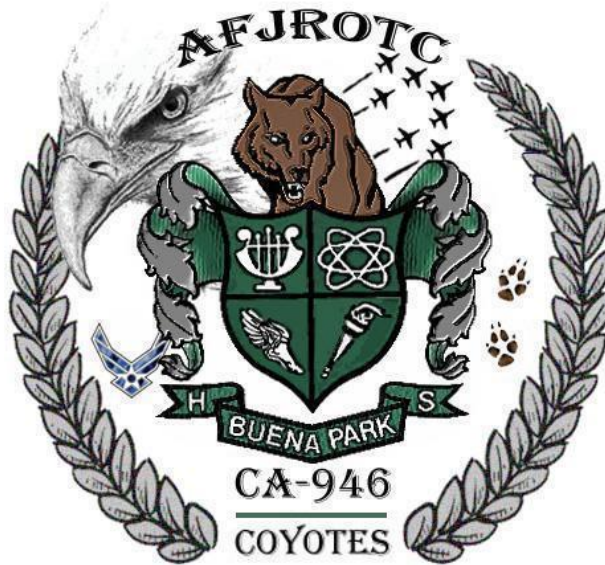


2023/2024

CADET GUIDEBOOK

Rev 20 Jul 23



THE HONOR CODE

*I will not lie, cheat, or steal
nor tolerate among us anyone who does*

Name_____ Flight_____

CA-946 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 will 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 team player, a leader, and role model devoted to those I follow, serve, and lead.

I am... An Air Force JROTC Cadet

CORE VALUES

Integrity first – Being honest; doing what's right when no one is looking

Service before self – Putting needs of others and the school before your personal desires

Excellence in all we do – Doing the best work you can; always striving to improve

AFJROTC MISSION

To develop citizens of character dedicated to serving their Nation and community

OBJECTIVE OF AFJROTC PROGRAM

The objectives of AFJROTC are to educate and train cadets in citizenship; promote community service; instill responsibility, character, and self-discipline; and provide instruction in air and space fundamentals.

SIGNIFICANCE OF THE AFJROTC EMBLEM

The yellow arrow is a stylized aircraft; it's a timeless design that doesn't limit itself to airplanes or a particular period. The direction it points to is the future. It depicts high technology, supporting the goal of aerospace education and careers in aerospace. Some active duty units have adopted the design from AFJROTC. The lamp is the lamp of knowledge. The lamp of knowledge has a longstanding tradition. That the lamp is lit (red flame), is significant in that knowledge prevents one from traveling life's journey in ignorance (darkness). The colors of an emblem often have significance, but are always secondary to the symbolism of the emblem. The colors of the Air Force are ultramarine blue and Air Force yellow. Ultramarine blue represents "the sky", the primary theater of Air Force operations. Air Force yellow represents "the sun" and the excellence required of Air Force personnel." The white color represents daylight, innocence, perfection, purity, truth, and wisdom. The red color represents the blood of life, boldness, Christ, courage, hardiness, liberty, magnanimity, passion, patriotism, planet Mars, sentiment, strength, valor, warmth (of fire), and zeal. The disc shape is used because the AFJROTC organization is not a group or higher organization authorized its own flag. Flag-bearing organizations display their coat of arms on a modified heater shaped shield.

CORPS CHANT: Motivation Check: "CHECK", Motivation Check: "CHECK" Are You Motivated:

"Motivated, motivated, down right dedicated, you check us out, you check us out, WHAT"

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SECTION 1

INTRODUCTION TO AEROSPACE SCIENCE

101 – Goals and Objectives of the Aerospace Science Program:

Welcome to the Buena Park High School Junior Reserve Officer Training Corp. This is a United States Air Force sponsored Aerospace Science program. The goals of this program are to instill values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment in our cadets.

The objectives of the Aerospace Science Program are to educate and train cadets in citizenship; promote community service; instill responsibility, character, and self-discipline; and provide instruction in air and space fundamentals.

Some of the benefits as a cadet are:

- A. Preferential assignment opportunities in the Air Force
- B. Advance Promotion on initial enlistment
- C. Create more friendships
- D. Community Involvement
- E. A Ground School Pilot Certification
- F. PE or General Elective Credits
- G. Sporting competitions
- H. Fitness training
- I. Life skills
- J. Teamwork
- K. Leadership opportunities
- L. College advancement/Military Academy selection
- M. Improved self-confidence
- N. Student run organization

Along with these benefits comes personal responsibility to the JROTC program. It is up to you as a cadet to help make this a great course. Your dedication and attitude will determine your success and altitude in this program. Again, welcome to BPHS Air Force JROTC.

102 – Instructors:



Senior Aerospace Science Instructor (SASI)

Col James Miller (Ret)

Work Phone: 714-992-8727

Work Email: jmillers@fjuhsd.org



Aerospace Science Instructor (ASI)

SMSgt Jeremy Carney (Ret)

Work Phone: 714-992-8621

Work Email: jcarney@fjuhsd.org

SECTION 2

AEROSPACE SCIENCE PROGRAM

201 – Membership requirements:

- A. A student must be enrolled in the grade of 9-12.
- B. A student must be of good moral character as determined by the SASI/ASI.
- C. A student must commit his/her time and effort to the Aerospace Science program.
- D. A student must be physically able to participate in the physical education program. Exceptions are granted on a case-by-case basis with medical profile.
- E. A Student must be willing to conform to personal grooming standards as set forth in the AFJROTC Regulations.
- F. Transfer cadets from other JROTC units may be awarded rank of that particular unit based on the assessment of the ASI or the SASI. The cadet is responsible for having copies of their records forwarded from their old units.

202 – Discipline: Cadets are required to maintain high standards of behavior at all times. In the interest of good order and discipline, the SASI/ASI reserve the right to dismiss any cadet who does not properly adapt to the procedures and rules of the program. This includes behaviors resulting in deterioration of the corps morale and organization. “Cutting down”, making fun of fellow cadets, hazing, bullying, or initiating rituals in any form, meaning physical or emotional harassment will not be tolerated. This includes having cadets perform push-ups or other physical means for not performing to an expected level. Such actions will result in immediate disciplinary actions. Follow the BPHS student guidebook for more details on school behaviors/expectations.

203 – Probation: The SASI and ASI are authorized to place cadets on probation for the following violations.

- A. Any cadet who has academic deficiencies or fails to maintain standards of grooming, or who is not properly wearing the uniform
- B. Any cadet who is not following program behavior and rules set forth
- C. Any cadet whose academic progress toward a diploma falls behind that required for graduation at the normally scheduled time
- D. Cadets who are placed in a probationary status for any reasons shall be notified of their status in writing

204 – Dismissals: A cadet may be dismissed for the following reasons:

- A. Receiving a semester grade of ‘F’
- B. Failing to correct deficiencies that led to a probationary status
- C. Disobeying instructions of the SASI or the ASI
- D. Failing to maintain appropriate standards of behavior and appearance
- E. Severe P.T dress out issues (*without parental excuse*) and uniform dress violations
- F. Severe violations of conduct that bring discredit to the program and school
- G. Lack of attendance/participation

205 – Aerospace Science Materials: The United States Air Force supplies all textbooks and uniform items. Each cadet must pay replacement costs if the textbooks or uniforms are lost or destroyed. Failure to properly wear and maintain the Air Force Uniform may result in a failing grade for the course. Each cadet will be responsible for pencils and writing paper.

206 – Uniform of the Day: The Uniform of the Day is the uniform prescribed by the SASI or the ASI. The Flight Cap is considered an integral part of the uniform. It will be worn while outdoors and removed when entering a classroom or other building. Cadets must wear the uniform on Tuesday (as specified) or other days directed by the SASI or the ASI. A uniform is defined as a traditional military-type and failure to wear the uniform will result in a “0” grade.

207 – Curriculum: The Air Force Junior ROTC Program is a 4-year program for cadets in the 9th thru 12th grades. Each year is divided into three elements: Aerospace Science, Leadership and Wellness.

A. Aerospace Science Courses:

1. Milestones In Aviation History
2. Science of Flight
3. Cultural Studies
4. Exploration of Space
5. Corps Management
6. Aviation Honors Ground School

B. Leadership Education:

1. Citizenship, Character & Air Force Tradition
2. Communication, Awareness and Leadership
3. Life Skills and Career Opportunities
4. Fundamentals of Management
5. Military Drill

C. Wellness:

The Wellness element focuses on physical fitness and includes the Physical Fitness Test and the California fitness assessment with safety as the primary consideration. Each cadet will have a parental permission slip on file and is assessed within the first 45 days of school start and within 30 days of school completion for their respective fitness level and overall improvement. Any medical condition preventing participation will be documented with medical doctor's note to include expiration date.

208 – Program Opportunities:

1. There is no military service obligation for participating in AFJROTC
 2. AFJROTC cadets have an opportunity to earn scholarships
 3. AFJROTC cadets may have an advantage when competing for appointments to the U.S. Air Force Academy and the other service academies
 4. Cadets who complete 3 years of JROTC and enlist in the military may qualify for higher pay
 5. Cadets earn medals, ribbons, trophies, plaques and other awards
 6. AFJROTC uniforms, insignia, medals, ribbons and textbooks are provided at no cost
- (Continues next page)**

7. Members of the Drill Team/ Color Guard teams travel to compete against other units
8. Each semester cadets go on field trips to points of interest in relation to the curriculum. Some examples include:
 - a. Reagan Library
 - b. Jet Propulsion Laboratory
 - c. Chino Air Museum
 - d. USS IOWA
 - e. Young Eagles Flights
 - f. California Science Center
 - g. Robinson Helicopter Factory
 - h. Space X
 - i. March Field Museum
 - j. Los Angeles Air Force Base Museum
9. Each spring cadets may attend the formal Military Ball and Awards Banquet

Overall, Cadets gain leadership experience and self-confidence by working in leadership positions in the cadet corps along with developing citizenship and experiencing comradery.

209 – Weekly Staff Meeting: Weekly Corps Group Staff Meetings will occur to ensure effective operation of our unit. The Cadet Mission Support Group Commander or the senior cadet available will conduct the meeting. The Wing CC will ensure that his/her team types minutes and provides a copy to the SASI by Friday morning of each week. Minute's template is on the cadet computer in HQ.

- A. Attendance – names of those present and absent
- B. Reports of account balances (once, beginning of the month)
- C. Information
- D. Pending Business – from last staff meeting
- E. New Business/issues – upcoming events and tasking
- F. Open Forum – any other issues to be passed on by leadership or instructors
- G. Meeting Closure and Dismissal – time

210 – AFJROTC Co-Curricular/Extra Curricular Activities: These activities contribute toward the overall development of each cadet and should be considered just as important as Aerospace and Leadership Education subjects. Only cadets who have an AFJROTC G.P.A. of 2.0 or above and cadets who meet our uniform standards will be allowed to participate in Co-Curricular Activities. Cadets must also pay all outstanding Uniform fines to be eligible for Co-Curricular Activities. Cadets who are consistently involved in Co-Curricular Activities will be considered for appropriate recognition awards. The following is a sample list of these activities:

- A. Field trips
- B. Aircraft flights
- C. Parade participation
- D. Color Guard performances
- E. Dining-Out/Military Ball
- F. Fund raising activities
- G. Community projects
- H. Award ceremonies
- I. Drill/Sport and Field Meets / Academic Competitions

SECTION 3

UNIT ORGANIZATION

301 – Basic Unit Organizations: Buena Park High School AF JROTC Program is currently organized as a Wing, which includes two groups, three squadrons and one logistics squadron with flight reps.

302 – Unit Manning Document: (info combined with section 303)

303 – Staff Job Descriptions: Staff jobs are required to insure a unit is efficiently operating. Cadets who establish an excellent record of achievement will be assigned to the appropriate staff job. The following is a brief description of each staff job:

TOP 11 LEADERSHIP POSITIONS

Cadet Wing Commander (CC): (1 position, ranks C/Maj-Col)

1. Reports directly to the SASI/ASI
2. Commands the Wing using the staff and other subordinates
3. Administers Cadet Corps activities and completes POC tasking roster for annual program event/activity calendar
4. Supervises the Vice Wing Commander
5. Chairs appropriate Cadet Proceedings as determined by SASI/ASI
6. Informs SASI/ASI of all group activities

Cadet Vice Wing Commander (CC): (1 position, ranks C/Capt-Lt Col)

1. Reports directly to Wing Commander
2. Supervises the Command Chief Master Sergeant, Operations Group Commander, and Mission Support Group Commander
3. Commands group in the absence of the Wing commander
4. Performs other duties as determined by the Wing Commander or the SASI/ASI

Cadet Wing Command Chief (CCM): (1 position, rank C/CMSgt)

1. Serves as a Wing's senior non-commissioned officer
2. In charge of all NCOs
3. Informs Vice Wing Commander of all activities
4. Helps CC and CV with corps planning and decisions

Cadet Operations Group Officer (OG/CC): (1 position, ranks C/1Lt-Lt Col)

1. Commands group in the absence of the commander and deputy
2. Assigns cadets to appropriate activities
3. Provide suggested staff meeting agenda to Wing Commander
4. Perform duties as determined by Wing Commander
5. In charge of all special teams

Cadet Mission Support Group Officer (MSG/CC): (1 position, ranks C/1Lt-Lt Col)

1. Chairs all Staff Meetings
2. Manages Logistics Officer and Representatives
3. In charge of all of staff
4. Reports to Vice Wing Commander

Cadet Eagle/Falcon/Raptor Squadron Chief Master Sergeant/Commander (*Sq/CMS or Sq/CC*):
(1 position each, ranks C/CMSgt-Maj)

1. Commands squadron responsible for all group support activities
2. Informs OG of all squadron activities
3. Performs other duties as determined by the OG or the SASI/ASI
4. Will record minutes and notes at staff meetings and type them for SASI by Friday morning each week
5. Will maintain and schedule clean up details of HQ with assigned Flights
6. Creates and inputs wing events/activities in WINGS to include cadet participants and community service hours
7. Manage/coordinates all recruiting functions
8. Responsible for HQ, room 125/127 cleanliness every Friday

Cadet Logistics Squadron Commander/CMSgt/NCO (*LG*): (1 position each, ranks C/SSgt-Maj)

1. Assist the Military Property Custodian (MPC) with the issue, receipt, accounting and reconciliation of uniform, equipment, supplies and items associated with the Wing and entire corps.
2. Manage all equipment stored in the supply room.
3. Maintain supply records and know the applicable directives, which deal with the management of equipment and supplies.
4. Assist the MPC in the issue and turn – in of cadet rank and/or awards.
5. Assist in conducting supply inventories.
6. Insure frequently issued items are readily available for distribution to cadets.
7. Keep unauthorized students out of the supply room unless approved by the instructors.
8. Train Logistics NCO and flight representatives.

