MADISON SOUTHERN HIGH SCHOOL

KY 20002

Cadet Guide V12 1 August 2024

FOREWORD

Welcome to the KY-20002 Air Force Junior Reserve Officers Training Group (AFJROTC).

This cadet guide is designed to help you learn and maintain the high standards that will prepare you for active participation and leadership within the Group. It tells you what you need to know to be successful not only in AFJROTC at Madison Southern High School but in the challenges that face you after your time here. It stresses the need to develop and maintain habits of orderliness, self-reliance, self-discipline, and PRIDE. This guide pertains to all cadets in the KY-20002 Cadet Group. In order to be successful in this program, you must read this guide, study its contents, and know not just what the words say, but what they mean!



KY-20002 visits Washington DC

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**Note: significant changes will be highlighted by a black bar on the left margin

AFJROTC Cadet Creed

I AM AN AIR FORCE JUNIOR ROTC CADET
I AM CONNECTED AND FAITHFUL TO EVERY GROUP OF CADETS WHO SERVE THEIR COMMUNITY AND NATION WITH PATRIOTISM.

I EARN RESPECT WHEN I UPHOLD THE CORE VALUES OF INTEGRITY FIRST, SERVICE BEFORE SELF, AND EXCELLENCE IN ALL THAT WE DO.
I WILL ALWAYS CONDUCT MYSELF TO BRING CREDIT TO MY FAMILY, SCHOOL, GROUP 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 RESPONSIBLE FOR THEIR ACTIONS AS WELL.

I WILL HONOR THOSE I SERVE WITH, THOSE WHO HAVE GONE BEFORE ME, AND THOSE WHO WILL COME AFTER ME.
I AM A PATRIOT, A LEADER, AND A WINGMAN DEVOTED TO THOSE I FOLLOW, SERVE, AND LEAD

I AM AN AIR FORCE JUNIOR ROTC CADET
AND I WILL NOT FAIL!!

The U.S. Air Force Song

Off we go into the wild blue yonder,
Climbing high into the sun;
Here they come zooming to meet our thunder,
At ‘em now, Give 'em the gun!
Down we dive, spouting our flame from under,
Off with one helluva roar!
We live in fame or go down in flames. Hey!
Nothing'll stop the U.S. Air Force!

Chapter 1
INTRODUCTION TO AIR FORCE JUNIOR ROTC

1.1. **Mission**. The mission of the Air Force Junior Reserve Officers Training Group (AFJROTC) is to "Develop citizens of character dedicated to serving their nation and community."

1.2. **Goal.** The goal of the AFJROTC program is to instill in students the values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment.

1.3. **Objectives.** The objectives of the AFJROTC program include helping cadets develop:

- A high degree of personal honor, self-reliance, and leadership.
- Patriotism and an understanding of their personal obligation to contribute to their nation.
- Habits of orderliness and precision.
- An interest in excelling in high school and pursuing higher educational goals or skills.
- A broad-based knowledge of the aerospace age and fundamental aerospace doctrine.
- Basic military skills (Drill and Ceremony).
- Knowledge of and appreciation for the traditions of the Air Force.
- An understanding of the Air Force and other military branches as possible career paths.

1.4. **Core Values.** The Air Force Core Values are: Integrity First; Service Before Self; and Excellence In All We Do.

1.5 **Cadet Honor Code.** All members of the AFJROTC program are expected to uphold the values of **Integrity, Respect, and Responsibility**. These values embody the standards of conduct for students, leadership, and instructors as members of the AFJROTC Community. These values are defined as:

- Responsibility: Accepting ownership for one's conduct in the classroom, in the field, on social media, or anywhere else where a cadet represents the MSHS AFJROTC program.
- Cadets do not lie, cheat, or steal. This includes plagiarism (copying someone else's work and claiming it as your own.) **WE DO NOT TOLERATE ANYONE ELSE WHO DOES!!**
- Bullying, (including social media posts) hazing, or any other behavior by a cadet that belittles, or threatens the physical, mental, or emotional well-being of another cadet **WILL NOT BE TOLERATED!!** Cadets are expected to solve their differences in a professional manner. If this cannot be achieved, use your chain of command, or see your instructor(s).

1.6 Curriculum. The Aerospace Science (AS) course introduces the historical, scientific, and technical aspects of air and space. Leadership Education (LE) provides information and experiences to develop good citizens. A good citizen is self-disciplined, accepts responsibility for his/her actions, has excellent communication skills, and is a cheerful and willing team member. LE also includes: wearing the Air Force uniform, the proper use of Air Force customs and courtesies, participating in drill and ceremonies, giving and receiving instructions, and acting as leaders and members of the KY-20002 Cadet Group. You **DO NOT** incur a service obligation by participating in Air Force Junior ROTC! (This means you are NOT enlisting in the United States Armed Forces by taking this class!!)

1.7 Eligibility. To be eligible for participation in the Madison Southern High School (MSHS) AFJROTC Program, a student must be:

1.7.1 Enrolled in and currently attending MSHS. Cadets who leave MSHS are expected to return all issued equipment dry cleaned and ready for re-issue before a final grade will be posted.

1.7.2 Selected by the SASI/ASI in coordination with the Principal to ensure enrolled students meet acceptable standards. AFJROTC is an elective.

