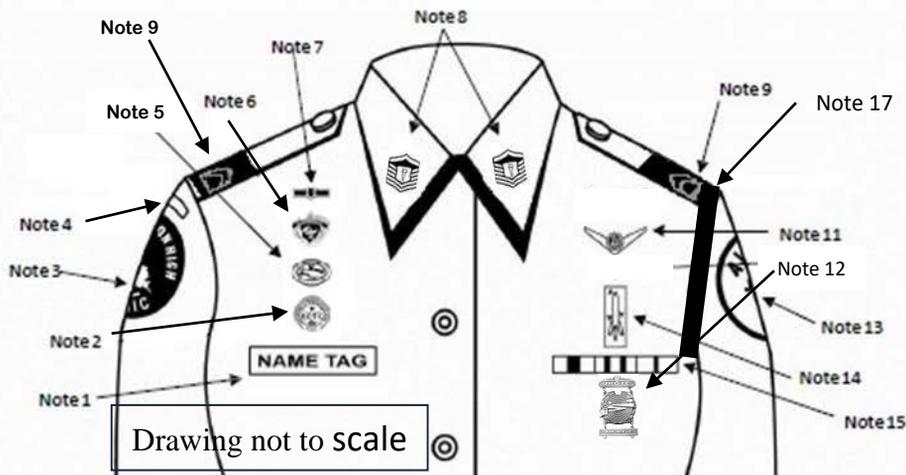
1. Silver Name tag, mandatory. **Center on the wearer's right between the sleeve seam and lapel and the bottom of the name tag will be parallel with the bottom of ribbons.**
2. Awareness Presentation Team Badge. See Note 15 below.
3. Unit patch. Center $\frac{1}{2}$ to 1 inch below shoulder seam
4. Shoulder 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, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or 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 two Flight badges are 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.**

CADET MALE BLUE SHIRT



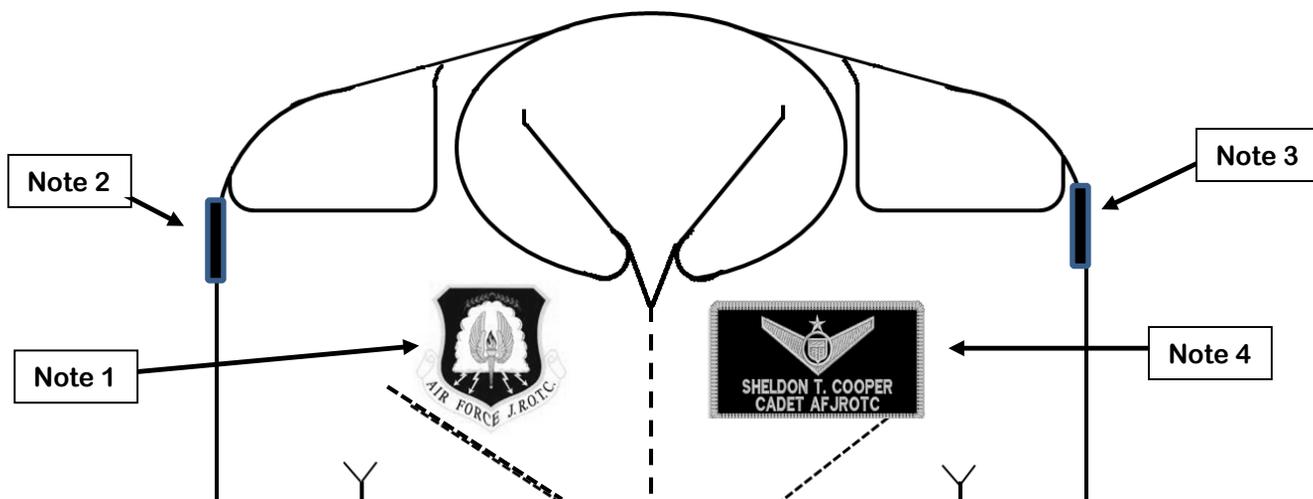
1. Awareness Presentation Team (APT) and Model Rocketry Badge are centered on the pockets on the appropriate sides as displayed above.
2. Name Tag: Mandatory wear. Blue Plastic with white letters. Must be grounded and centered over wearer's right pocket.
3. Unit patch. Centered $\frac{1}{2}$ to 1 inch 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. Deleted
11. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge. See Note 15 below.
12. 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. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
14. 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.
15. 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 two Flight badges are authorized.**
16. 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.
17. **Medals (regardless of what type) are not authorized for wear on this uniform.**