MISSION SUPPORT GROUP STAFF POSITIONS

Cadet Personnel Officer (*DP*): (1 position, ranks C/SSgt-1st Lt)

1. Insure all cadet records and personnel files are current and loaded in WINGS
2. Train the Personnel NCO
3. Perform other duties as determined by the SASI or ASI

Cadet Promotions/Awards & Decorations Officer (*PO*): (1 position, ranks C/SSgt-1st Lt)

1. Ensures promotion tests are up to date
2. Loads cadet promotions into WINGS
3. Loads cadet awards and ribbons in WINGS

Cadet Public Affairs Officer (*PA*): (1 position, ranks C/SSgt-1st Lt)

1. Insure all campus news articles are cleared through the SASI/ASI prior to publish
2. Write bulletin announcements and make sure posters, etc are distributed throughout campus as required in advance for activities/events
3. Train the Public Affairs NCO. Assume communication NCOs duties (if one not appointed) or work closely with him/her on all communication responsibilities
4. Perform other duties as determined by the SASI or ASI
5. Makes 3 quality promotional videos (CIA trips/drill meets/event activities/etc)

Cadet Athletics Officer (*AO*): (1 position, ranks C/SSgt-1st Lt)

1. Organize all athletic meets, flight and field/sport competitions
2. Assist with accountability and maintenance of group athletic and physical training equipment
3. Plan Physical Training Activities and communicate P.T. flight leaders
4. Loads PFT scores in WINGS

Cadet Special Projects (*SP*): (Alternates position, ranks C/SSgt-1st Lt)

1. Plans and organize all AFJROTC events i.e. holiday parties, military ball, fundraisers, community service projects
2. Loads all activities and events in WINGS
3. Trains SP NCO and both assist PA as needed
4. Performs other duties as determined by the SASI or ASI

Cadet Recruiting Officer/NCO (*RC*): (1 position, ranks C/SSgt-1st Lt)

1. Plans and organize all recruiting events to include performances and junior high school activities
2. Assist with recruiting fliers and contacting cadets as required
3. Trains Recruiting NCO
4. Performs other duties as determined by the SASI or ASI

Cadet Photographer (*PH*): (1 position, ranks C/SSgt-1st Lt)

1. Assembles official Coyote Group Photo Album
2. Documents and records all corps events
3. Photographs JROTC events and activities
4. Trains HS NCO /performs other duties as determined by the SASI or ASI

Cadet Communication Officer (*CO*): (Alternates positions, ranks C/SSgt-1st Lt)

1. Reports to OG and works with (PA)
2. Makes Phone calls to parents to inform about future events
3. Communicates with booster club representative
4. Assist with making fliers, announcements, etc. for events/activities
5. Obtain emails and phone numbers of all cadets and load into database
6. Helps out with all communication as directed by Wing leadership

Cadet Safety Officer (SO): (1 position, ranks C/SSgt-1st Lt)

1. Conducting a weekly safety inspection of all cadet facilities
2. Reporting all safety violations or findings to the CC or the SASI and providing recommendations for correcting safety-related problems
3. Help instructors complete safety reports as required
4. Ensure safety measures of cadet's activities where heat or other weather elements are a factor

Cadet Leadership Development Requirements (LDR): (2 positions, ranks C/SSgt-1st Lt)

1. Maintains records for LDR events
2. Records LDR events into WINGS on a weekly/Monthly basis
3. Performs other duties as determined by the SASI or ASI

FLIGHT POSITIONS

Cadet Flight Commander/Leader (FC/FL): (1 position, ranks C/SSgt-1st Lt)

1. Start the class as directed
2. End the class as directed
3. Direct the appearance, discipline, efficiency and training of flight
4. Advise the Cadet Group Commander, SASI/ASI
5. Lead and supervise the flight at all group and flight functions
6. Perform inspections as required by the SASI/ASI
7. Brief the flight on all group information
8. Assign members to appropriate group tasks
9. Work with the flight sergeant to insure he/she can perform duties in your absence

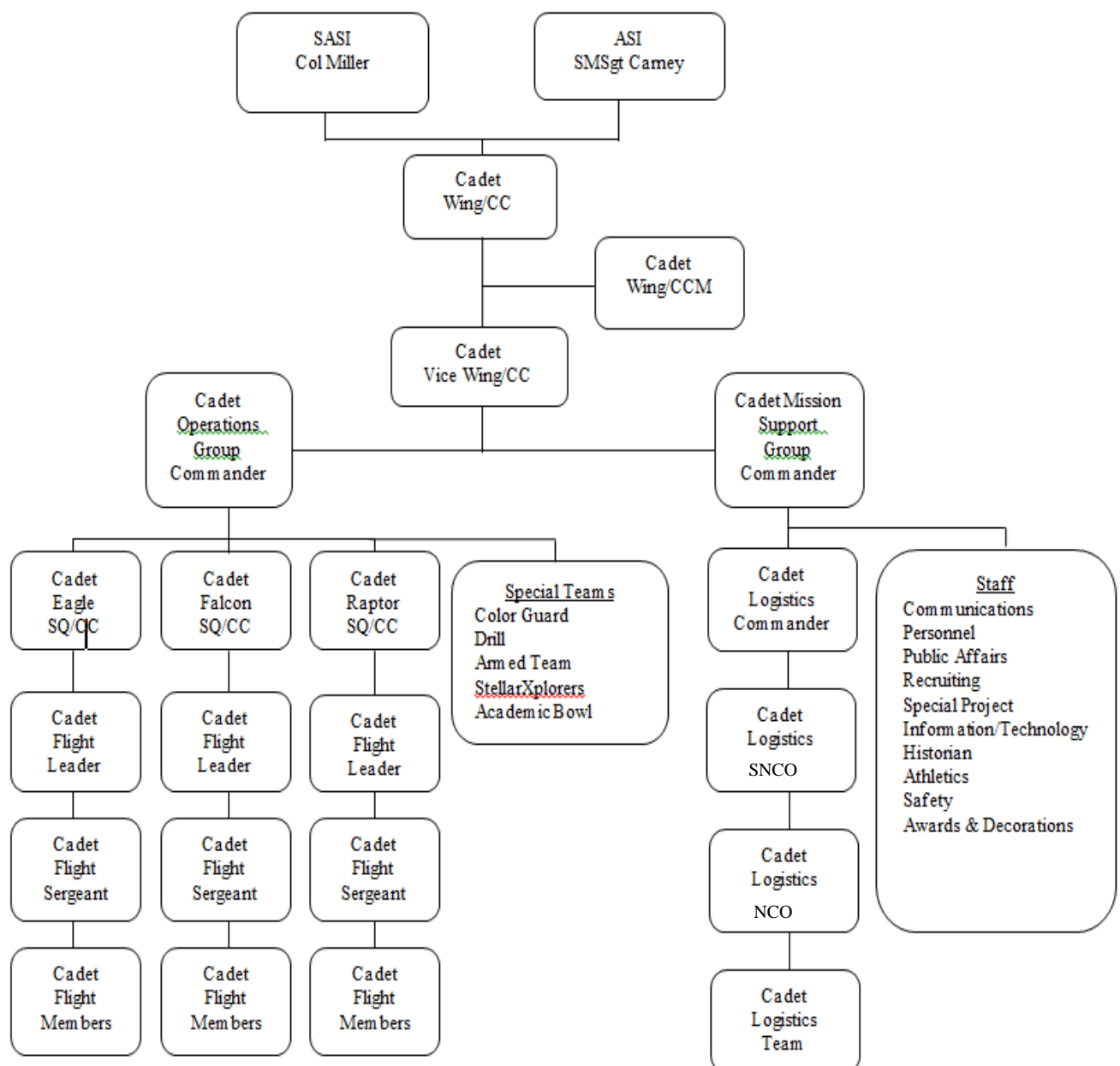
Cadet Flight Sergeant (FS): (1 position, ranks C/SSgt-1st Lt)

1. Assist at the beginning and ending of each class
2. Assist with supervising logistics room
3. Assist with issue/turn in/logistics issues as required
4. Perform duties of Flight Commander during his/her absence
5. Perform other duties as determined by Cadet Flight Commander or SASI/ASI

Cadet Flight Logistics Representative (FLG):

1. Assist the Logistics Officer/NCO with the issue, receipt, and accounting of all items of uniform and equipment associated with the flight
2. Manage all equipment stored in the supply room
3. Maintain supply records and know the applicable directives which deal with the management of equipment and supplies
4. Assist the instructors in the issue and turn-in of cadet rank and/or awards.
5. Assist in conducting supply inventories
6. Insure frequently issued items are readily available for distribution to cadets.
7. Keep unauthorized students out of the supply room unless approved by the instructors

304 – Chain of Command: The Chain of Command is the primary channel of communication throughout the group. Information and directives must be clearly transmitted from the SASI/ASI to the Cadet Airman Basic. To insure efficient communication within the Group, the Chain of Command is established as follows:



POSITION	MINIMUM Must Fill in Rank/Title & Last Name
President of the United States	
Secretary of Defense	
Secretary of the Air Force	
Air Force Chief of Staff	
Chief Master Sergeant of the Air Force	
AETC Commander	
AU Commander	
Holm Center Commander	
Director, AFJROTC	
BPHS Principal	
Senior Aerospace Instructor (SASI)	
Aerospace Instructor (ASI)	
Cadet Wing Commander	
Cadet Vice Wing Commander	
Cadet Command Chief Master Sergeant	
Cadet Operations Group Commander	
Cadet Mission Support Group Commander	
Squadron Chief/CC Eagles Falcons Raptors (0/0) (1,2,3) (4/5/6)	
Flight Name	
Logistics Squadron Commander	
Logistics NCO	
Flight Leader/Commander (if officer rank)	
Flight Sergeant	
Flight Logistics Rep	

SECTION 4

CADET RANKS, APPOINTMENTS, PROMOTIONS, AND EVALUATIONS

401 – Appointments: The following appointment policy is in effect in the group:

- A. The SASI/ASI will assign qualified cadets to appropriate staff jobs or leadership positions to provide experience and insure efficient Group operation.
- B. Cadet Officers and NCOs will serve for a time period determined by the SASI/ASI
- C. Leadership positions will be reserved for Cadet NCOs and Cadet Officers

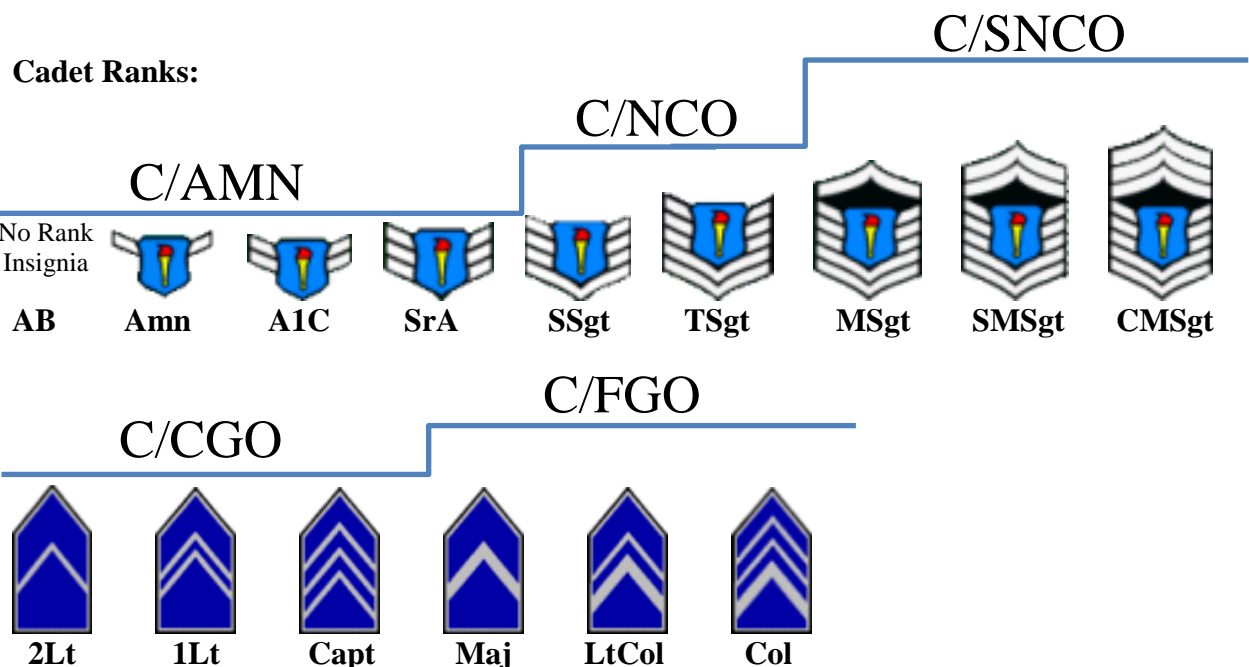
402 – Leadership Position Requirements: Cadets appointed to leadership positions will meet specific criteria, which can vary according to the requirements of the job.

All cadets must meet the following requirements to be considered for a leadership position:

- 1. An AS-III or AS-IV student
 - 2. A GPA of at least 2.0 in all Classes
 - 3. A record, which indicates receptiveness to corrections and guidance from the SASI/ASI
- A. Cadet Wing Commander
 - 1. A senior (*if available*) Class student, AS-III or AS-IV
 - 2. A grade of at least a "A" in Aerospace Science
 - 3. Previous command experience
 - B. Cadet Vice Wing Commander
 - 1. A Senior Class student (*if available*)
 - 2. A grade of at least a "A" in Aerospace Science
 - C. Cadet Group, Squadron, and Flight Commanders
 - 1. A grade of at least a "A" in Aerospace Science
 - 2. Willingness to receive corrections and guidance from SASI or ASI
 - D. Special Team Commander
 - 1. A grade of at least a "B" in Aerospace Science courses
 - 2. A willingness to provide the time required for this position
 - 3. Experience as a Special Team Member
 - E. Cadet Squadron Commanders/Chiefs
 - 1. An extensive knowledge of Corps activities and events
 - 2. A grade of at least a "A" in Aerospace Science
 - 3. A willingness to provide the time required for this position
 - F. Staff Officer Requirements
 - 1. An overall excellent cadet record
 - 2. A general knowledge of office skills (*desirable*)
 - 3. A willingness to provide the time required for this position

403 – Promotion Requirements: The Cadet Corps Promotion System is designed to officially recognize sustained excellent performance by our cadets. Promotions are based on the level of academic and leadership skills acquired by each cadet. The following promotion rules apply in the Corps:

- A. Promotions must be officially documented in promotion orders signed by the SASI or the ASI
- B. Cadet Ranks will not be confused with, or used interchangeably with, active duty USAF Ranks. The word “Cadet” will be a part of any written and spoken reference to a specific cadet
- C. Cadets will wear the appropriate insignia on their uniforms. The SASI or the ASI must authorize any exceptions
- D. The SASI can recognize outstanding performance and award a merit promotion.
- E. Cadets will not be considered for promotion within the enlisted ranks with 2 or more uniform violations
- F. Cadets will not be considered for promotion within the officer ranks with 1 or more uniform violations
- G. Cadets with disciplinary infractions (detention, suspension, expulsion, etc.) may result in non-consideration for promotion
- H. Cadets with 3 or more unexcused absences may result in non-consideration for promotion
- I. Cadets who fail to dress for PT 2 or more times may result in non-consideration for promotion
- J. Cadets who fail to complete 9 community service hours per semester may result in non-consideration for promotion



The following requirements must be met to be considered for promotion to each rank:

NOTE: Cadets must meet requirements of previous grades in order to be considered for promotion. Each ASI (with SASI approval) or SASI has discretion to deviate from promotion requirements for 11th-12th grade cadets due to roles and responsibilities held by those cadets.