1.7.3 Capable of participating in the complete AFJROTC curriculum

1.7.4 A citizen of the United States

1.7.5 Physically capable and personally willing to actively participate in AFJROTC physical training. Cadets are considered physically fit if they are qualified for the MSHS regular physical education program.

1.8 Disenrollment. Disenrollment is an action of last resort, to be taken only after all attempted corrective actions have failed. If a student refuses to participate and persists in behaving in a manner that discredits him/herself and the AFJROTC Group (including violations of the Cadet Honor Code), the student may be dis-enrolled at the discretion of the SASI and with the concurrence of the principal.

1.9 Transfers. Students may transfer from Army, Navy/Marines, or other AFJROTC units with full credit for training already received.

1.10 Certificate of Completion. A Certification of Completion is presented to a senior cadet in good standing who has completed at least 3 years of the AFJROTC Program.

1.10.1 In order to gain the benefits of completing the AFJROTC Program, a cadet must have this certificate in their possession when enrolling in a college-level ROTC program or when enlisting in the United States Armed Forces.

1.10.2 If the AFJROTC cadet elects to enlist in the Armed Forces, the Certificate of Completion will allow enlistment in pay grade E-3 in the Army, Navy, or Air Force. Enlistment in the Marine Group will be in pay grade E-2. Advanced enlistment is at the discretion of each military branch. This provides for immediate monetary benefits. It also places the cadet ahead of other personnel

enlisting at the same time and, theoretically, makes the cadet eligible for promotion ahead of other enlistees who enter at the same time.

1.10.3 With the Certificate of Completion, the cadet may be excused from one year of the General Military Course of the college AFROTC Program. This privilege must be arranged with the Professor of Aerospace Science when enrolling at the college or university.

1.11 Certificate of Training. A Certificate of Training is presented to a senior cadet in good standing who completes 2 years of the AFJROTC Program.

1.11.1 With a Certificate of Training, the cadet may be excused from one semester of the General Military Course of the Senior ROTC Program. This privilege must be arranged with the Professor of Aerospace Science at the time of enrollment in the college or university.

1.11.2 At the discretion of the military branch, a cadet is eligible for advanced enlistment to the grade of E-2.



Members of the KY 20002 Color Guard Detail present the nations colors before a Varsity Basketball Game.

Chapter 2
CADET STANDARDS OF CONDUCT

2.1. Importance of Standards. AFJROTC enjoys high visibility within the school and the community; we expect our cadets to adhere to higher standards than might normally be found among the student population. What the students and staff of Madison Southern High School think of AFJROTC is a direct reflection of YOUR professionalism. In short, you and your actions and behavior represent not only you but your instructors and your fellow cadets in your AFJROTC family as well.

2.2. Conduct While in Uniform. No other program at MSHS has a uniform that stands out the way the AFJROTC one does. How you carry yourself while in the uniform is a direct reflection of you and your program.

2.2.1. Uniforms will only be worn on a uniform day during school or while traveling to or from, or while participating in official AFJROTC activities.

2.2.2. Cadets will not engage in **any** public display of affection while in uniform, while traveling with the program, or during any event sponsored by Madison Southern High School AFJROTC.

2.3. Inappropriate Behavior

2.3.1. All cadets are expected to comply with the Madison County Code of Acceptable Behavior and Discipline as described in the Madison Southern High School Student Handbook.

2.3.2. Hazing, defined as the practice of directing someone of lesser rank to perform a humiliating act that entails the surrender of dignity and self-respect or a hazardous act that exposes one to physical danger or bodily harm, is strictly forbidden. Requiring cadets to perform push-ups or any other physical activity as punishment is also forbidden.

2.3.3. Harassment, such as improper or abusive language, and coercion of lower-class cadets for personal gain are strictly forbidden. Misuse of authority will not be condoned or tolerated and may result in removal from a said position of authority and removal from the program.

2.4. Classroom Procedures.

2.4.1. At the beginning of each class, cadets will stand at "parade rest" behind their assigned chair. Parade rest does not include talking. Cadets will not take their seats until instructed to do so by the SASI or ASI. Cell phones will not be in use or visible.

2.4.2. The Flight Sergeant will check flight attendance and report the result to the Flight Commander. If the Flight Commander is absent, the Flight Sergeant will replace them, and alternates will fill in as needed.

2.4.3. The Flight Commander will call the flight to "attention." Classroom instruction will not begin until all cadets are standing at attention behind their chairs.

After the Flight Commander has reported to the instructor and rendered a proper hand salute, the instructor will say "Be at ease, take your seats" or words to that effect. *Promptness is an objective of the program and all cadets are expected to be at parade rest, behind their chairs before the tardy bell rings.*

2.4.4. In the event the instructor is delayed, the Flight Commander may, at their discretion, seat the flight. Once seated the Flight Commander will give the command "Flight Attention" when the SASI/ASI enters the room. Cadets will then rise and assume the position of attention until told to "take your seats" by the SASI/ASI.

2.4.5. Cadets who enter the class after the tardy bell will delay reporting to class until the SASI/ASI has received the class report. At that time, the tardy cadet will report to the flight commander and request permission to join the class by saying "Sir, Cadet (last name) requests permission to join the class." After receiving permission from the flight commander (or their designated representative) any excuse slip will be given to the instructor at that time.

2.4.6. Each cadet is expected to obey the following rules while in the AFJROTC classroom:

2.4.6.1. Bring a pen/pencil and paper to every class. Place your backpack on the ground beside your chair or under the table in front of you.