CADET FEMALE BLUE SHIRT



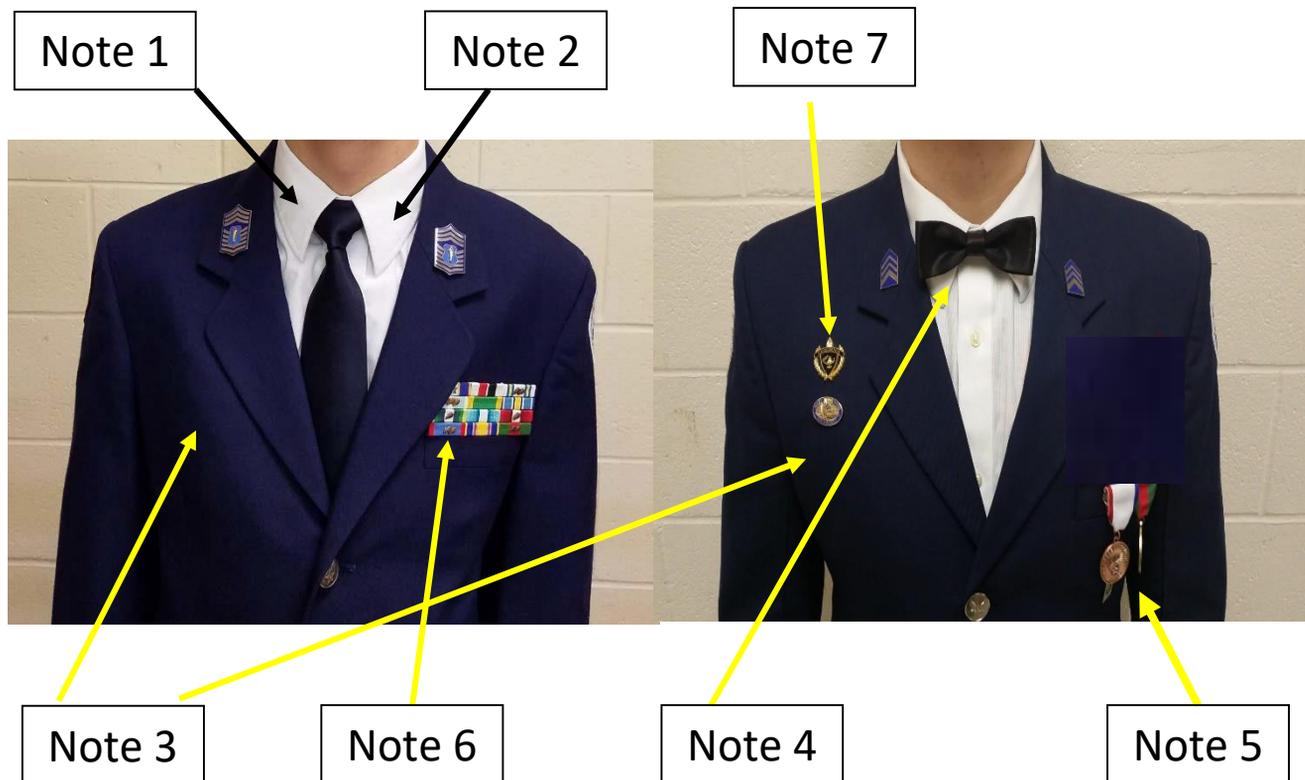
1. Name Tag: Mandatory wear. Blue Plastic with white letters. Without ribbons: centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button. With Ribbons: Even with bottom row of ribbons, centered on right side, parallel to ground and within 1 ½ inches higher/lower 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. Deleted.
11. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge. See Note 16 below.
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. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam
14. Model Rocketry Badge. See Note 16.
15. 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.
16. 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 two Flight badges are authorized.**
17. 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.
18. **Medals (regardless of what type) are not authorized for wear on this uniform.**

FLIGHT SUIT (Male and Female)



1. * AFJROTC Command Patch (mandatory). Velcro attached. This style of patch may only be worn on the Flight Suit. Cadets can only wear **ONE** ground school, flight solo or flight certificate badges upon successful completion those programs (See Ops Supplement, Chapter 7, paras 7.2.1, 7.2.2 and 7.2.3).
2. The unit patch will be worn on the right sleeve (shoulder) of the Flight Suit, if the unit patch is unavailable then the white, Lamp of Knowledge, AFJROTC **Patches will not be sewn directly onto the flight suit, all patches must be attached using Velcro.**
3. * American Flag Patch (mandatory) on left shoulder. **Patches will not be sewn directly onto the flight suit, all patches must be attached using Velcro.**
4. * Cadet Name Patch (mandatory). Velcro attached. Black background with silver border (if unit has a unit patch, units may substitute background color/border with unit patch colors). Cadet Name Badge – Top line will be Cadet Name and second line will be “CADET AFJROTC”. **Patches will not be sewn directly onto the flight suit, all patches must be attached using Velcro.**
5. **Flight Suits are authorized for those cadets that are currently enrolled in or that have successfully completed AFJROTC aviation honors ground school, have been awarded the aviation ground school/unmanned aircraft badge, flight solo badge, flight certificate badge or have successfully completed the AFJROTC Flight Academy program.**
 - Flight patches and Velcro may be purchased from a vendor using MilPer funds.
 - **Flight Suits may be purchased through WINGS/FEDMALL (contact HQ Logistics for assistance.)**