Airman Ranks (Amn) - Must have minimum grade of 'C' in JROTC

No Insignia *Cadet Airman Basic (C/AB)*

- Title given at initial entry into the JROTC program

Cadet Airman (C/Amn)

- No more than 2 uniform violations
- Pass uniform test
- Know all cadet ranks C/AB-C/Col



Cadet Airman 1st Class (C/A1C)

- Know cadet chain of command from principal down to flight sergeant
- Know the phonetic alphabet



Cadet Senior Airman (C/SrA)

- Pass (marching) the 30-step drill sequence
- Pass the JROTC general knowledge test
- Know the chain of command from POTUS down to flight sergeant



Non-Commissioned Officer Ranks (NCO) - Must have minimum grade of 'B' in JROTC

Cadet Staff Sergeant (C/SSgt)

- Know the CA-946 JROTC organizational structure
- Participate in one drill meet, parade, ceremony, or performance
- Pass the ribbon knowledge test
- No more than one uniform violation



Cadet Technical Sergeant (C/TSgt)

- Adequately lead 30-step drill sequence (w/sequence card)
- Pass the 30-step drill sequence test
- Participate on special teams/staff/co-curricular, or as flight leader/sergeant



Senior Non-Commissioned Officer Ranks (SNCO) - Must have minimum grade of 'A' in JROTC

Cadet Master Sergeant (C/MSgt)

- Command 30-step drill sequence w/ zero write-ups (w/out sequence card)
- Receive 100% on 30-step drill written test - (**Continues Next Page**)



Cadet Master Sergeant (C/MSgt) Continued

- No uniform violations
- Must reach 30 hours of community service (cumulative)
- Hold a staff position (primary or assistant) or lead co-curricular activity
- Must have overall school GPA of 2.0

Cadet Senior Master Sergeant (C/SMSgt)



- Pass the management/leadership written test
- No PT dress out issues
- Must lead/assist planning drill meet, parade, or any co-curricular activity
- Must reach 40 hours of community service (cumulative)

Cadet Chief Master Sergeant (C/CMSgt)



- Must have experience leading/participating on a special team
- Participate in fitness program (unless med issues) and achieve overall 35% PFT
- Must apply for top 10 leadership position (non-selection does not disqualify cadet)
- Achievement of Activities and/or Service Ribbon
- Must have overall school GPA of 2.5
- Must reach 50 hours of community service (cumulative)
- Be recommended by Top 3 leadership

Company Grade Officer Ranks (CGO) - Must have minimum grade of 'A' in JROTC and meet all C/CMSgt requirements

Cadet 2nd Lieutenant (C/2Lt)



- Must lead 2 or more co-curricular activities
- Must not be failing any school class
- Memorize/recite JROTC Creed
- Attend all staff meetings unless excused by C/MSG/CC or C/Wing/CV

Cadet 1st Lieutenant (C/1Lt)



- Must be a 3rd year JROTC cadet
- Participate in fitness program (unless med issues) and achieve overall 40% PFT
- No D's or F's in any school classes

Cadet Captain (C/Capt)



- Must be selected and perform duties within the Top 10 leadership
- Must have overall school GPA of 3.0
- Attend all staff meetings unless excused by C/Wing/CV

Field Grade Officer Ranks (FGO) - Must have minimum grade of 'A' in JROTC



Cadet Major (C/Maj)

- Participate in fitness program (unless med issues) and achieve overall 50% PFT e
- Maintain a positive image as representative of AFJROTC and USAF
- Be approved by SASI
- Attend all staff meetings unless excused by C/Wing/CC



Cadet Lieutenant Colonel (C/Lt Col)

- Must be a 4th year JROTC cadet
- Attend all staff meetings unless excused by ASI/SASI
- Only SASI can promote member to this rank



Cadet Colonel (C/Col)

- No C's in any school classes
- Must have overall school GPA of 3.5
- Must have experience leading 2 special teams
- Only SASI can promote member to this rank

404 – Demotions: Any AS-II, AS-III, or AS-IV receiving an “F” or “U” in any BPHS class will be demoted to a rank commensurate with the AS-I cadets. If they meet all promotion requirements at the next promotion opportunity, they will be promoted back to their year-group minus whatever promotions they missed due to not satisfying previous promotion requirements.

Cadets may also be demoted for violations of the Core Values, violations of the Cadet Honor Code, or upon recommendation of the Cadet Evaluation Board, involving the ASI or the SASI.

405 – Rotations: In order to allow as many cadets as possible an opportunity to gain leadership experience and develop to their individual potential, the SASI or the ASI will initiate some form of job rotation system for the Corps. The SASI or the ASI will determine when rotations are necessary.

406 – Evaluations: The SASI and the ASI have established a Cadet Evaluation System to formally document and recognize individual progression. The following is a list of the evaluation activities and traits:

- A. Service – (Minimum 8 hours per semester) Community and school projects.
- B. Scholarship – Academic performance in class.
- C. Appearance – The focus will be on how the Cadet looks in civilian attire and military uniform. The goal is to present a neat and well-groomed image.
- D. Creativity – Developing ideas that are beneficial to the Corps or the school.
- E. Unit Support – Participation in parades, meets, flag raising ceremonies, and other group activities.
- F. Co-Curricular – Leadership planning participation in Military Balls, award ceremonies, field trips, and fund raisers. **(continues next page)**

- G. Leadership – Ability to lead, guide, and direct efforts of other Cadets toward Corps objectives.
- H. Behavior – Also see section 504. The ability to maintain the highest standards of conduct inside and outside the classroom.
- I. Physical Fitness – ability to participate in corps physical fitness program. Instructor assessment will occur at the beginning and end of academic year *on push-ups, sit-ups, and 1 mile run only.*

407 – Physical Fitness Standards: See section 10 Supplemental Information. Note: The standard PT uniform is the Buena Park AFJROTC issued black shorts and grey t-shirt. You may also wear the issued sweats and/or AF grey t-shirt.



Local Purchased PFT Gear



FEDMALL
Purchased Air Force
Sweat Shirt and
Pants



SECTION 5 DISCIPLINE

501 – General: The basic philosophy of this program is “Cadets want to, and will, do their best when they know what is expected of them.” We require all cadets to maintain the highest standards every day.

502 – Classroom Procedures: An atmosphere that promotes study and learning will be maintained in the classroom at all times. All Cadets will enter the classroom, place their cell phones at the charging station, and proceed to their assigned positions.

A. Conduct:

Traditional military customs regarding conduct will be observed. The SASI or the ASI will deal with any situation involving inappropriate conduct. However, simple infractions may be corrected by class leaders before SASI/ASI intervention.

Classroom rules will be enforced to insure order and discipline is maintained at all times. All must put cell phones and ear buds into backpacks prior to class start.

B. Taking Attendance:

1. Cadets proceed to assigned spot, prior to the tardy bell, and stand at parade rest
2. When the final bell rings, the flight leader will call the room to “*attention*,” conduct “*flight chant*” and “*honor code*”, then roll call, and document those cadets absent/tardy in the attendance book. Next, flight leader reports to the SASI/ASI: “*Sir/ma’am (Sgt), All present or accounted for,*” and state who is absent to the instructor. The class remains at “*attention*” until further directions.
3. If you are tardy, enter classroom, remain standing at doorway until recognized by class leader. Salute the class leader and state ““*Sir/ma’am (Sgt), cadet _____ requests permission to join the flight.*”

C. Dismissal:

1. 10-5-minute bells: pack bags, clean room, put away items, etc. Cadets will be dismissed from class by the flight commander/sergeant. He/she will call the flight to “*attention*,” request permission to dismiss the flight from the instructor (if the instructor is present in the classroom), and once this permission is received, complete any last words, conduct “*motivation check*”, then give the order “*dismissed.*”

503 – Etiquette: One of our Corps objectives is to develop respect for authority. Each member of our Corps is expected to treat fellow members in a respectful manner. Military Etiquette will be the basis of our operations. The following examples illustrate proper Military Etiquette.

Note: *The following must be done towards officers.*

- A. The response to attendance taken by anyone, regardless of rank will be, “Here (present) Sir/Ma’am”.
- B. The response to the SASI or the ASI will be, “Yes Sir/Ma’am or No Sir/Ma’am”.
- C. The response to questions when in formation will be as indicated above.
- D. Refer to all cadets as “Cadet (Rank and Last Name)”

504 – Classroom Behavior: Any Cadet entering the class after the bell will be considered tardy unless an excuse is presented to the SASI or the ASI. Any Cadet observed cheating or talking during a test or quiz will receive a “0” on the test and risk removal from the class. The Flight Commander/Leader and the Flight Sergeant share in the responsibility for maintaining classroom discipline. Accordingly, he/she is the representative of the SASI and the ASI. Classroom behavior extends to the drill pad and athletic fields. Cadets are expected to maintain proper behavior in ranks. Proper discipline in ranks is especially important since other students and teachers will be observing us and our goal is for the public to always have the best impression of our organization. Cadets will never argue with any superior who is giving orders in an official capacity. Disrespect in ranks will result in discipline by the SASI or the ASI. Cadet Leaders have the authority to penalize inappropriate behavior. The following are examples of appropriate behavior:

1. Use appropriate language. **DO NOT:** use “*put downs*”, curse, or use vulgar language
2. Keep your hands and feet to yourself
3. Do not damage school property or the property of others
4. Raise your hands and wait for permission to speak
5. **Do not wear hats/caps or hoods inside the classroom**
6. Be prepared for class
7. Learn and recite class “motto” and honor code daily
8. Participate in class discussions
9. Maintain a high level of good behavior, respect, and academic honesty
10. Be respectful to all element, flight and student leaders
11. Not eat, drink, chew gum, or use electronic devices during class (unless permitted)
12. Not participate in nor encourage in horseplay, hazing or bullying of any cadet
13. Be knowledgeable with cadet guidebook and all issues pertaining to conduct
14. Do not enter logistics (room 126), CA-946 Headquarters or staff offices (room 128) without proper authorization and only for “official business”

505 – Disenrollment of AFJROTC

- A. The SASI will ensure an inclusive program and will not set unreasonable enrollment criteria. All enrollment and disenrollment decisions will be free from any discrimination regarding race, religion, color, ethnicity, gender, and national origin. Additionally, the principal and the SASI will ensure appropriate fitness of cadets to successfully participate in the AFJROTC Curriculum.

1. AFJROTC students may be disenrolled at any time during the academic year with proper cause. This should be a last resort, preceded by sustained documentation and corrective counseling, to maintain the morale and discipline of the unit. Disenrollment rules must be published in each unit’s Cadet Guide. A student may be disenrolled for:
 - a. Failure to maintain acceptable standards (including uniform wear and grooming)
 - b. Inaptitude or indifference to training
 - c. Disciplinary reasons
 - d. Any other reason deemed appropriate by the AFJROTC SASI and the principal
 - e. **Hazing, bullying, degrading, or any poor treatment of another person**

SECTION 6

UNIFORM REGULATIONS

601 – Uniform Philosophy: We wear the uniform of the United States Air Force. The uniform is distinctive and it represents our proud and highly efficient Corps. The USAF uniform is also recognized as identifying members of a proud, professional, and honorable worldwide organization. The Cadet Corps will wear the uniform on the days specified by the SASI/ASI, to include the wear of headgear while outdoors. We expect it to be worn properly and with pride. When you wear the uniform, you reflect more than yourself; you reflect the entire Corps, our high school, and the community. *All* students are required to wear the AFJROTC “Blues” uniform regardless of grade level and experience in the program. Every student must be in uniform and grooming standards within the first 45 days of class enrollment. See JROTC Chapter 7, Uniform and Awards supplement for detailed guidance.

602 – Authorized Uniforms: The “Blue” uniform will be worn at least twice a month on Tuesdays and as directed. ABU wear is authorized in placement of the “Blue” uniform on designated days and directed by the SASI/ASI. Students also have the option to wear ABUs on Warrior Days each week. Unit specific Physical Training (PT) uniforms will be worn on Wednesdays and Fridays when performing PT activities. ***

1. Uniform wear is on Tuesdays unless Monday falls on a school holiday/non student day. If so, uniform wear will normally be on a Thursday
2. Effective July 2020, the (ABU) may be worn in placement of the Blue uniform on designated days and worn on the same days as stated per item 1 above in this paragraph.
3. ABUs may be worn on “Warrior Day” designated once each week, normally Thursday, as long as cadets meet all dress and grooming standards
4. Cadets are authorized to wear a Flight Suit while enrolled in and after successful completion of Ground School. Flight Suits will be obtained at the student’s expense
5. Students must wear the weekly selected uniform combination and will receive a graded inspection
6. Cadet leadership polo shirts, if issued/purchased, will wear on Monday, by all cadet leadership
7. Attachment 2 in the course syllabus provides uniform inspection discrepancy grading guidelines

ABUS/OCPS are **NOT** to be given out frivolously. Although the following guide states who has priority, students must meet participation and grade requirements in order to receive this incentive. ABUs will be primarily issued to cadets in the following order:

8. Top 11 leadership
9. Drill/Color Guard Leaders
10. Drill/Color Guard members
11. Cadet Staff
12. Flight leader/Sergeants
13. Primary flight logistics representatives
14. All others based on program involvement and receiving an “A” in uniform wear by the end of the 1st quarter grading period and approved by your instructor

***** If any cadet drops the course before a Semester ends, they must pay for the PT Uniform.**

603 – Uniform Issue, Turn-In: Each Cadet will be issued one (1) complete uniform with accouterments. All uniform items, except socks and undershirts, must be turned in at the end of the school year or when the Cadet is no longer enrolled in the Corps. Cadets must promptly pay for all lost items. Each uniform issue will be appropriately listed on “BPHS Logistics individual issue” documents and signed by the Cadet. The signatures indicate acceptance of a contract or agreement with the Air Force to properly maintain the uniform until it’s returned at the end of the school year.

604 – Uniform Standards: AFJROTC uniform will be worn in accordance with AFI 36 – 2903, Cadet Guidebook, Leadership 100 Textbook and other directives set forth by the SASI. Uniforms must be kept clean, neat, and in good condition. Badges, insignia, belt buckles, and other metallic devices must be maintained in the proper luster and condition. Civilian clothes will not be mixed or matched with JROTC uniforms. Excessive Public Display of Affection in uniform is prohibited. Cadets may wear an authorized JROTC uniform for special occasions (such as funerals, weddings, etc.), only upon prior approval for the SASI/ASIs.

605 – Personal Appearance: Each member of the Corps must maintain a high standard of dress and personal appearance. It is imperative that all members present a neat and well-groomed appearance to the general public. **NOTE:** transgender cadet may be issued the uniform of their identified gender, and codified as that gender in the AFJROTC data system. Please see your instructor for guidance.

A. Male Cadets:

1. **Uniform.** Articles such as wallets, pencils, pens, pins, jewelry, handkerchiefs, combs, and sunglasses case will not be worn or carried exposed on the service uniform. The wearing of wristwatches, identification bracelets and rings are permitted. Conservative sunglasses may be worn, but not in military formations.
2. **Hair.** Hair will be neat, clean, trimmed and present a groomed appearance. Exaggerated styles, such as carvings, Mohawks, and braids, are prohibited. Hair in the back shall not touch the collar and will present a tapered appearance. Hair will not touch the ears. Hair in front will be groomed so it does not fall below the eyebrows when a person takes their hat off. The bulk will not exceed 1 ¼ in and no more than ¼ in in length at the termination point. Sideburns will be neatly trimmed and will not extend below the bottom of the opening of the ear. Mustaches will be neatly trimmed and must not extend beyond the corner of the mouth. Beards are not authorized.
3. **Earrings.** Earrings will not be worn in uniform.
4. **Uniform Combinations.** (all worn with slacks and black dress shoes)
 - a. “Class A” Service Dress = Dress Coat, Shirt with tie
 - b. “Class B” Shirt with or without tie
 - c. Lightweight Jacket over “Class B” with or without tie
 - d. Semi-Formal = same as “a”, but with white shirt/no hat/no name tag

B. Female Cadets:

1. **Uniform.** Pencils, pens, and handkerchiefs, will not be worn or carried exposed on the uniform. Cadets are not allowed to wear ankle bracelets, but wristwatches, identification bracelets, pearl or silver earring studs, and rings may be worn, with a maximum of one. Cadets are also allowed to wear conservative sunglasses, except when in a military formation.
2. **Hair.** The hair must be no longer than 3 ½ in in bulk and permit proper wear of any military hat and will not be worn in any style longer than the top of the collar. Cadets are not allowed to wear their hair in exaggerated styles or dye their hair in “*non-traditional*” colors. For example, even though our school color is green, it would be highly inappropriate for a cadet to have green hair. All locs, braids and twists are no wider than one inch and must be tightly interwoven to present a neat, well-groomed appearance. When multiples are worn, dimension will show no more than ¼ inch of scalp between the locs, braids, or twists.
3. **Cosmetics** will be conservative and in good taste.
4. **Panty Hose** will be in a matching skin shade, which complements the uniform.
5. **Uniform Combinations.**
 - a. “Class A” Service Dress = Dress Coat, Shirt with tab
 - b. “Class B” Shirt with or without tab
 - c. Lightweight Jacket over “Class B” with or without tab
 - d. Semi-Formal = same as “a”, but with white shirt/no hat/no name tag

C. Removal of Coats. Cadets may remove their uniform coats or windbreakers in the classroom when directed by the SASI or the ASI. Cadets may also remove their coats when the classrooms are warm. Cadets will not sit in any classroom with the uniform coat on unbuttoned or with a windbreaker unzipped. When worn, the coat will be properly buttoned and the windbreaker zipped at least half way at all times.