2.4.6.2 Be a participant in the class. If you are struggling to stay awake, you will stand up at the back of the classroom. You cannot absorb the material being presented if you are asleep.

2.4.6.3. Cell phones will either be placed face down on the table in front of you or your backpack. CELL PHONE USE IS STRICTLY FORBIDDEN DURING CLASS AND MAY RESULT IN THE PHONE BEING TAKEN UNTIL CLASS ENDS.

2.4.7. When an administrator enters the classroom, the first cadet that notices should call the room to attention.

2.5. Military Courtesy. We expect you to learn to say "Yes or No, Sir/Ma'am" to instructors. Cadets will be addressed as "Cadets". Cadets who are senior to you will be addressed as "Cadet/Rank" (ex "Cadet Colonel" or "Cadet Staff Sergeant"). This encourages AFJROTC Cadets to learn the rank structure and affords those who have earned a higher rank the honor of being addressed by their earned rank. Make every effort to use the "Cadet Rank designator". Civilians visiting the class are to be addressed as "Mr., Mrs., or Ms. (last name)." Military personnel are to be addressed by their rank or as "Sir/Ma'am."

2.6. Reporting Procedures. Any cadet who has been told to report to the instructor's office will observe the following procedures: Cadets will stop at the door, KNOCK ONCE, stand at parade rest, and wait for permission to enter. Once the instructor gives

permission to enter, the cadet will move to a position directly in front of and one step away from the center of the instructor's desk. They will come to attention, salute, and say "Sir, cadet (last name) reports as ordered." Cadets will hold their salute until the instructor returns it and then remain at attention until told otherwise by the instructor. Once they are dismissed, cadets will take one step back, salute, and say "Will that be all, sir/ma'am?" The instructor should say "That will be all" and return the salute, then the cadet will execute an ABOUT FACE and leave the office.

2.7. Cadet Responsibilities. Each cadet will agree to abide by the rules and regulations of the MSHS AFJROTC Program and further agrees to accept responsibility for the proper care and maintenance of ALL issued uniform items, textbooks, and any other assigned equipment. Students are expected to sign for all issued items and return the issued items at year's end or BEFORE being released from the program if not at the end of the school year. **Failure to return items on time, clean, and in good order WILL result in Charges being placed on the cadet's account and may result in the loss of senior year privileges including the prom, senior trips, and walking during the graduation ceremonies.**

2.9. Flight of the Month

2.9.1.1. The Flight that has the highest score as determined by the Flight of the Month spreadsheet may be awarded the Flight of the Month. This award may be affected by decisions made by the SASI and ASI having to do with Flight conduct, additional criteria, (which will be announced by your instructors in advance of any points being added or taken away from a flight scores) and other unforeseen situations. Flight commanders will be notified if any of these situations arise and invited to speak with the SASI, ASI, Group Commander, and/or Group Vice before a final decision is made. This may delay the awarding of Flight of the Month until all parties have an opportunity to speak with the Command Element and the SASI/ASI have a chance to evaluate all the information received.

2.9.1.2. The Flight which wins Flight of the Month will receive benefits, privileges, or bonuses which will be determined by the start of the school year.

2.9.2. Flight of the Year

2.9.2.1 The Flight that wins the most monthly awards **may** be awarded the Flight of the Year. This award may be affected by decisions made by the SASI and ASI having to do with Flight conduct or additional criteria which will be announced by your instructors in advance of any points being added or taken away from a flight scores. This Flight will also be recognized at the Group Annual Awards event and will be awarded the "Outstanding Flight" Ribbon for display on their Blue Uniform Ribbon Rack.

Chapter 3
CLOTHING AND EQUIPMENT

3.1 Protecting Government Property. Protecting government property is each cadet's responsibility. Uniform items, AFJROTC textbooks, computers, are equipment items loaned to you by the Air Force. Other items of equipment belong to or are the responsibility of Madison Southern High School. Each item of the uniform and equipment must be accounted for at all times.

3.2. Custody Receipt. You will sign a Custody Receipt form for individual items of uniform and equipment when you receive your uniform. You are then responsible for each item you receive. If you lose an item or willfully or negligently destroy it, you <u>will</u> be required to pay for it. Failure to return items on time, clean, and in good order can result in the loss of senior year privileges including the prom, senior trips, and walking for graduation ceremonies.

3.3. Responsibilities. Each cadet will receive one complete uniform with all accessories and insignia. You must understand that all issued items must be returned or paid for before the end of the school year unless you have special permission because of summer AFJROTC activities. You are responsible for returning uniforms dry-cleaned, in the appropriate bag, with tickets attached. If you have specific reasons why you are unable to do this, please see the SASI/ASI as soon as possible. Assistance may be available on a case-by-case basis. Cadets who purchase optional uniform items should maintain them in the same manner as issued items. AFJROTC uniforms are to be worn only at prescribed times for AFJROTC activities unless special permission is granted by the SASI/ASI (weddings, funerals, etc.). Each cadet must immediately report any item that is lost, stolen, or damaged to the SASI/ASI so that the necessary steps can be undertaken to replace the item.

3.3.1 You are responsible for the uniform issued to you. Maintain positive control of your uniform at all times. Please avoid the following situations:

- Leaving uniform items in unlocked lockers or unattended in other places in the school.
- Leaving uniform items in the AFJROTC classroom or supply room!
- Loaning uniform items to other cadets or persons.
- Leaving your uniform in the care of others.