Semi-Formal Dress Uniform



1. The blue or white long-sleeve shirt will be plain, knit or woven, commercial typewith a short or medium point collar, with button or French cuffs.
2. Enlisted members do not need to wear two sets of ranks on the semi-formal uniform.
3. The Silver Name Tag will not be worn on the semi-formal dress uniform.
4. Black or Blue bow tie may be worn with the semi-formal uniform (white shirt only).
5. Large medals will be worn on the semi-formal uniform coat $\frac{1}{2}$ inch below the top of the welt of the pocket, centered on the pocket. If medals are worn, ribbons will not be worn (no mixing).
6. AFJROTC ribbons may be worn on the semi-formal uniform. If ribbons are worn, medals will not be worn (no mixing).
7. Authorized badges may be worn on the semi-form dress uniform. If medals are worn, badges that are normally worn directly under the ribbon rack will not be worn.
8. Headgear is not worn with the semi-formal dress uniform.
9. Per Chapter 7 para 7.8.4.8. **Mess Dress Uniforms are not authorized for wear by AFJROTC cadets.**

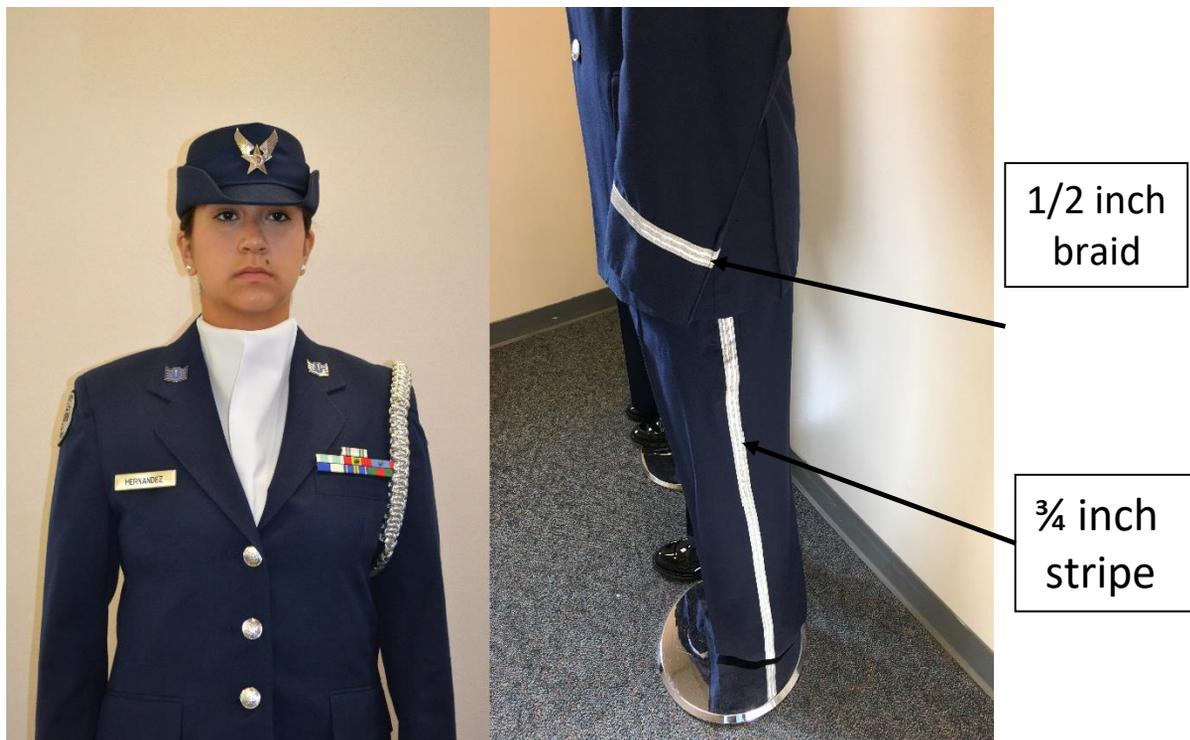
Sample Exhibition Uniform



$\frac{3}{4}$ inch
stripe

1. Solid Color white, dark blue or black ONLY, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin. The former officer/enlisted flight cap emblems will not be worn on the beret. The wear of a "Beret Flash" or mini unit patch is not authorized.
2. Shoulder Cord. Cadets are authorized to wear **one shoulder cord** on the left shoulder. This will be a single "infantry" style cord, without metal tips, no more than 1-inch wide. On the blue shirt the cord will be under the epaulet, grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. May be solid or multi-colored.
3. Blue/Silver Name Tags and ribbons may be omitted on uniforms where a drill rifle or other equipment may damage the item or injure the performing member. **This does not apply to uniforms worn during regular uniform days.**
4. Blue pants may be modified to have a $\frac{3}{4}$ inch stripe on the outside length of the pants, silver, blue, or black only. **These items will not be worn on regular uniform days.**
5. Solid color ascots may be worn (embroidery or a unit patch is authorized on the ascot), colors may be locally-determined (school colors), but must be conservative and in good taste, and defined in the Cadet Guide or Unit Operations Instruction. **Ascots will not be worn on regular uniform days.**
6. **Embroidery on the Air Force blue drill team uniform is not authorized**, i.e., on the back of the blue shirt collar or shoulder yoke.
7. **Specialized unit rank/shoulder boards are not authorized.**
8. **Wrist bands are not authorized.**
9. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