D. Inspections. A formal uniform inspection will be conducted once a week. The ASI or the SASI will award points based on the amount of discrepancies observed. The inspection results will be posted in the grade book.

606 – Unauthorized Wear of the Uniform: Cadets will receive clear instructions on the days to wear the uniform. The SASI or the ASI will determine the uniform wear days. Uniform wear on other than the Uniform Wear Day, must be approved by the SASI or the ASI.

607 – Insignia & Badges: AFJROTC Insignia and Badges are worn in our corps. Instructions for the proper wear of insignia and badges are found in the attachments at the end of this handbook.

608 – Shoulder Cords: Cadet Shoulder cords signify different honors, leadership or special team's positions. Cadet instructors will be the final approval authority for any cadet to be awarded a shoulder cord. If approved, logistics leadership/team commanders will ensure the cord is issued to a cadet and signed for in each cadet's logistics uniform inventory folder. Cadets are authorized to wear **one shoulder cord on the left shoulder**. The cadet syllabus outlines authorizations to wear the cord. If a cadet has earned two cords, only the highest cord will be worn and issued to the cadet. Exception: During drill competitions, only drill cords will be worn for team uniform standardization.

1. *Top 3 Leadership – Red w/ 2 loops*
2. *Group Commander – Blue w/ 2 loops*
3. *Squadron Commander – Black w/ 2 loops*
4. *Logistics Commander – Blue w/ 1 loop*
5. *Logistics Chief/NCO – Blue w/ no loop*
6. *Special Team Commanders – White w/ 2 loops*
7. *Special Team Co-Commanders – White w/ 1 loop*
8. *Armed & Drill Team Main Members – White w/ no loop*
9. *Color Guard Main Members – Blue/White w/ no loop*
10. *Flight Leaders & Sergeants – Black w/ no loop*

609 – Return of Uniforms:

- A. All uniform items will be returned to the Logistics room at the end of the school year, or when a cadet is no longer in the corps.
- B. The SASI and the ASI will make reasonable attempts to recover all uniform items from cadets who have left the corps.
- C. When the uniform items have not been recovered, and replacements have not been obtained, the cadet will pay for the cost of the item with a check or money order made payable to the "U.S. Air Force".
- D. If payment is not made, the appropriate school authorities will be notified. Grades and promotions will be held until appropriate payment is received.
- E. For further information on the issue/return of uniforms, refer to the cadet uniform responsibility letter.

NOTE 1: Uniform Items, which must be **Dry Cleaned**:

- Male: Service Dress Coat/Jacket, Trousers, Necktie, and Flight Cap
- Female: Service Dress Coat/Jacket, Slacks, Tab, and Flight Cap

NOTE 2: The blue shirt may be washed and hung to dry (no dryer). Exception; when returning the uniform, the blue shirt must be dry cleaned.

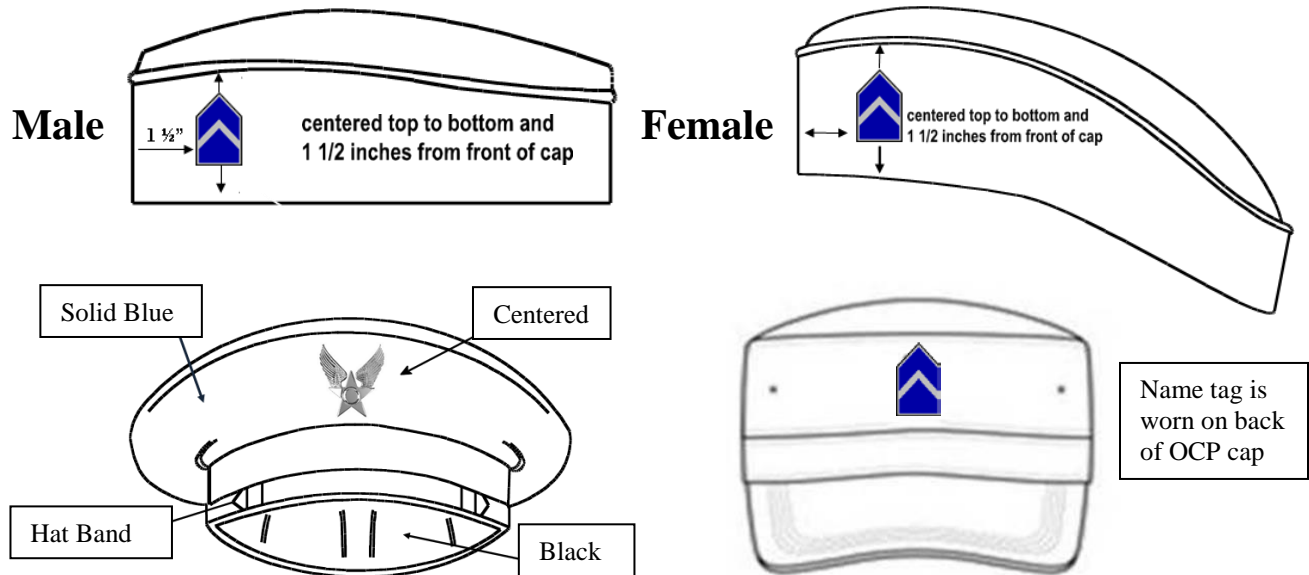
NOTE 3: More details in uniform wear and grooming standards may be found in operational supplement chapter 7 Uniforms and Awards. Each student may find this in their google classroom under "classwork".

NOTE 4: Hands in pockets are allowed while standing or walking. Also beverage consumption is authorized while walking

The Flight Cap/Service Cap/ABU or OCP Cap/Beret

Flight Cap/ABU Cap: officer insignia is for officers only, enlisted have no rank insignia.

ABU cap is worn only with ABUs. Service Cap is worn by Specials Teams only.



The flight cap will be worn slightly to the wearer's right with vertical creases of the cap in line with the center of the forehead and in a straight line with the nose. The cap extends approximately 1 inch from the eyebrows in the front and the opening of cap is to the rear. If not worn, tuck under the belt on wearer's left side, between the first and second belt loops (cap will not fold over belt or be visible below service coat) with the opening facing outward.



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, 1/4 inch above and parallel to the headband.
3. The wear of a "Beret Flash" is not authorized. White Berets issued to Special Teams. Blue Berets issued to 2nd yr and above who previously competed in a Drill Comp or after a cadets first Drill Comp

The Uniform Belt:

- Fasten the belt so that the buckle and the silver tip (at the end of the belt) are just touching each other. The silver tip should completely cover the flange on the back, and there should be no blue material showing between the buckle and the tip.



NO! (Flange is showing)



NO! (material is showing)

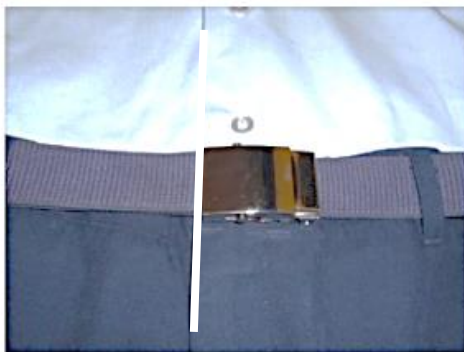


YES!

- Males insert the belt into the pants belt loops starting on the left, so that, when fastened, the silver tip is on the wearer's left.
- Females insert the belt into the pants loops going to the right, so that, when fastened, the silver tip is on the wearer's right.

The "Gig line":

- The "gig line" refers to the alignment of the shirt, belt and pants. It is formed by aligning the curved edge of the buckle (side opposite the silver tip) with the edge of the shirt material and the edge of the pants zipper flap. Think of the buckle edge as connecting the shirt edge and the pants edge.



Male Gig Line

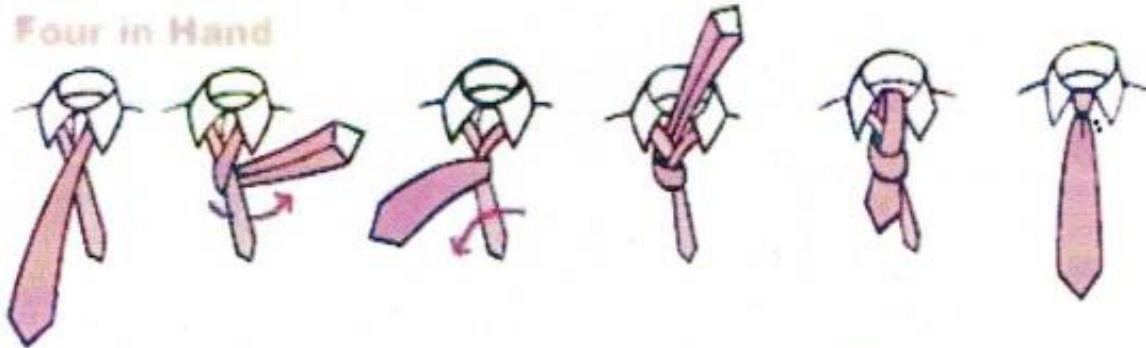


Female Gig Line

How to Tie a Tie:

Attachment 1 HOW TO TIE A TIE

Four in Hand



Shell Knot



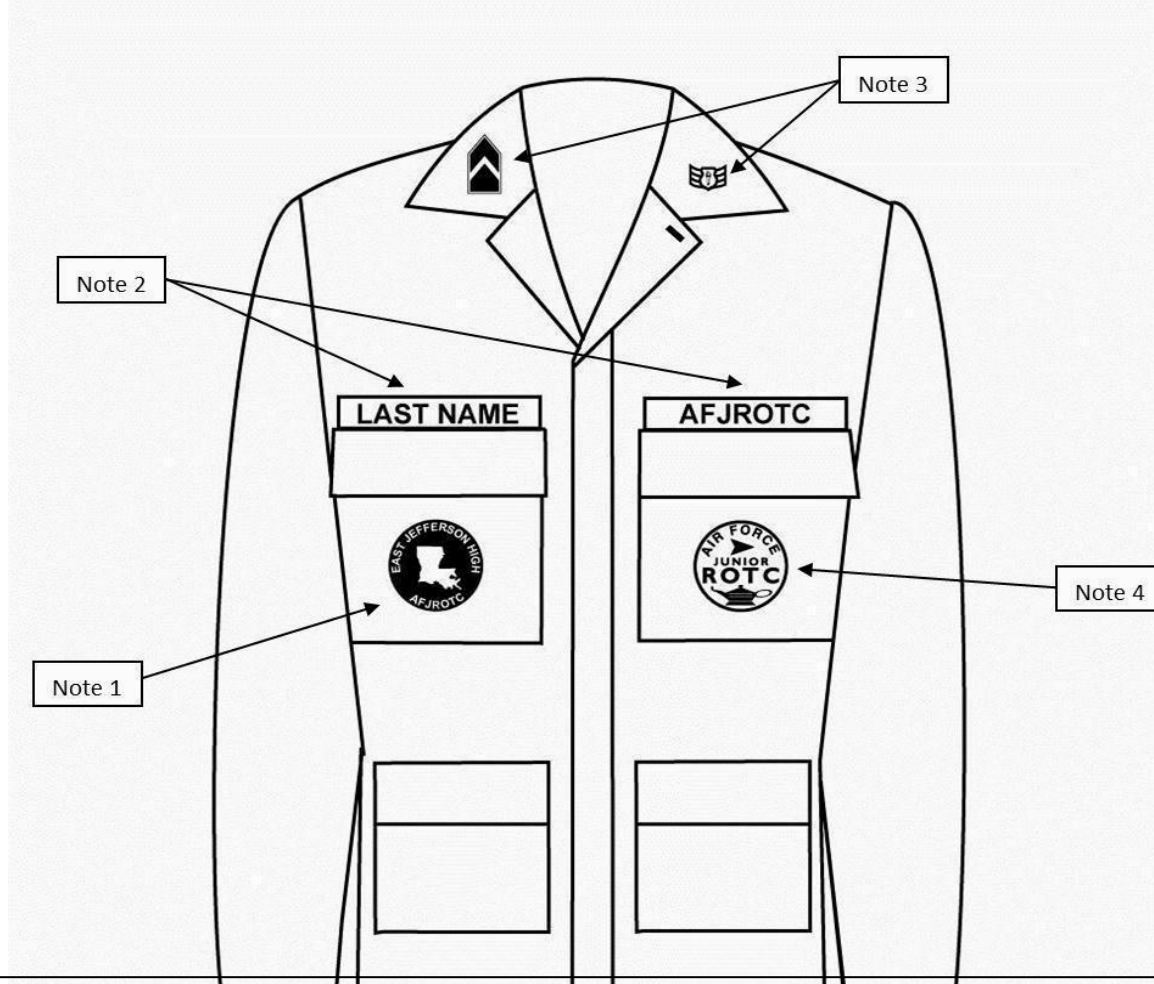
Cord Placement:

Cadets are authorized to wear one shoulder cord on the left side. Wear the shoulder cord only on the light blue shirt and the service dress coat. Cords should be pinned to the left shoulder with the pin hidden beneath the cord.