3.3.2. Be alert for uniform or equipment items left or misplaced by another cadet. Turn in such items to the SASI/ASI.

3.4. Access to the supply room is controlled by logistics personnel and the SASI/ASI. An Entry Access List (EAL) is posted by the door. If you are not on the EAL DO NOT enter unless accompanied by a flight or group logistics officer, or the SASI/ASI. If you are not on the posted access list and are found in the

supply room, unescorted you **will** receive appropriate consequences/progressive discipline.

3.5 Wear of the Air Force ROTC Uniform

3.5.1 Each week, on the designated uniform day (most weeks it will be Tuesday), each cadet will be inspected to make sure that they are wearing the uniform properly and with pride. For this, *Chapter 7 Uniform Awards, Operational Supplement* is the driving instruction. All of the informational diagrams that follow these paragraphs come from *Chapter 7.* It is very important that cadets review and know the elements in this supplement.

3.5.2 As a cadet, you are wearing a uniform that represents our affiliation with the United States Air Force and its long and proud history. This uniform is not a costume. Wear it with pride. You are the latest in a long line of men and women, some of whom have made the ultimate sacrifice of giving their lives in defense of this nation. Cadets are not to wear partial elements of the uniform. Uniform(s) and uniform items are to be worn on the designated uniform day only. Exceptions to this policy may be granted by the SASI or ASI on a case-by-case basis.

3.6. General Uniform Wear Rules

3.6.1 Professional conduct is **the standard** for the members of KY-20002. No less should be expected or tolerated. This is true all of the time but you are much more visible when in uniform. We stand out, both in the positive things we do, and the negative ones. Cadets should be aware that when they are in uniform, they represent the program, their instructor(s), and their fellow cadets.

3.6.2 Cadets **will not** engage in public displays of affection (PDA) (hugging, kissing, etc.) while in uniform. Cadets are also reminded that Madison Southern High School has specific rules in the student handbook (which each cadet has read and signed, signifying they understand the rules) governing this.

3.6.3. Cadets who are corrected by other cadets (especially those senior in rank) will respond in a professional, respectful manner. Failure to do so will be reported up the chain of command and to the SASI/ASI for possible further remedial action.

3.6.4 Tuesday of each week is the designated uniform wear day. Exceptions to this will be announced in advance by the SASI or ASI and will be posted in the daily lesson plan. Cadets who are absent on a uniform day with an approved parent note or doctors not shown in Infinite Campus may schedule a make-up day with the SASI or ASI. **Cadets who fail to wear the uniform on the designated day will receive a zero for that day, and a loss of 5 points on the re-grade (starting at 25 points instead of the full 30).** Cadets will need to schedule a make-up day with their instructor.

3.5.4 Cadets must wear the uniform **all day**. Exceptions must be approved in advance by the SASI or ASI. Any issue preventing a cadet from wearing the uniform all day must be communicated to the SASI or ASI in advance (in person or via email). **Cadets who fail to wear the uniform all day will also earn a uniform grade of zero**. Cadets who will miss their AFJROTC class are responsible for ensuring their uniform is inspected before leaving school. Cadets may request a uniform inspection before or after school or during lunch.

3.5.5 Cadets may remove the ABU/OCP top while in classes or in the lunchroom. However, cadets **WILL NOT** move between classes without their ABU/OCP blouse (on ABU day). Cadets observed doing this will be reminded if observed by another cadet, or may lose uniform points if observed by the SASI/ASI

3.5.6 If the windchill temperature is 32 degrees Fahrenheit or lower, cadets may wear a civilian jacket over their uniform, winter headgear, and gloves to and from school. Once a cadet arrives at school these civilian items may not be worn with your uniform. Please place them in your backpack or locker.

3.5.7 Only wear uniform items issued by the SASI/ASI. Authorized purchased items may only be worn after your SASI/ASI gives you written permission.

3.6 Glasses/Sunglasses: Eyeglasses and sunglasses will not be worn around the neck or on top/back of the head or exposed hanging on the uniform. Eyeglasses and sunglasses may have conservative ornamentation on non-prescription sunglasses or eyeglasses, frames may be black or brown material or gold or silver wire. Brand-name glasses may be worn with small logos on frames or lenses. The logo may contrast with frame color or lenses (conservative colors/small logos; black, brown, matte silver/gold). Conservative wrap-around sunglasses may be worn. Conservative, clear, slightly tinted, mirrored, or photosensitive lenses are authorized. Sunglasses (to include darkened photosensitive lenses) are not authorized in formation. Exception: Sunglasses are not authorized in formation, unless for medical reasons, e.g., PRK/Lasik surgery, and when authorized by a SASI on the advice of a medical official.

3.7 Jewelry

3.7.1 Earrings. Male cadets are not authorized to wear earrings while in uniform. Female cadets may wear small (not exceeding six mm in diameter) conservative (moderate, being within reasonable limits; not excessive or extreme) round or square white diamond, gold, white pearl, or silver earrings as a set with any uniform combination. If a member has multiple holes, only one set of earrings is authorized to be worn in uniform and will be worn in the lower earlobes. Earrings will match and fit tightly without extending below the earlobe unless the piece extending is the connecting band on clip

earrings. When not wearing earrings, male and female cadets are authorized to wear transparent piercing spacer(s) no larger than 6mm while in uniform. Piercing holes will not be large enough to permit light to shine through.