10. **Black Boots/corfams may be issued on an as required basis to the unit Color Guard or Drill Team. This is for restricted use and is not intended for use across unit's entire cadet corps. Black boots/corfams may be reissued to cadets.** Spray boots/corfams with disinfectant spray before reissuing.

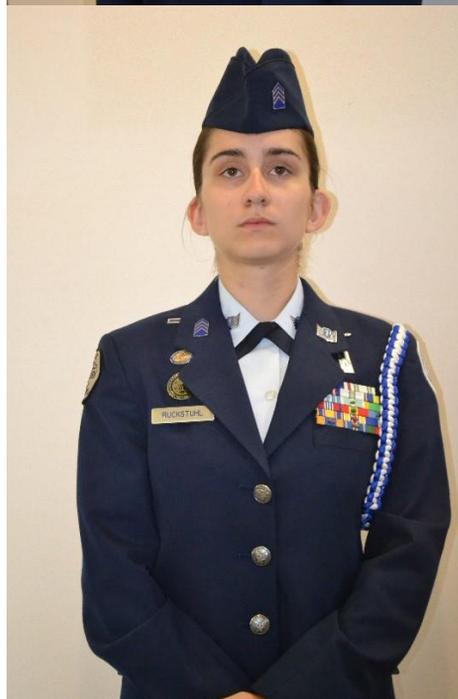
Sample Exhibition Uniform



1. Women's Service Caps may be worn with the Hap Arnold Wings insignia or Officer Service Cap may also be worn with the large officer service cap insignia large officer's . Service Caps (wheel and bucket hats) will be a **solid color and free of any embroidery.**
2. Shoulder Cord. Cadets are authorized to wear **one shoulder cord** on the left shoulder. This will be a single "infantry" style cord, without metal tips, no more than 1-inch wide. On the blue shirt the cord will be under the epaulet, grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. May be solid or multi-colored.
3. Blue/Silver Name Tags and ribbons may be omitted on uniforms where a drill rifle or other equipment may damage the item or injure the performing member. **This does not apply to uniforms worn during regular uniform days.**
4. Blue pants may be modified to have a $\frac{3}{4}$ inch stripe on the outside length of the pants, silver, blue, or black only. **These items will not be worn on regular uniform days.**
5. Solid color ascots may be worn (embroidery or a unit patch is authorized on the ascot), colors may be locally-determined (school colors), but must be conservative and in good taste, and defined in the Cadet Guide or Unit Operations Instruction. **Ascots will not be worn on regular uniform days.**
6. **Embroidery on the Air Force blue drill team uniform is not authorized**, i.e., on the back of the blue shirt collar or shoulder yoke.
7. **Specialized unit rank/shoulder boards are not authorized.**
8. A $\frac{1}{2}$ inch silver, dark blue, or black only sleeve braid, 3 inches from the end of the sleeve, may be worn.
9. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam.
10. **Black Boots/corfams may be issued on an as required basis to the unit Color Guard or Drill Team. This is for restricted use and is not intended for use across unit's entire cadet corps. Black boots/corfams may be reissued to cadets. Spray boots/corfams with disinfectant spray before reissuing.**

Sample Uniform Pictures

Cadets will not wear both officer and enlisted rank on their uniforms ... these are sample pictures only



Sample Uniform Pictures



Sample Uniform Pictures



Local Purchased PFT Gear



FEDMALL Purchased Air Force PTG

FEDMALL
Purchased Air Force
Sweat Shirt and
Pants



GIG LINE



A **gig-line** is the alignment of the seam of the uniform shirt, belt buckle, and uniform trouser fly-seam. In order to be properly dressed, these three should align to form a straight line down the front of a person's body. Males put the belt on from the left.