Uniform Wear:

MALE and FEMALE ABUs

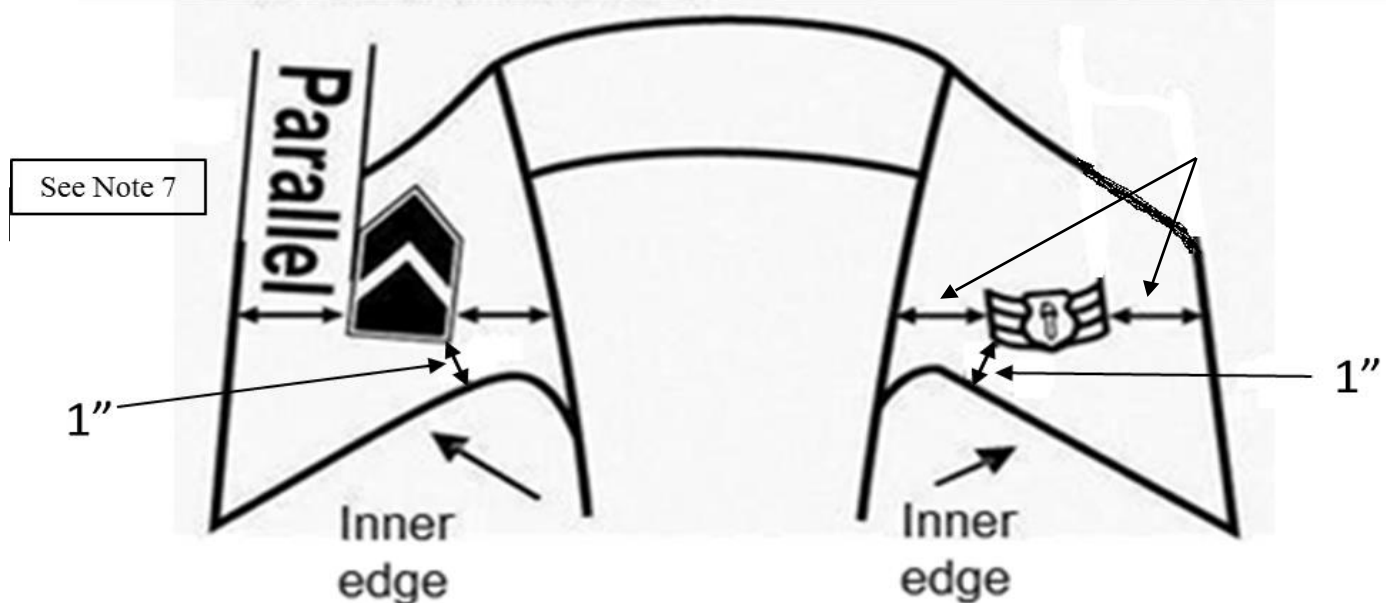
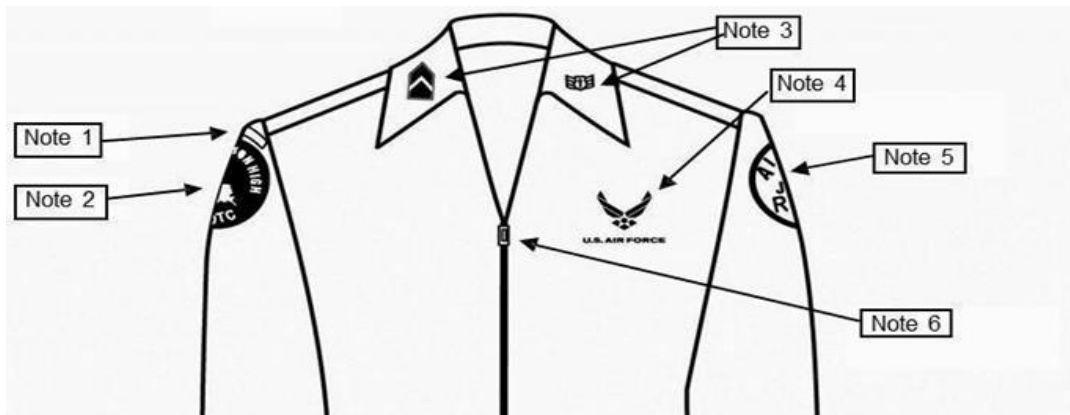


1. Unit patch (optional). If worn, will be placed on right pocket and centered.
2. Last Name and AFJROTC tapes. Letters are dark blue on digital camo background (mandatory). Tapes are grounded and centered on pockets. Name tape only may be held with Velcro to enable reuse/reissue to a different cadet.
3. Grade insignia (officer or enlisted) (mandatory). Will be worn on the left and right collars, centered 1-inch up from the bottom of the collar and parallel to the ground while remaining centered on the collar
4. AFJROTC Patch (white, Lamp of Knowledge): **WHITE patch only (mandatory)**. Will be worn on left pocket and centered.

NOTE: Berets, ascots, and shoulder cords will not be worn with ABUs.

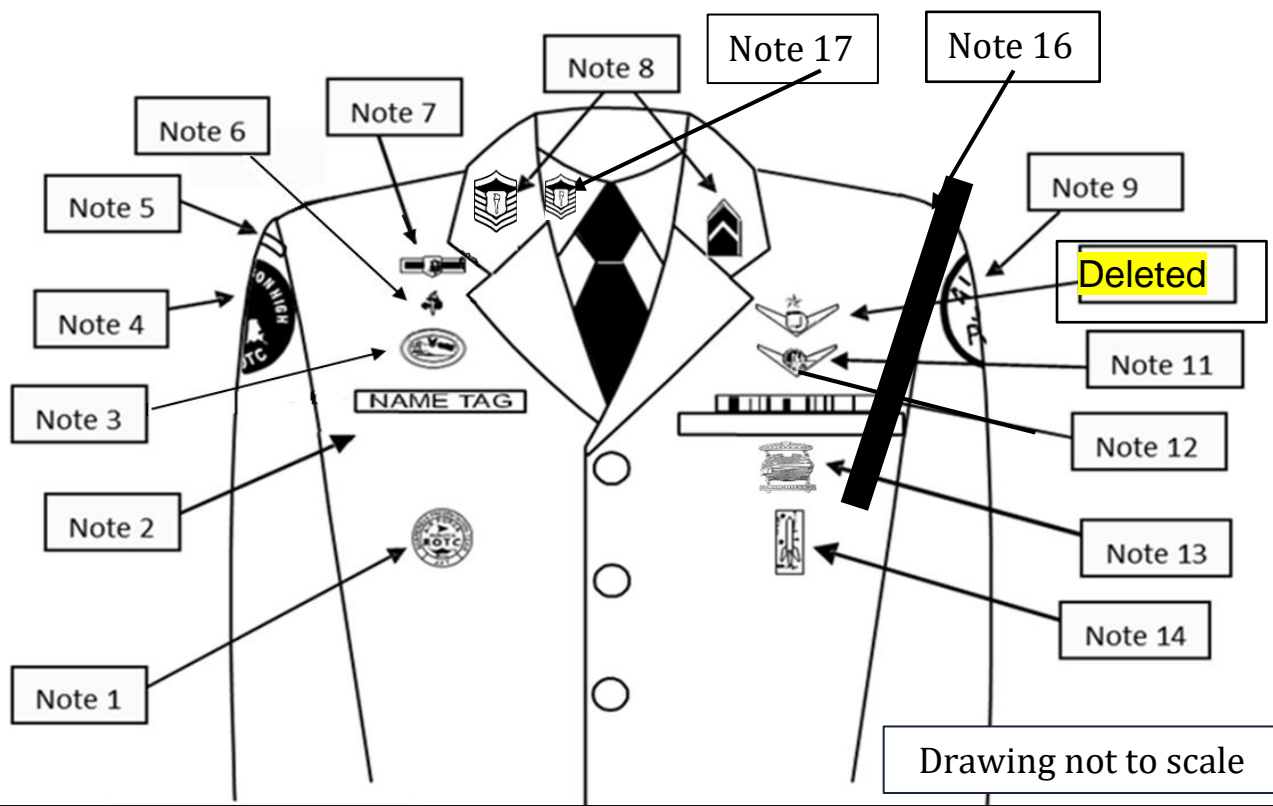
NOTE: ABU sage green boots and Coyote brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing ABU boots.

Lightweight 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. 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.
 4. 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.
- NOTES: Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the light weight jacket. **Ascots and shoulder cords will not be worn on this uniform.**

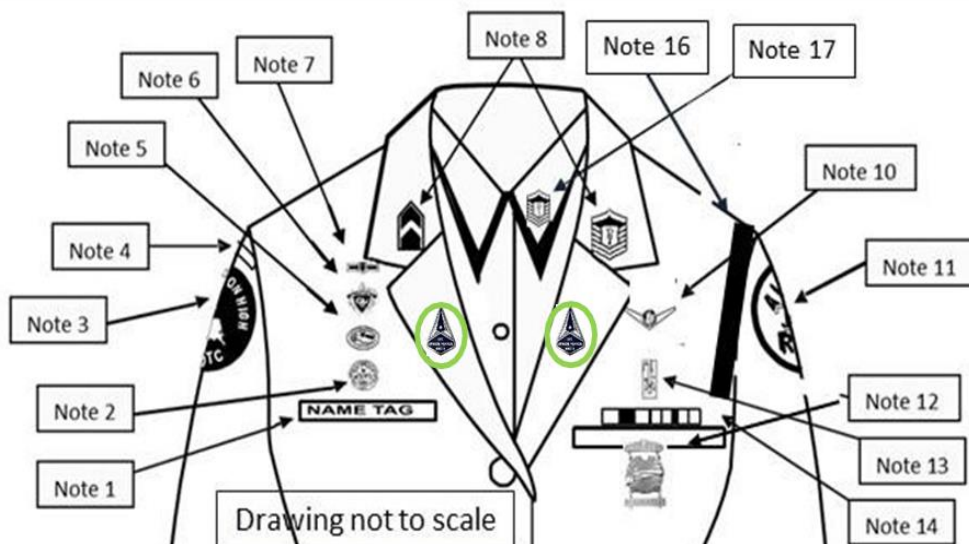
Service Dress MALE



Drawing not to scale

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

CADET FEMALE SERVICE DRESS



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

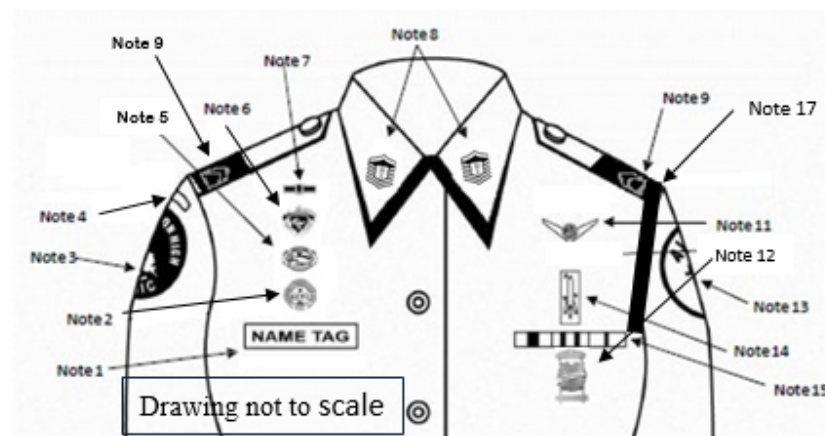
A diagram of a U.S. Air Force ROTC uniform, including a jacket, shirt, tie, and trousers. The uniform is shown from the front. Various callout boxes with arrows point to specific features of the uniform, labeled as follows:

- Note 1: Points to the left sleeve.
- Note 2: Points to the ROTC patch on the left chest.
- Note 3: Points to the ROTC patch on the right chest.
- Note 4: Points to the ROTC patch on the left chest.
- Note 5: Points to the ROTC patch on the right chest.
- Note 6: Points to the ROTC patch on the left chest.
- Note 7: Points to the ROTC patch on the right chest.
- Note 8: Points to the ROTC patch on the left chest.
- Note 9: Points to the ROTC patch on the right chest.
- Note 10: Points to the ROTC patch on the left chest.
- Note 11: Points to the ROTC patch on the right chest.
- Note 12: Points to the ROTC patch on the left chest.
- Note 13: Points to the ROTC patch on the right chest.
- Note 14: Points to the ROTC patch on the left chest.
- Note 15: Points to the ROTC patch on the right chest.
- Note 16: Points to the ROTC patch on the left chest.

The diagram is labeled "Drawing not to scale" in the bottom right corner.

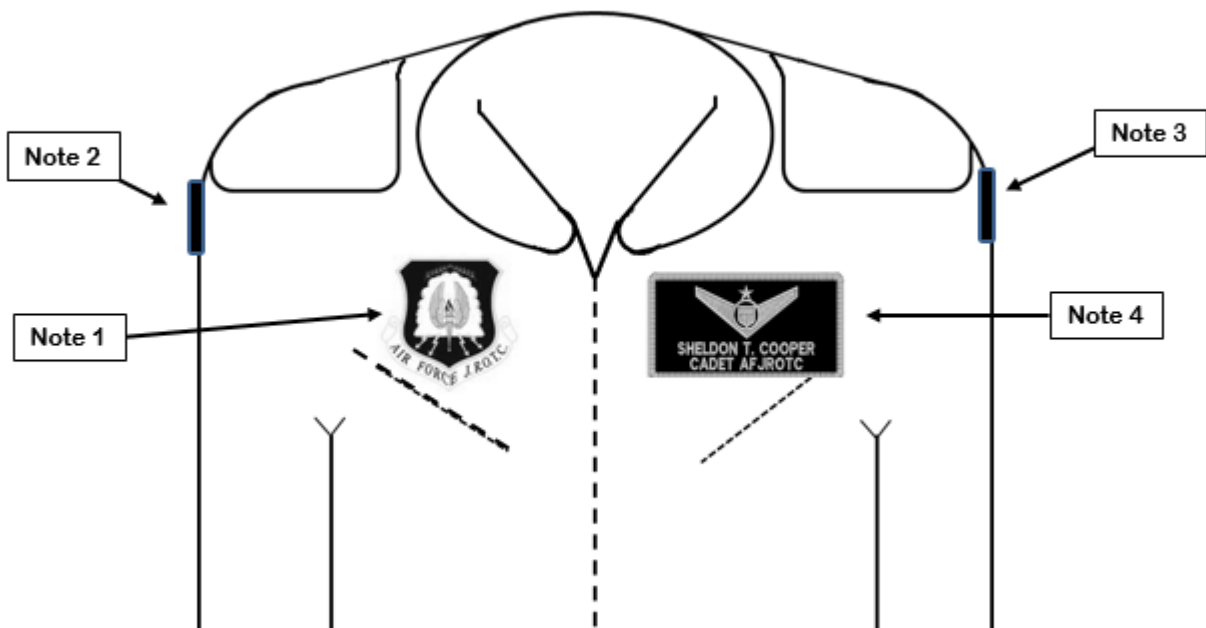
- 34

CADET FEMALE BLUE SHIRT



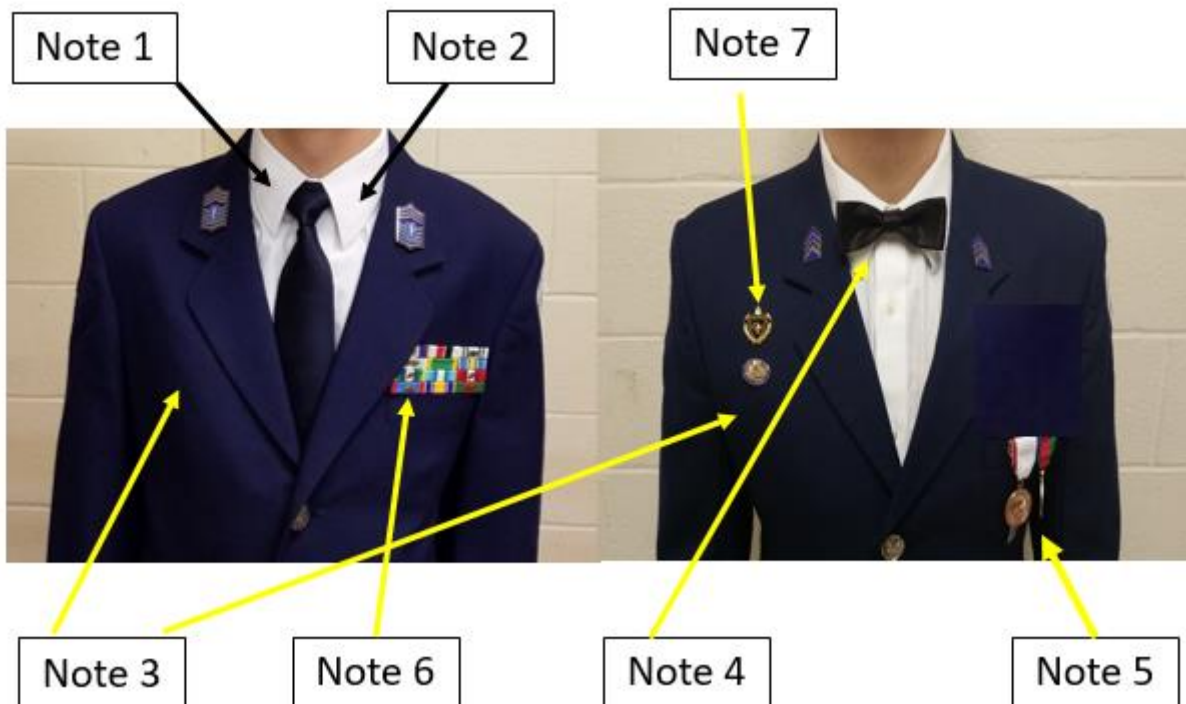
1. Name Tag: Mandatory wear. Blue Plastic with white letters. Without ribbons: centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button. With Ribbons: Even with bottom row of ribbons, centered on right side, parallel to ground and within 1 ½ inches higher/lower 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, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and 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 one Flight badge is 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



1. * AFJROTC Command Patch (mandatory). **Patches may be sewn directly onto the flight suit or attached using Velcro.** 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 one of those. (see Ops Supplement, Chapter 7, paras 7.2.1 - 7.2.4).
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 will be worn. **Patches may be sewn directly onto the flight suit or attached using Velcro.**
3. * American Flag Patch (mandatory) on left shoulder. **Patches may be sewn directly onto the flight suit or attached using Velcro .**
4. Cadet Name Patch (mandatory). Velcro attached only. Black background with silver or white 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".
5. See paras 7.2.4 and 7.2.5.1 for more details on flight suit wear.
 - Flight patches and Velcro may be purchased from a vendor using MilPer funds.
 - **Flight Suits maybe purchased through WINGS/FEDMALL (contact HQ Logistics for assistance.)**
 - Flight Suits are accountable uniforms items and must be issued/returned via WINGS.