3.7.2 Body Piercings Cadets will not attach, affix, or display objects, articles, jewelry, or ornamentation to or through the ear, nose, tongue, or any exposed body part.

3.7.3 Rings. Airmen may wear a total of no more than three rings; wedding sets count as one ring when worn as a set. Rings will be worn at the base of the finger and may be worn on the thumb.

3.7.4 Watches and bracelets. Cadets May wear conservative wristwatches and medical identification bracelets no more than 1/2 inch wide. Cadets may wear POW/MIA/KIA bracelets, but ankle bracelets and "colored" cause bracelets are prohibited while in uniform. No rubber or fabric-type bracelets are allowed.

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

3.9.1 Cosmetic Tattooing. Tattooing for cosmetic purposes is authorized when directed by licensed, qualified medical personnel to correct a medical condition, illness, or injury for both men and women. When not medically directed, cosmetic tattooing is permitted for women if done to apply permanent facial makeup (i.e., eyebrows, eyeliner); the cosmetic tattooing must have a natural appearance and be conservative, moderate, within reasonable limits, not excessive or extreme, and in good taste.

3.10 Miscellaneous Articles such as wallets, pencils, pens, watch chains, pins, jewelry, handkerchiefs, cones, and sunglasses must not be worn or carried exposed while wearing the service uniform. Do not place objects on the epaulets of the uniform coats, shirts, or blouses.

3.11 Pockets. Keep all shirt and trouser pockets buttoned. Do not carry items in your shirt. pockets. Do not put your hands in your uniform pockets. Items in trouser pockets must not extend outside the pocket or be excessively bulky. Replace missing buttons promptly. See your Logistics personnel for replacement buttons.

3.12 Service Dress Uniform

3.12.1 Care of Blue Uniform Items.

3.12.1.1 The service dress coat, hat, tie/tab, slacks, and lightweight blue jacket must be dry-cleaned from time to time. **Do not machine wash these uniform items!** AFJROTC KY-20002 will pay for this service. See

your SASI/ASI for where to take these items for dry cleaning. This is considered proper care of your uniform. Do not crease the service dress jacket.

3.12.1.2 Shirt/Blouse: Machine wash the light blue service uniform shirt and iron it to present a crisp, wrinkle-free appearance.

3.12.2 Required Items Males: Service coat, trousers, blue shirt, tie, headgear, shoes, black socks, and required accessories. Females: Service coat, slacks, blue blouse, tab, headgear, shoes, and required accessories.

3.12.3 Proper wear of the blue uniform

3.12.3.1 Shirt The only creases on the shirt/blouse will be down the sleeves. You may crease the patches on the sleeves. The short-sleeved shirt/blouse may be worn with or without a necktie/tab. A necktie/tab is always worn with a buttoned collar. Undergarments and jewelry (necklaces) must not be visible at the neckline.

3.12.3.2 Tie Tie knots will be either single or double (full) Windsor knots. Ties shall never be tucked inside the shirt. Every Cadet must wear their issued blue tie or tie tab when wearing the service dress uniform. The tip of the tie must cover a portion of the belt buckle and cannot extend below the bottom of the belt buckle.

3.12.3.3 Trousers/slacks. Male and female. Must be worn on the waist.

3.12.3.4 Belt. The belt must be worn with trousers. Buckle should not be dirty, smudged, or scratched. Males: The silver tip end of the belt extends beyond the buckle to the wearer's left with no blue fabric showing between the silver tip and the buckle. Females: The silver tip end of the belt extends beyond the buckle facing to the wearer's right with no blue fabric showing between the silver tip and the buckle. “Gig” Line. Your gig line is formed by the edge of the shirt flap, the belt buckle, and the fly of your trousers or the center of the skirt. These points should always be aligned. Check your "gig" line frequently during the day.



Silver tip of belt extends to the wearer's right; no blue fabric should show.

3.12.3.5 Undershirt/undergarments Wear of the white V-neck style or athletic tank top undershirt when wearing opened collar service uniforms is mandatory. The undershirt will be tucked into the trousers/slacks/skirt. The undershirt must not have pockets.

3.12.3.6 Socks Mandatory. Must be plain black with no design and at least calf-high. No bare legs. Female cadets must wear hose or socks with slacks.

3.12.3.7 Footwear Plain, black standard-issue shoes. Shoes will be clean and should be polished.

3.12.3.8 Hats/headgear Will be worn anytime a cadet is outdoors. This includes the student parking lot and the school bus loading/unloading ramp. The flight cap is worn slightly to the wearer's right with the vertical crease of the cap in line with the center of the forehead and one inch above the eyebrows.





3.12.3.9 Rank Insignia -Worn on service coat, lightweight blue jacket, and blue shirt for the rank of Cadet Airman and above. Cadet officers will wear rank insignia on their hat and cloth shoulder boards (not collar rank) on the blue shirt. See page 55 of this guide for specific AFJROTC Ranks.

3.12.3.10 Name Tag/Ribbons The AFJROTC Program will order and purchase your 1st name tag. Lost nametags are the responsibility of the cadet to replace. The blue name tag is only for your shirts. Wear your silver name tag on the service dress jacket. Males: wear the name tag centered over the right breast pocket, resting on, but not over the pocket line. Females: wear the name tag on the right side of the blouse, centered horizontally between the buttons and the arm seam and vertically 1 1/2 inches above to 1 1/2, inches below the first exposed button.

Cadets will wear all authorized ribbons. Replace missing, dirty, torn or frayed ribbons, as soon as possible. See the SASI/ASI for replacement(s). **Ribbons will not be worn with medals.** Male cadets: wear the ribbons centered over the left breast pocket, resting on, but not over the pocket line. Female cadets: on the blouse, wear the ribbons centered on the left side, parallel with the ground, with the bottom of the ribbons even with the bottom of the name tag. On the service coat, females will wear the ribbons on the left side centered on, but not over the pocket welt.

3.13 Proper wear of the Airman Battle Dress (ABU) or Operational Camouflage Pattern (OCP) uniform

3.13.1 Undershirt/undergarments. Cadets will wear a desert sand (ABU), or coyote (OCP) t-shirt under the ABU/OCP blouse. The undershirt must not have pockets and must be tucked into the pants/trousers. For special team competitions (with SASI/ASI approval), cadets may wear approved special teams shirt without the blouse.

3.13.2 Pockets will be secured and items stowed in pockets will not be visible except pens stowed in the pen pocket on the sleeve. The top button of the ABU coat will not be fastened; however, all other buttons will be secured at all times.

3.13.3 Rank Insignia. Place cadet ranks on the ABU IAW Note 3 on page 21 of this Cadet Handbook (cadet ranks on the ABU image are misleading).

3.13.4 Sleeves. ABU/OCP sleeves may be worn either rolled up or down. Senior staff will decide and post the uniform requirements each week at least 1 day prior to uniform day.

3.13.5 ABU/OCP Pants/Trousers Secure ABU/OCP pockets and ensure items inside are not visible. Cadets must blouse ABU/OCP pants over their boots.

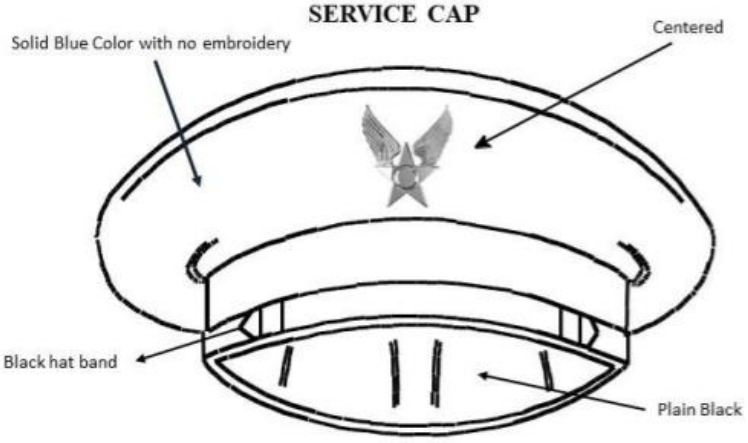
3.13.6 Belts. Cadets will wear only the issued belt with ABUs. No other belt is authorized.

3.14 Professional Citizen Attire (PCA) Professional Citizen Attire consists of an AFJROTC unit polo shirt, khaki pants or skirt, belt and nice shoes. The shirt must be tucked in at all times. PCA is authorized for wear only at the SASI's discretion and does NOT replace the standard uniform of ABU/OCPs