Semi-Formal Dress Uniform



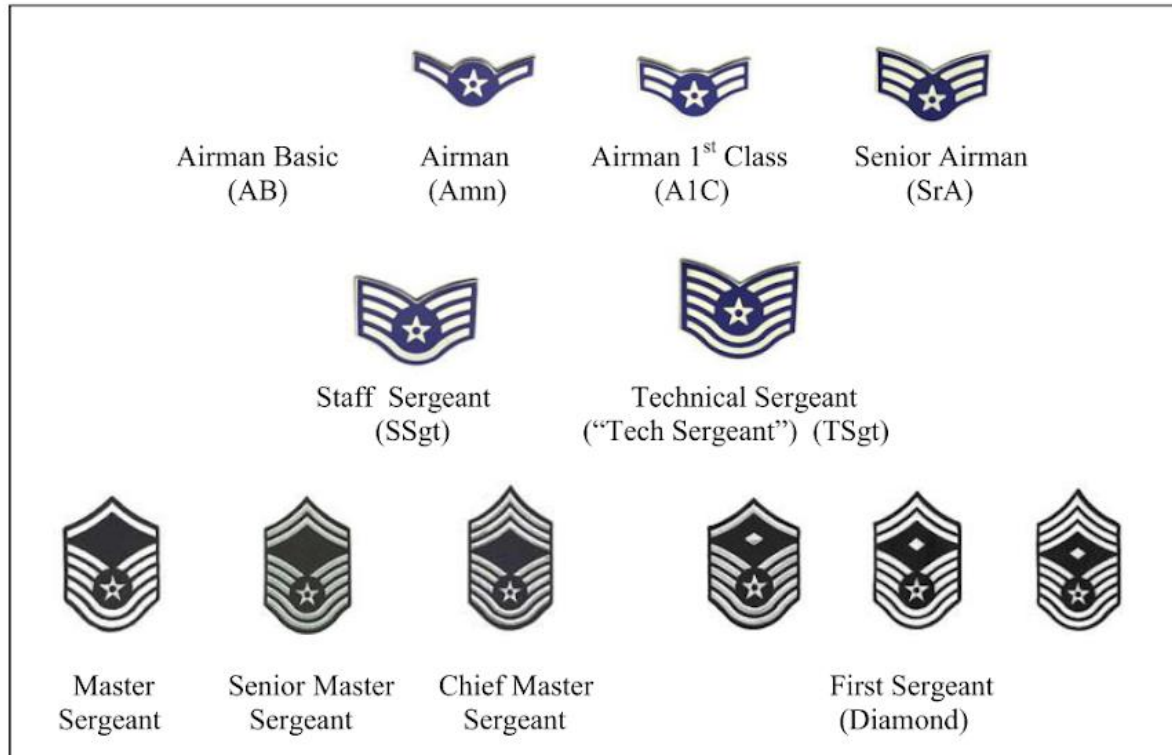
1. The blue or white long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs.
2. Enlisted members do not need to wear two sets of ranks on the semi-formal uniform.
3. The Silver Name Tag will not be worn on the semi-formal dress 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.**

Uniform Inspection

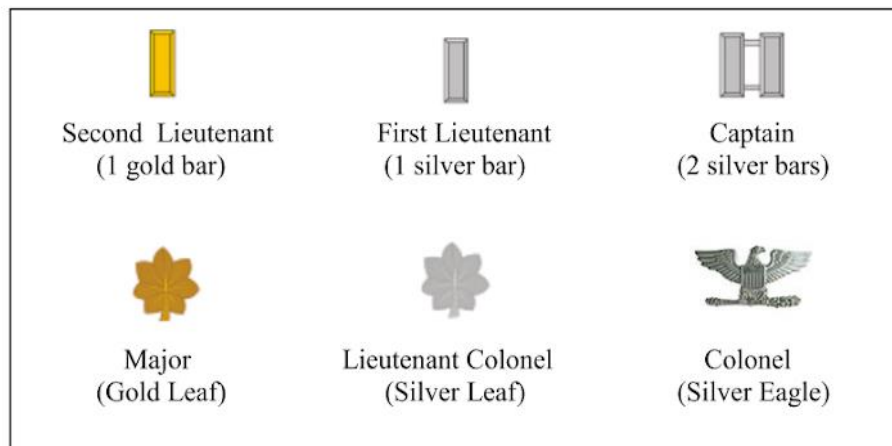
Suggested Uniform Discrepancy for 100 Point Inspections		
DISCREPANCIES (Dress Blues, Class A or B)	Points Deducted	
No uniform	-100	
Changing out of uniform (no ASI/SASI auth)	-100	
Civilian shoes/sneakers (no medical waiver)	-25	
Misconduct/horseplay in uniform	-25	
No service coat during Class A inspection	-25	
Not wearing UOD as required (wrong uniform)	-25	
Personal cleanliness	-15	
Shoes (dirty, muddy or not buffed/shined)	-15	
No tie/tab (when required by UOD above)	-15	
Uniform (not pressed or ironed – wrinkly)	-15	
Unauthorized ear rings (males must take off)	-15	
No rank insignia (missing)	-10	
Grooming (shave, hair color/hair not in reg)	-10 (per infraction)	
Military bearing, (talking, eating, phones, etc.)	-10 (per infraction)	
Unauthorized jewelry	-10 (per infraction)	
T-shirt (not white) (open collar must be v-neck)	-10	
Socks (not black)	-10	
Excessive dirt/lint on uniform	-10	
Name tag (not wearing)	-10	
Missing belt	-10	
No Hat	-10	
Badges/ribbons (Mandatory wear w/ class “A”)	-10 (per infraction)	
Badges/ribbons (worn incorrectly)	-5	
Gig line	-5	
Strings/thread/alignment of accouterments	-2 each	
Buttons (missing or unbuttoned)	-2 per button	
Other	-5 (per infraction)	
DISCREPANCIES – ABUs/OCPs (if issued)	Points	
All above items (if applicable)	See above	
Boots (muddy/dirty)	-15	
T-shirt (not authorized color)	-10	
Pants not bloused or tucked into boots	-10	
No ABU top (unless authorized)	-50/must change	

UNITED STATES AIR FORCE RANKS

AF Enlisted Rank Insignia



AF Officer Rank Insignia



Authorized AFJROTC Badges & Insignia

(Badges/Insignia not listed here are unauthorized for wear)

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.



KITTY HAWK
AIR SOCIETY
BADGE



DISTINGUISHED
CADET BADGE



METAL OR CLOTH



MODEL ROCKETRY
BADGE



GROUND SCHOOL
BADGE



FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE



UNMANNED
AIRCRAFT BADGE



AWARENESS
PRESENTATION
TEAM BADGE



Hap Arnold



Marksmanship
Shield



AEF BADGE



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.

SECTION 7

PROGRAM ADMINISTRATION

701 – Office & Classroom Operating Hours: During normal school hours, the Aerospace Science classroom will be opened during the 0 – 6th Periods. Exceptions will be at the instructor's discretion.

702 – Instructors Office: The instructor's office is off-limits to all Cadets, unless an instructor is present. If you need to see any instructor, respectfully do the following:

1. If the door is closed, knock twice.
2. Wait outside until you hear, "Enter".
3. If door is open, stand at Parade Rest, until invited in the room.
4. Enter the room and come to attention before his/her desk and salute saying, "Cadet (Rank/Last Name) reporting."
5. Wait for Colonel/Sergeant to return a salute to you, before you drop yours.
6. Respectfully state your business.
7. At the conclusion of the interview, report out with a salute.

703 – Headquarters Room: This is a restricted area for any cadets or students other than the Top Leadership. Staff is allowed in the room only with Top Leadership escort if they are required to utilize the computers for staff jobs. Special team commanders can enter the room when necessary for team practice. Cadets will not eat in the HQ room. Squadron Commanders will ensure that entry is controlled in the room before, during break, lunch and after school. They and flight leadership will attempt to handle cadet questions and ensure the chain of command is used unless the issue is one such as grades, incidents or personal matters requiring instructor intervention. The Operations Group Commander will post a monthly schedule in the room designating the Squadron Commander responsible for controlling access to include ensuring the room is cleaned daily.

704 – Logistics Room: The room is a controlled area and only logistics personnel or leadership will be in the room for official use only. Flight logistics personnel will ensure the room remains orderly and cleaned at all times. Socializing in this room or unauthorized entry will not be tolerated.

705 – Marksmanship Indoor Range: Students must be supervised at all times by an instructor or certified range official. The door will remain secured at all times. When firing is in progress, a yellow "do not enter" sign will be placed on the outside door.

706 – Morning & Evening Colors: The United States flag will be raised by 0805 hours each school day. The flag will be lowered by 1600 hours. The SASI or the ASI will appoint the Honor Guard Detail of Cadets.

SECTION 8 AWARDS AND CEREMONIES









801 – AFJROTC Awards & National Awards: The SASI and ASI will recognize individuals for performance, achievement, and participation. See attachments at the end of the Guide Book.







802 – AFJROTC Ribbons & Ribbons/Awards Criteria

















NOTE: AFJROTC Ribbon Rack Builder Available at:
<http://www.airforcewriter.com/afjrotc-ribbon-rack-builder.htm>










AFJROTC RIBBONS






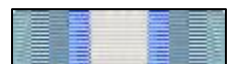
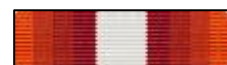


1. Gold Valor Award	Awards consist of a medal, ribbon, and certificate. The Gold Valor Award recognizes the most outstanding voluntary acts of self-sacrifice and personal bravery by a cadet involving conspicuous risk of life above and beyond the call of duty. Forward recommendations to: HQ-Assessments@AFJROTC.com mail box or douglas.davenport@us.af.mil	
2. Silver Valor Award	Awards consist of a medal, ribbon, and certificate. The Silver Valor Award is awarded to a cadet for a voluntary act of heroism which does not meet the risk-of-life requirements of the Gold Valor Award. Forward recommendations to: HQ-Assessments@AFJROTC.com mail box or douglas.davenport@us.af.mil	
3. Cadet Humanitarian Award	Award consists of a ribbon and certificate. It 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. Forward recommendations to: HQ-Assessments@AFJROTC.com mail box or douglas.davenport@us.af.mil	
4. CSE with Silver Star	The award will be given to cadets in the Top 5% of units (approximately 45 units) who have the highest "per cadet average" community service hours. Instructors at the Top 5% units will determine which of their cadets have contributed to the unit earning the new award.	
5. Community Service with Excellence (CSE) Award	Award consists of a ribbon and certificate. It 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 benefit the local community. This is not an award given to participants but to the key leader(s) of the project.	
6. Air Force Association (AFA) Award	This AFA-sponsored award consists of a medal and ribbon and is presented annually at each unit to the outstanding second-year (in a 3-year program) or third-year cadet (in a 4-year program). The award recipient must possess/meet the following personal characteristics and eligibility criteria: <ul style="list-style-type: none"> • 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. The award also includes a ribbon. This annual award recognizes one outstanding third-year cadet at each unit that meets the following criteria: <ul style="list-style-type: none"> • 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 AS class. • Rank in the top 20% of their school class. 	
8. Daughters of the American Revolution (DAR) Award	This award is presented annually to one third-year (in a 3-year program) or fourth-year cadet (in a 4-year program) that meets the following criteria: <ul style="list-style-type: none"> • Rank in the top 25% of their AFJROTC class. • Rank in the top 25% of their high school class. • Demonstrate qualities of dependability and good character. • Demonstrate adherence to military discipline. • Possess leadership ability and a fundamental and patriotic understanding of the importance of JROTC training. 	








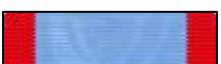

9. American Legion Scholastic Award	<p>This award consists of a bronze medal accompanied by a ribbon with a distinctive miniature attachment depicting a scholastic scroll.</p> <p>This award is presented annually to one second- or third-year cadet (in a 3-year program) or a third- or fourth-year cadet (in a 4-year program) based on the cadet's overall scholastic achievements. Each cadet must:</p> <ul style="list-style-type: none"> • Rank in the top 10% of the high school class. • Rank in the top 25% of their AS class. • Demonstrate leadership qualities. • Actively participate in student activities 	
10. American Legion General Military Excellence Award	<p>This award consists of a bronze medal accompanied by a ribbon with a distinctive miniature attachment depicting a torch.</p> <p>This award is presented annually to one second- or third-year cadet (in a 3-year program) or a third- or fourth-year cadet (in a 4-year program) based on the cadet's general military excellence. Each cadet must:</p> <ul style="list-style-type: none"> • Rank in the top 25% of their AFJROTC class. • Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. 	
11. Reserve Officers Association (ROA) Award	<p>This award consists of a bronze medal, ribbon, and certificate.</p> <p>This award is presented annually for military and academic achievement to an outstanding third-year cadet (fourth-year cadet in a 4-year program). The recipient must possess individual characteristics contributing to leadership such as:</p> <ul style="list-style-type: none"> • Positive attitude toward the AS curriculum. • Outstanding personal appearance (wear of the uniform, posture, and grooming). • Attributes of initiative, judgment, and self-confidence. • Courtesy (promptness, obedience, and respect). • Growth potential (capacity for responsibility, high productivity, adaptability to change). • Demonstrate the highest personal, ethical standards & strong positive convictions. • Rank in the top 10% of their AS class. 	
12. Military Officers Association of America (MOAA) Award	<p>This award, formerly known as The Retired Officers Association Award, consists of a medal pendant with ribbon.</p> <p>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:</p> <ul style="list-style-type: none"> • 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	<p>This award consists of a medal pendant with ribbon.</p> <p>This award presented annually to an outstanding second- or third-year cadet in a 3-year program (third- or fourth-year cadet in a 4-year program) who is actively engaged in the AFJROTC program and who possesses individual characteristics contributing to leadership. Each cadet must:</p> <ul style="list-style-type: none"> • Have a positive attitude toward AFJROTC. • Have outstanding military bearing and conduct. • Possess strong positive personal attributes (such as courtesy, dependability, punctuality, respect, and cooperation). • Demonstrate patriotism (being a member of the color guard or drill team) and actively promote Americanism. • Demonstrate leadership potential. • Attain a grade of "B" in AFJROTC with an overall average grade of "C" in all subjects for the previous semester. • Be active in student activities. • Not have been previous recipients of this award. 	
14. National Society United States	<p>Awarded annually, at the SASI's discretion, for academic excellence, leadership, military discipline, dependability, patriotism and upright character in speech and habits.</p>	