Attachment 7-3

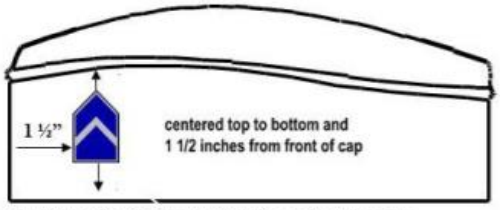
CADET MALE HEADGEAR

SERVICE CAP



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

FLIGHT CAP*



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

Attachment 7-4

CADET FEMALE HEADGEAR

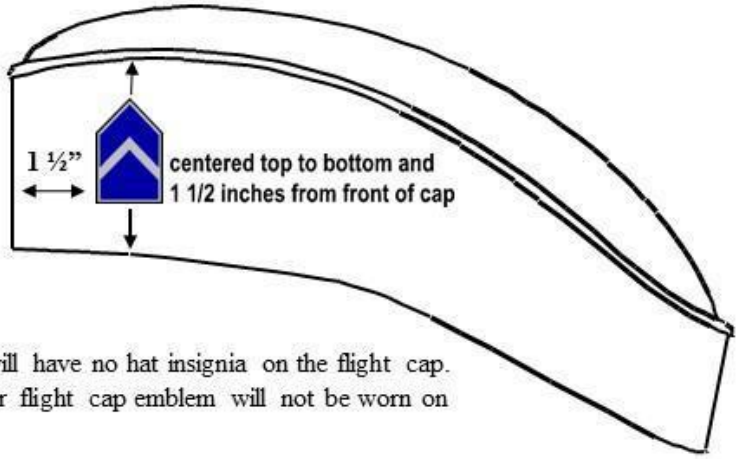
SERVICE CAP

Solid Blue Color with no embroidery



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

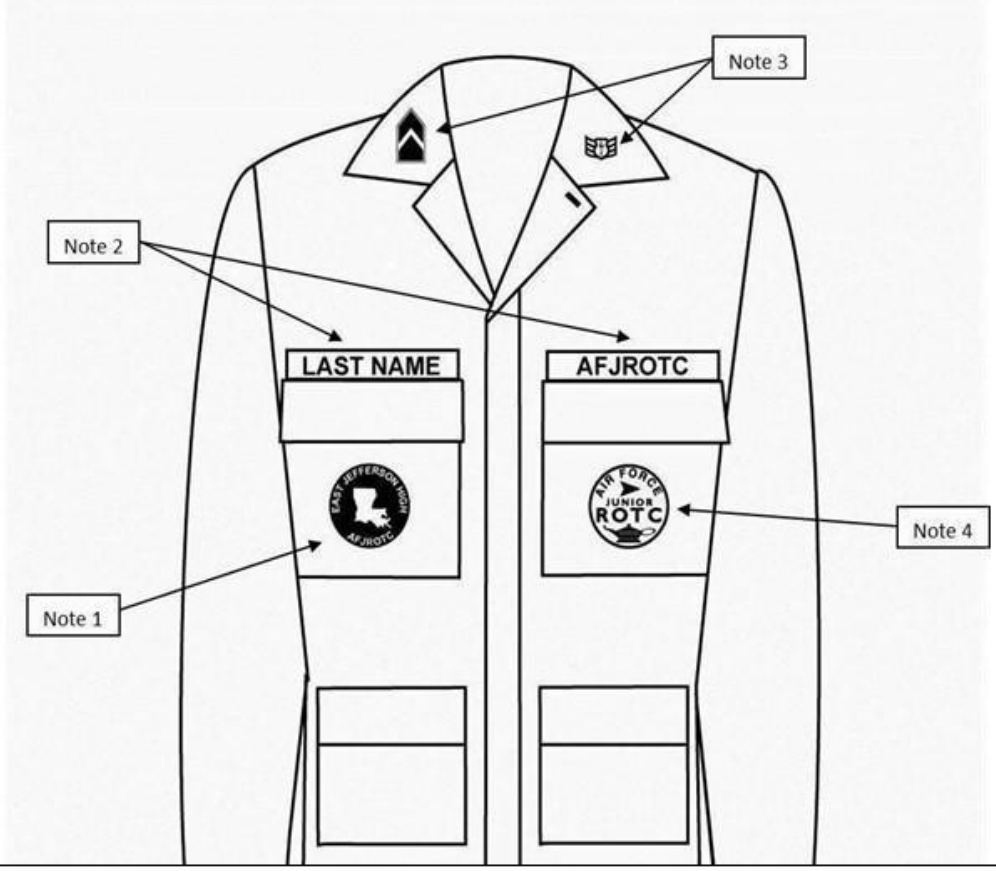
FLIGHT CAP*



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

Attachment 7-6

CADET ABU
Male and Female



1. Unit patch (optional). If worn, will be placed on right pocket and centered. (AF Funds may not be used to procure unit patches.)
2. Last Name and AFJROTC tapes. Letters are dark blue on digital camo background (mandatory). Tapes are grounded and centered on pockets. Name tape only may be held with Velcro to enable reuse/reissue to a different cadet.
3. Grade insignia (officer or enlisted) (mandatory). Will be worn on the left and right collars, centered 1-inch up from the bottom of the collar and parallel to the outer edge of the collar. Airman Basic have no collar insignia.
4. AFJROTC Patch (white, Lamp of Knowledge): **WHITE patch only (mandatory).** Will be worn on left pocket and centered.
5. **Berets, ascots, and shoulder cords will not be worn with ABUs.**
6. ABU sage green boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing ABU boots.

Attachment 7-7

CADET ABU HEADGEAR



Enlisted Cadets will not wear rank on the ABU cap.



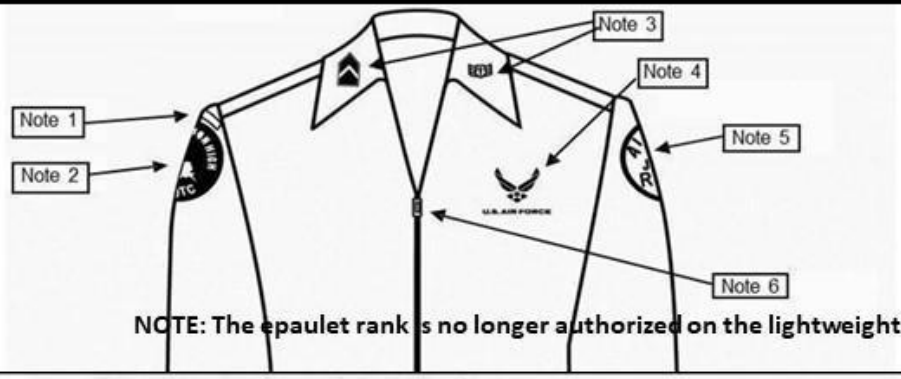
Officers will wear rank insignia on the ABU cap.