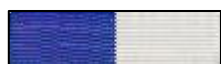






15. National Sojourners Award	<p>This award is presented annually recognizing an outstanding first- or second-year cadet (second or third-year cadet in a 4-year program) who contributed the most to encourage and demonstrate Americanism within the corps of cadets and on campus. Each cadet must:</p> <ul style="list-style-type: none"> • 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. 	
16. Scottish Rite Southern Jurisdiction Award	<p>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:</p> <ul style="list-style-type: none"> • 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. 	
17. Military Order of the Purple Heart Award	<p>This award consists of a medal pendant with a ribbon. This award annually recognizes an outstanding second- or third-year cadet (third- or fourth-year cadet in a 4-year program) who is enrolled in the AFJROTC program and demonstrates leadership ability. Each cadet must:</p> <ul style="list-style-type: none"> • 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 have been a previous recipient of this award. 	
18. Sons of the American Revolution (SAR) Award	<p>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:</p> <ul style="list-style-type: none"> • 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 	
19. Military Order of World Wars Award	<p>This award consists of a bronze medal pendant, certificate, and ribbon. 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.</p>	
20. American Veterans (AMVETS) Award	<p>This award is presented annually to one qualified cadet that possesses individual characteristics contributing to leadership such as:</p> <ul style="list-style-type: none"> • 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 	
21. Air Force Sergeants Association (AFSA) Award	<p>This award recognizes an outstanding second- or third-year cadet in a three-year program (third- or fourth-year cadet in a 4-year program). The recipient must demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. Each cadet must:</p> <ul style="list-style-type: none"> • 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	<p>This award is presented annually to two cadets. Cadets may be first-year, second year, or third-year cadets (in a 3- or 4-year program) and must meet the following criteria:</p> <ul style="list-style-type: none"> • 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 Assoc. Award (TREA)	<p>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.</p>	
24. Celebrate Freedom Foundation Award	<p>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 (including home-schooled students) enrolled in AFJROTC programs. 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.</p> <ul style="list-style-type: none"> • 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) • 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) 	
25. Air Commando Association Award	<p>Awarded annually at the SASI’s discretion for completing a one page essay based on a historical AF Special Operations Mission possessing the thirteen critical attributes of success: integrity, self-motivation, intelligence, self-discipline, perseverance, adaptability, maturity, judgment, selflessness, leadership, skilled, physical fitness and family strength. This award consists of a ribbon and certificate.</p>	
26. Distinguished Unit Award w/ Merit (DUAM) 27. Distinguished Unit Award (DUA)	<p>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. Medal/Ribbon must be purchased from a vendor using MilPer funds. For each additional ribbon earned an additional small silver star will be awarded.</p> <p>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.</p>	 
28. Outstanding Organization Award (OOA)	<p>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. Ribbon must be purchased from a vendor using MilPer funds. For each additional ribbon earned an additional small silver star will be awarded.</p>	

29. Outstanding Flight Ribbon	Outstanding Flight Ribbon. Is a ribbon awarded each academic term to members of the outstanding flight under criteria determined by the SASI. Criteria for this award will be published in the unit's Cadet Guide. 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.	
30. Top Performer Award	The Cadet Top Performer Award is a Headquarters, AFJROTC award presented to a maximum of 2% of the current unit cadet corps population (unduplicated headcount). All currently enrolled cadets may be considered. Specific consideration should be given to cadets not previously recognized for superior performance The award will recognize a cadet's performance in the following key areas: Leadership and job performance: in primary duty and specifically in preparation for the unit's annual assessment. Leadership qualities: involvement and positions held in extracurricular activities. Academic performance: nominee must be in good academic standing in all high school course work. Significant self-improvement. Community involvement. Other accomplishments.	
31. Outstanding Cadet Ribbon	Awarded annually at the SASI's discretion to the outstanding first-year, second-year, third-year, and fourth-year cadet. 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.	
32. Leadership Ribbon	Awarded at the SASI's discretion for outstanding performance in a position of leadership as an AFJROTC cadet in corps training activities. Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance.	
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. Present the ribbon for a single or sustained performance of a superior nature. Ensure award is presented in recognition of achievements and services which are clearly outstanding and exceptional when compared to achievements and accomplishments of other cadets. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.	
34. Achievement Ribbon	Is a ribbon awarded for a significant achievement in AFJROTC or other school activities/events. Individuals may not receive more than one ribbon during a 1-year period. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.	
35. Academic Ribbon	Awarded for academic excellence as signified by attaining an overall grade point average of at least "B" for one academic term, in addition to an "A" average in AFJROTC.	
36. Cadet Leadership Course Ribbon	Awarded for completion of an approved leadership school program of at least 5 days duration. Add a silver star for outstanding performance or leadership ability at a Leadership School. Limit the star to 10 percent of the class. This ribbon may only be earned once.	
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 (national-level) Competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers 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.	
	BLANK	

38. Joint/All-Service National Competition Ribbon	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, CyberPatriot, StellarXplorers 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. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MilPer funds. Medal may not (ribbon may) be worn during competitions and regular uniform wear days.	
39. Air Force Nationals Competition Ribbon	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, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers 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. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MilPer funds. Medal may not (ribbon may) be worn during competitions/regular uniform wear days.	
40. Orienteering Ribbon	Is a ribbon awarded to team members for completing a unit-specific Orienteering program as part of unit curriculum. Criteria for this award will be published in the unit's Cadet Guide. 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..	
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, color guard team commander, dining-in chairperson, military ball chairperson, etc.). Criteria for this award will be published in the unit's Cadet Guide. 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 performance events, i.e., competitions, special school events, community demonstrations (cumulative). Criteria for this award will be published in the unit's Cadet Guide. 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). Criteria for this award will be published in the unit's Cadet Guide. 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). Criteria for this award will be published in the unit's Cadet Guide. 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	Cadets must be on the marksmanship team for an entire year/season to be eligible to qualify and must have competed in at least 1 marksmanship competition event (cumulative). Criteria for this award will be published in the unit's Cadet Guide. 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.	
46. Joint Leadership Academic Bowl (JLAB) Ribbon	Cadets must be a member of the JLAB team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.	

47. Cyber Patriot Ribbon	Cadets must be a member of the Cyber Patriot team. Criteria for this award will be published in the unit's Cadet Guide. 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. (pin no longer authorized)	
48. StellarXplorers Ribbon	Cadets must be a member of the StellarXplorers team. Criteria for this award will be published in the unit's Cadet Guide. 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. (Pin no longer authorized)	
49. Raiders Team Ribbon	Cadets must be a member of the Raiders Team. Criteria for this award will be published in the unit's Cadet Guide. 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. Military Model Building Team Ribbon	Cadets must be a member of the Military Model Building Team. Criteria for this award will be published in the unit's Cadet Guide. 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 bronze oak leaf cluster.	
51. Unmanned Aircraft (UAS) Ribbon	Cadets must be a member of the UAS team. UAS vehicles include multi-copters, drones, and remote-controlled aircraft/vehicles. Criteria for this award will be published in the unit's Cadet Guide. 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. Robotics Ribbon	Cadets must be a member of the Robotics club/team. Criteria for this award will be published in the unit's Cadet Guide. 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. Good Conduct Ribbon	Cadets must not have received a referral (this includes no ISS/OSS) for an academic term to be eligible to qualify for this award. An oak leaf cluster will be added to this ribbon for each year of qualifying membership beginning with the second year. Criteria for this award will be published in the unit's Cadet Guide.	
54. Service Ribbon	Is a ribbon awarded for distinctive performance in school, community, or AFJROTC service projects. Limit to members whose active participation in a service project contributed significantly to the goals of the organization. (NOTE: Participation in Drill Teams, Saber Teams or Color Guard Teams alone does not qualify for the Service Ribbon (see above criteria for these other ribbons) unless community service hours are also awarded. Criteria for this award will be published in the unit's Cadet Guide. 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. Health and Wellness Ribbon	Is a ribbon awarded for participation in the unit health and wellness physical fitness program. All cadets who participate in the unit's wellness program may 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. (NOTE: The Physical Fitness Test percentiles are computed automatically under the PFT-Mass Assessment in WINGS.) Criteria for this award will be published in the unit's Cadet Guide.	
	BLANK	

56. Recruiting Ribbon	Is a ribbon awarded for outstanding effort in support of unit recruiting activities. Cadets must have directly contributed to the recruitment of two new members to AFJROTC. Criteria for this award will be published in the unit's Cadet Guide. 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.	
57. 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 orienteering teams, model rocketry clubs, academic bowl teams, and raider/sports teams. An oak leaf cluster will be added to this ribbon for each year of membership beginning with the second year. Criteria for this award will be published in the unit's Cadet Guide. 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.	
58. Attendance Ribbon	Is awarded to cadets who have no more than three UNEXCUSED school absences during academic term. Criteria: Must have a passing grade in AFJROTC and no disciplinary issues. Any Suspensions will automatically disqualify a cadet from this award. Cadets may only receive one award annually.	
59. Dress and Appearance Ribbon	Wear blue AF uniform on all designated uniform days, conform with all AFJROTC dress and appearance standards, and 90% uniform grade average for the semester.	
60. Longevity Ribbon	Is a ribbon awarded for successful completion of each AFJROTC school year or semester with a 4X4 block schedule. Cadets may only receive one award annually. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.	
61. Bataan Death March Memorial Hike Ribbon	To honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC units may conduct an optional 14-mile Bataan Death March Memorial Hike. 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 three days. Cadet safety must be monitored at all times and advanced planning for any first aid/medical attention is paramount. Cadets who fully complete the 14 mile hike are authorized to wear the ribbon.	
62. 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. Criteria for this award will be published in the unit's Cadet Guide. Ribbon may be purchased from a vendor using MilPer funds. 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.	
63. AFJROTC Resiliency Covid-19 Award	Is a ribbon awarded by the SASI to any cadet who was enrolled in an AFJROTC course of study from 1 March 2020 to 30 June 2021. This is a one-time award. A course of study is defined as any cadet who was enrolled, participated and completed an on-line, virtual, or on campus, in person, AFJROTC course during this period. Ribbon may be purchased from a vendor using MILPER funds for each cadet authorized to wear this award.	
64-68 Civil Air Patrol Ribbons (CAP)	If a cadet is/was a part of the CAP, and have been awarded any of the CAP ribbons shown on page 42 of this guide, they may wear those ribbons with their AFJROTC ribbons in order as shown on the chart.	Dated May 2022

OTHER AWARDS/CRITERIA

803 – AFJROTC Graduation Honor/AFJROTC Stoles: The SASI will recognize graduating cadets with an AFJROTC stole. Criteria to earn stoles are as follows:

- Honor Stole

- Final GPA of 3.5
- 3+ years in JROTC (waived for Top 5 leaders)
- Earn a grade of “A” in JROTC
- 45 hours community service (total for years in program)
- Hold rank of C/CMSgt or higher
- Hold position of Flight Leader or higher



- AFJROTC Stole

- Final GPA of 3.0
- 4 years in JROTC
- Earn a grade of “A” in JROTC
- 45 hours community service (total for years in program)
- Hold rank of C/CMSgt or higher
- Hold position of Flight Leader or higher



SECTION 9

Drill

901 – 30 Step Drill Sequence: (Also see L2L guidebook posted in google classroom)

- | | |
|--------------------------------|---------------------------------------------------------------------------------------------|
| 1. Fall In (line formation) | Called at attention and 1 st element leader centers flight 5 paces from you |
| 2. Open Ranks, March | Called at attention, then step off to and align each element by the element leaders |
| 3. Ready Front | Called at attention after coming back to front of formation |
| 4. Close Ranks, March | Called at attention |
| 5. Present, Arms | From attention, present Arms called first, then you present arms |
| 6. Order, Arms | Drop hand to attention then call command |
| 7. Parade, Rest | Complete with flight after calling command |
| 8. Attention | Come to attention then call command |
| 9. Left, Face | Complete with flight, however you complete a right face to be in same direction |
| 10. About, Face | Complete with flight |
| 11. Forward, March | Ensure centered and on left of flight; step off with left foot first |
| 12. Right Flank, March | Called/ executed on right foot (prep/exec same foot) |
| 13. Left Flank, March | Called/ executed on left foot (prep/exec same foot) |
| 14. Column Right, March | Called/ executed on right foot (prep/exec on same foot) Stay to left of flight |
| 15. Forward, March | Called on heel of the left foot, one more half on the right then full step out on left |
| 16. To the Rear, March | Called/ executed on right foot (prep/exec same foot). Stop arm swing |
| 17. To the Rear, March | Called/ executed on right foot (prep/exec same foot). Stop arm swing |
| 18. Column Right, March | Called/ executed on right foot (prep/exec same foot). Stay to left of flight |
| 19. Forward, March | Called on heel of the left foot, one more half on the right then full step out on left |
| 20. Eyes, Right | Called/ executed on right foot, once executed leader only salutes |
| 21. Ready, Front | Called/executed on left foot, drop salute and head forward after command of execution |
| 22. Column Right, March | Called/ executed on right foot (prep/exec on same foot) Stay to left of flight |
| 23. Forward, March | Called on heel of the left foot, one more half on the right then full step out on left |
| 24. Change Step, March | Called/ executed on right foot (prep one step and exec one step or more. Step-Stop-Heel-Go) |
| 25. Column Right, March | Called/ executed on right foot (prep/exec on same foot) Stay to left of flight |
| 26. Forward, March | Called on heel of the left foot, one more half on the right then full step out on left |
| 27. Flight, Halt | Is given on either foot as the heel strikes the ground |
| 28. Left, Face | Execute right face with flight. March in front and center self on the flight |
| 29. Right Step, March | Execute with flight; ldr steps left, commands (Hup, Toop, Threep, Forp) = 1, 2, 3, 4 steps. |
| 30. Flight, Halt | Called/executed at the attention step (Flight, Halt, step/stop) |

902 - General Rules for Drill Command:

- When giving commands, the leader is always at the position of attention
- While marching, the leader must be in step with the formation at all times
- The leader faces the cadets when giving commands
- The command used to revoke a command is (“As You Were”)
- If a command is given improperly, the cadets execute the movement to the best of their ability

903 - Characteristics of a Drill Command Voice:

- **Loudness:** The volume used in giving commands
- **Projection:** The ability of your voice to reach whatever distance is desired without undue strain
- **Distinctness:** Clear enunciation
- **Inflection:** Change in pitch of the voice
- **Snap:** Extra voice quality that demands immediate response - expresses confidence and control

904 - Drill Terminology:

DCID:

- **Dress:** Alignment of elements side by side or in line while maintaining proper interval
- **Cover:** Cadets aligning directly behind the person to their immediate front while maintaining proper distance
- **Interval:** The space between cadets placed side by side - a normal interval is an arm's length
- **Distance:** The space between cadets (40 inches) as measured from their chests to the backs of the cadet to their immediate front while in formation

Other Terms:

- **Element:** The basic formation - the smallest drill unit comprised of at least 3 but usually 8 to 12 cadets, one of whom is designated as the element leader
- **Flight:** At least two but not more than four elements
- **Alignment:** Dress and cover
- **File:** A single column of cadets place one behind the other
- **Rank:** A single line of cadets placed side by side
- **Flank:** The extreme right or left (that of the troops) side of a formation
- **Step:** The distance measured from heel to heel (24 inches) between the feet of an individual marching
- **Pace:** A 24 inch step - this is the length of a full step in quick time
- **In Column:** The arrangement of units side by side with element leaders at the head
- **In Line:** The arrangement of units one behind the other with the element leaders at the extreme right flank
- **Quick Time:** The rate of marching 100 to 120 steps, 24 inches in length, per minute
- **Half Time:** The rate of marching 100 to 120 steps, 12 inches in length, per minute
- **Mark Time:** Marching in place at 100 to 120 steps per minute, raising feet 4 inches
- **Slow Time:** The rate of marching at 60 steps per minute (used in funeral ceremonies)
- **Double Time:** The rate of marching 180 steps, 30 inches in length, per minute
- **Adjutant's Cadence:** 140 steps per minutes

30 STEP DRILL EVALUATION SHEET

Student Name and Period _____

COMMANDS		VOICE (For Commanding Only)		FLIGHT UNITY (For Commanding Only)	
1 - Fall In	GO/NO GO	1. LOUDNESS	GO/NO GO	1. Movements performed in unison?	GO/NO GO
2 - Open Ranks, March	GO/NO GO	b. Adjusted for Distance		2. Proper leader position during movements?	GO/NO GO
3 - Ready Front	GO/NO GO	c. Not strained		(Was Flt CC within proper distance of the flight?)	
4 - Close Ranks, March	GO/NO GO	2. PROJECTION	GO/NO GO	3. Proper execution of flight movements	GO/NO GO
5 - Present, Arms	GO/NO GO	a. Focused voice		In stationary positions?	
6 - Order, Arms	GO/NO GO	b. Cadence		(Did flight show "snap" in their movements?)	
7 - Parade, Rest	GO/NO GO	3. DISTINCTION	GO/NO GO	4. Proper execution of flight movements while marching?	GO/NO GO
8 - Attention	GO/NO GO	a. Effective		(Did flight show "snap" in their movements?)	
9 - Left, Face	GO/NO GO	b. Enunciated		5. Proper sequence of movements? (i.e., Sizing Flight)	GO/NO GO
10 - About, Face	GO/NO GO	4. INFLECTION	GO/NO GO	("As you were," called when appropriate and if necessary?)	
11 - Forward, March	GO/NO GO	a. Rising on Prep Cmd		6. Calling Cadence?	GO/NO GO
12 - Right Flank, March	GO/NO GO	b. None on Cmd of Ex			
13 - Left Flank, March	GO/NO GO	5. SNAP	GO/NO GO		
14 - Column Right, March	GO/NO GO	a. Confidence			
15 - Forward, March	GO/NO GO	b. Decisiveness			
16 - To the Rear, March	GO/NO GO	c. Demands Immediate Response			
17 - To the Rear, March	GO/NO GO				
18 - Column Right, March	GO/NO GO				
19 - Forward, March	GO/NO GO				
20 - Eyes, Right	GO/NO GO				
21 - Ready, Front	GO/NO GO				
22 - Column Right, March	GO/NO GO				
23 - Forward, March	GO/NO GO				
24 - Change Step, March	GO/NO GO				
25 - Column Right, March	GO/NO GO				
26 - Forward, March	GO/NO GO				
27 - Flight, Halt	GO/NO GO				
28 - Left, Face	GO/NO GO				
29 - Right Step, March	GO/NO GO				
30 - Flight, Halt	GO/NO GO				

OVERALL ASSESSMENT RATING

COMMANDS (23 of 30 "GO" ratings)	GO/NO GO	VOICE (3 of 5 "GO" ratings)	GO/NO GO	FLIGHT UNITY (4 of 6 "GO" ratings)	GO/NO GO
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RATING

SECTION 10 Supplemental Page

Women's Grooming Standards

Authorized



Unbraided Single Ponytail/Pull-through Ponytail Style/Braided Ponytail



Braided Ponytails/Multiple Braids in a Single Ponytail



Pulled back secured and does not exceed 6 inch radius



Pulled back secured and does not exceed 6 inch radius



Two Braids Looped Underneath/Two Braids



Not Authorized



Exceeds Length Requirement



Ponytail Fasten on the Crown of Head.

Men's Grooming Standards

NEW 26 May 22

Mustache guidance for men is as follows: No portion of the mustache will extend below the lip line of the upper lip. The mustache will not go beyond a horizontal line extending across the corners of the mouth and no more than 1/4 inch beyond a vertical line drawn from the corner of the mouth.



Sideburns



Mustache



Mustache will not go beyond a horizontal line extending across the corners of the mouth and no more than 1/4 inch beyond a vertical line drawn from the corner of the mouth.

New 2021 PFT standard charts

Endurance run/walk

Male					
Effective Date: 01/01/2010					
Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
100	5:40	4:30	4:42	4:49	4:46
95	6:25	6:01	5:50	5:40	5:35
90	6:39	6:13	6:07	5:56	5:57
85	6:50	6:26	6:20	6:08	6:06
80	7:00	6:33	6:29	6:16	6:14
75	7:11	6:45	6:38	6:25	6:23
70	7:20	6:59	6:48	6:33	6:32
65	7:29	7:09	6:57	6:44	6:40
60	7:41	7:19	7:06	6:50	6:50
55	7:55	7:29	7:16	6:58	6:57
50	8:06	7:44	7:30	7:10	7:04
45	8:17	7:59	7:39	7:20	7:14
40	8:35	8:13	7:57	7:35	7:24
35	8:54	8:30	8:08	7:53	7:35
30	9:10	8:48	8:29	8:09	7:52
25	9:23	9:10	8:49	8:37	8:06
20	10:02	9:35	9:05	8:56	8:25
15	10:39	10:18	9:34	9:22	8:56
10	11:43	11:22	10:10	10:17	9:23
5	12:47	12:11	11:25	11:49	10:15
0	24:12	18:10	21:44	20:15	16:49

Female					
Effective Date: 01/01/2010					
Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
100	5:42	5:00	5:51	5:50	6:20
95	7:21	7:20	7:25	7:26	7:22
90	7:49	7:43	7:52	7:55	7:53
85	8:13	7:59	8:08	8:23	8:15
80	8:29	8:20	8:24	8:39	8:34
75	8:49	8:36	8:40	8:50	8:52
70	9:09	8:50	8:55	9:11	9:15
65	9:30	9:09	9:09	9:25	9:33
60	9:50	9:27	9:23	9:48	9:51
55	10:07	9:51	9:37	10:09	10:08
50	10:23	10:06	9:58	10:31	10:22
45	10:57	10:25	10:18	10:58	10:43
40	11:20	10:51	10:40	11:15	11:05
35	11:40	11:10	11:00	11:44	11:20
30	12:00	11:36	11:20	12:08	12:00
25	12:29	11:52	11:48	12:42	12:11
20	13:01	12:18	12:19	13:23	12:40
15	14:10	12:56	13:33	14:16	13:03
10	14:49	14:10	14:13	16:03	14:01
5	16:10	15:44	15:17	18:00	15:14
0	20:45	20:04	24:07	21:00	28:50

Right-angle push-ups

Male

View All First 1 of 1 Last
Effective Date 01/01/2010

Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
95	51	47	50	59	60
90	41	41	44	46	56
85	39	40	42	44	53
80	35	37	40	41	50
75	35	32	37	40	46
70	31	30	35	36	44
65	30	28	34	34	43
60	28	25	32	32	41
55	26	24	31	30	40
50	24	24	30	30	37
45	21	22	30	29	35
40	20	21	27	28	34
35	20	20	25	25	30
30	18	18	25	25	30
25	16	18	24	25	27
20	12	15	21	23	25
15	11	13	20	22	23
10	9	11	18	20	21
5	4	7	15	15	20

Female

View All First 1 of 1 Last
Effective Date 01/01/2010

Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
95	25	25	34	32	29
90	22	21	23	26	28
85	21	20	20	24	25
80	17	19	20	22	22
75	17	15	20	20	20
70	15	12	18	19	19
65	14	11	18	16	18
60	13	10	16	15	17
55	12	10	15	13	16
50	11	10	15	12	16
45	10	9	15	12	15
40	10	8	13	12	15
35	8	5	11	11	14
30	7	5	11	10	12
25	6	5	11	8	11
20	5	5	10	5	9
15	4	3	7	4	7
10	3	2	5	3	5
5	2	1	2	1	2

Curl-Up

Male

View All First 1 of 1 Last

Effective Date 01/01/2010

Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
100	76	79	81	77	73
95	59	62	62	62	61
90	55	58	59	58	57
85	53	56	57	56	55
80	51	54	55	53	53
75	50	52	53	51	51
70	48	51	51	50	50
65	46	49	50	48	48
60	45	48	49	48	48
55	43	47	47	46	45
50	42	45	45	45	44
45	41	44	44	44	43
40	40	42	43	42	41
35	39	41	41	40	40
30	38	40	40	40	40
25	36	39	38	38	38
20	34	37	36	37	36
15	32	35	35	35	35
10	30	33	32	31	32
5	26	28	29	27	27
0	0	0	0	6	1

Female

View All First 1 of 1 Last

Effective Date 01/01/2010

Percentile	Age 13	Age 14	Age 15	Age 16	Age 17+
100	72	72	74	77	67
95	52	53	55	53	53
90	50	49	51	49	47
85	46	47	48	45	44
80	44	45	46	43	41
75	42	43	44	41	40
70	42	42	41	40	38
65	40	41	40	38	37
60	40	40	39	37	36
55	38	39	37	36	35
50	37	37	36	35	34
45	36	36	35	34	33
40	35	35	34	33	31
35	33	34	32	32	30
30	31	32	31	30	30
25	30	31	30	30	28
20	28	30	28	27	25
15	26	28	26	25	25
10	23	25	23	23	22
5	19	20	20	19	19
0	0	0	0	0	0

Military Time & Phonetic Alphabet:

Military = Civilian	Military = Civilian
0001 = 12:01 am	1300 = 1:00 pm
0100 = 1:00 am	1400 = 2:00 pm
0200 = 2:00 am	1500 = 3:00 pm
0300 = 3:00 am	1600 = 4:00 pm
0400 = 4:00 am	1700 = 5:00 pm
0500 = 5:00 am	1800 = 6:00 pm
0600 = 6:00 am	1900 = 7:00 pm
0700 = 7:00 am	2000 = 8:00 pm
0800 = 8:00 am	2100 = 9:00 pm
0900 = 9:00 am	2200 = 10:00 pm
1000 = 10:00 am	2300 = 11:00 pm
1100 = 11:00 am	2400 = 12 Midnight
1200 = Noon	

Phonetic Alphabet

A - alpha	N - november
B - bravo	O - oscar
C - charlie	P - papa
D - delta	Q - quebec
E - echo	R - romeo
F - foxtrot	S - sierra
G - golf	T - tango
H - hotel	U - uniform
I - india	V - victor
J - juliet	W - whiskey
K - kilo	X - x-ray
L - lima	Y - yankee
M - mike	Z - zulu

Arches requirements:

Supplement – Requirements to earn Arches: During the school year the following requirements must be met to earn an arch. The list below is from highest/lowest ranking of all current arches. Note that only one arch may be worn on the uniform in accordance with section 6, uniform Regulations. The SASI and ASI make final approval for any arch awarded. Students will wear the highest level arch awarded to them.

1. Leadership Arch: Awarded to members who served a full academic year as a Top 11 member, dedicated to their assigned duties, shown extraordinary leadership, and overall made a positive impact on the JROTC program.

2. Staff Arch: Awarded to members serving on Staff. Must attend 80 percent of all staff meetings and show dedication/good work ethics to all assigned duties.

3. Honor Roll Arch: Awarded to third year cadets who have a school cumulative unweighted GPA of 3.5+ for their first two years of high school.

4. Flag Detail (replaces Honor Guard) Arch: Awarded to reveille/retreat detail members who surpasses 40+ hours in posting/securing the colors within one school year, recommended by the color guard commander.

5. Sabre Guard Arch/Rifle Team Arch: Awarded for distinguished participation in at least three of all scheduled sabre team events and/or 3+ armed team events (same year).

6. Color Guard Arch: Awarded to cadets who performed eight or more Color Guard events

7. Drill Team Arch: Awarded to any 0 period cadet who participated in at least two drill inspection/regulation events and passed AFJROTC 30 Drill sequence as a “leader”.

Uniform Wear Sample Pictures Only: do not mix C/officer w/ C/enlisted ranks





Reserve Cadets:

1. Currently a Buena Park High School, AFJROTC, CA-946 cadet may be placed in a reserve status as directed by the SASI. It is at the SASI's discretion to consider a student's situation and determine if a reserve status is appropriate. Since each student's situations are different, the SASI will make a specific reserve plan that is appropriate and compensating to the individual without loss of program objectives.

Cadet OCP (male and female)

When earned, may be worn for 4th year cadets and leadership



1. T-Shirt. T-Shirt will be Desert Sand, Tan or Coyote Brown color.
2. The **American Flag patch (mandatory)** and will be **full color** (cloth), will be placed on right sleeve using Velcro attachment (centered at the top of the Velcro area).
3. Unit patch (optional) **full color**. If worn, will be placed on right sleeve using Velcro attachment (centered in the middle of the Velcro area).
4. Last Name and AFJROTC tapes. Letters are Spice Brown color (mandatory using Velcro attachment).
5. Grade insignia (officer or enlisted) (mandatory). The standard miniature blue/silver AFJROTC rank will be worn.
6. AFJROTC Patch (white, Lamp of Knowledge): **WHITE patch only (mandatory)**. Will be worn on left shoulder using Velcro attachment (centered in the middle of the Velcro area).
7. **Berets, ascots, and shoulder cords will not be worn with OCPs.**
8. OCP Coyote Brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing OCP boots. (Black boots will not be worn with OCPs)
9. Tan Rigger Belts maybe worn with OCPs.
10. OCPs may be bloused; the trousers will not extend below the third eyelet from the top of the boot.

AFJROTC Program:

1. Recruiting and retention are an important part of the AFJROTC program. Along with recruiting efforts the following list shows the benefits of the program and co-curricular activities.

BENEFITS TO TAKING AFJROTC CLASSES

- FREE PE CLOTHES (2 SHIRTS, SHORTS AND SWEATPANTS/SHIRT)
- AFJROTC classes are recognized as physical fitness or general elective credit
- Special Teams competitors authorized issue of new camouflage uniform w/ boots & accessories
- Learn to fly Phantom drones, Remote Control aircraft, build SEAPERCH submarines, & model rocketry and advanced model rocketry
- SPORTS, ACADEMIC, RIFLE, COLOR GUARD, MARKSMANSHIP AND SPECIAL TEAM
- COMPETITIONS
- FIELD TRIPS THIS YEAR: Ronald Reagan Museum, Rose Bowl Float decoration, L.A. Science Center, Nixon Library, etc.
- Fly a private airplane through the Young Eagles Association at Long Beach Airport
- Holiday family party, District Formal Military Ball, community parades
- Awards, ribbons, community medals, leadership opportunities to build your resume for college
- Students can earn community college credits and advanced promotions should he/she join the Armed Forces
- AEROSPACE ENGINEERING ACADEMY – JUNIORS/SENIORS ONLY; HONORS CLASS
G ELECTIVE
- Academic Bowl
- Stellar Xplorers
- Raider Teams (athletics)
- Kitty Hawk Air Society
- Cadet Leadership Camp

2. Participation in these events is simple. Some are by try-out, first to return parent permission slips, and/or earning by showing maturity and dedication to the AFJROTC program. All programs listed above are advertised and explained in detail by each Instructor. However, at any time, just ask an Instructor more details, times, dates, and how to apply for each program. Also, you can refer to the cadet Co-Curricular guide Chapter 4. For a current e-copy, please ask an Instructor.

FINAL COMMENTS

We are preparing you for life's expectations as an adult.

THINGS NEVER TO BE SAID

I can't..... (Yes, you can! Maybe you are just not there yet.)

I forgot..... (Is not an excuse, just a way of saying I refuse to take responsibility for my own actions. Use a planner or write a note!)

I don't know..... (Ask someone or do some research!)

It's not my fault..... (Accept responsibility for your actions!)

I did not put it there..... (Who cares! We work together in society)

THINGS TO THINK ABOUT

Who is going to look out for you when your current support system no longer exists?

Be on-time, prepared, and participate!

Wear your JROTC Uniforms, including PT clothes. We function better as a team and not as individuals.

Stop making excuses and start making good decisions. Plan ahead, take action, and be an advocate for your own success.

Decisions, Consequences, Responsibility, and Accountability!

It ALL starts with Attitude!

"If you think you can or you think you can't, either way you are right"!

"Integrity" is doing what is right even when no one is watching!

Lastly--"The choices you make today dictate the life you lead (your future)"