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

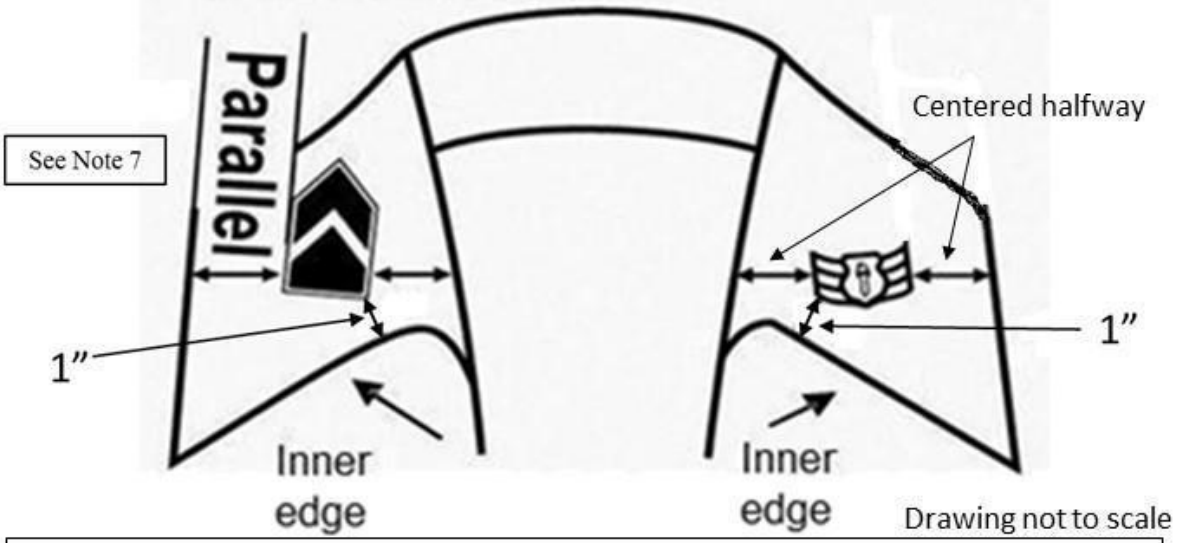
Exception is for Cadet Leadership Course (CLC) specific headgear that will ONLY be worn during the period of the CLC course.

Attachment 7-8

CADET LIGHT WEIGHT BLUE JACKET



NOTE: The epaulet rank is no longer authorized on the lightweight blue jacket.

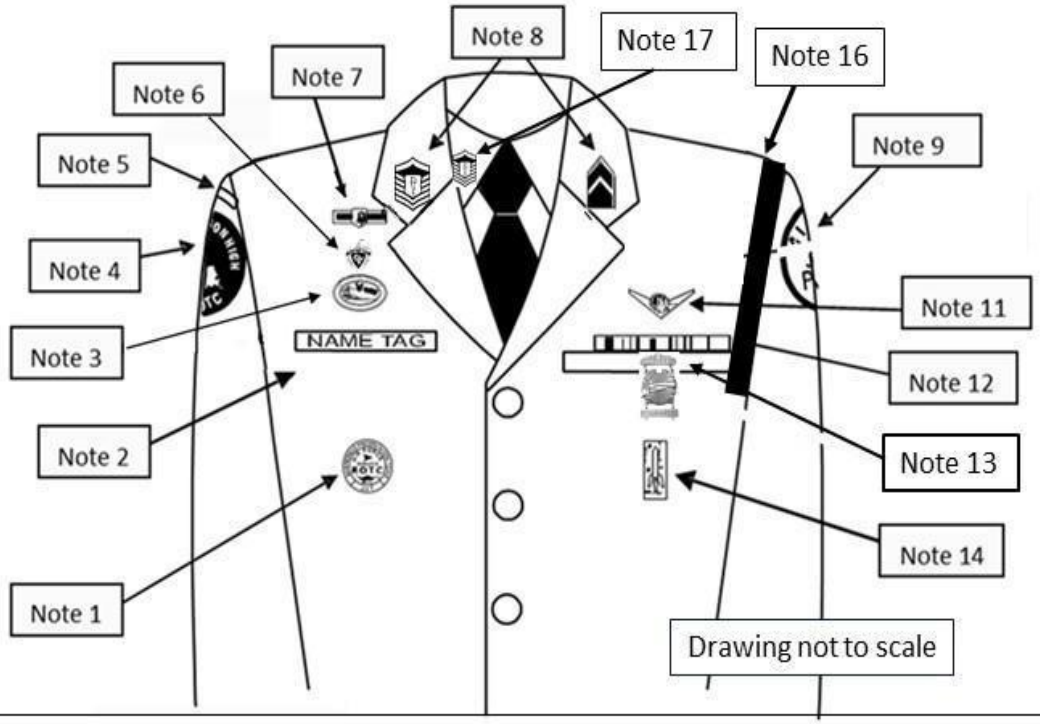


Drawing not to scale

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 ½ to 1 inch below shoulder seam and centered.
3. Grade insignia (officer and enlisted) will be worn on both lapels, mandatory. For placement see Note 7.
4. Optional item: center vertically between the shoulder seam and where the underarm side seam joins the armhole sleeve and center horizontally between the center zipper and the sleeve armhole seam. Per AFJROTCI 36-2010, para 6.1.1.10.1. The words "U.S. Air Force" must appear directly below the symbol, or units can choose to use "AFJROTC." Embroidery expenses must be at no cost to the Air Force.
5. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam
6. Jacket will be closed to at least the halfway point.
7. Center insignia horizontally on collar. Place 1 inch from bottom of collar and parallel to the outer edge of the collar.
8. Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the light weight jacket.
9. **Ascots and shoulder cords will not be worn on this uniform.**

Attachment 7-9

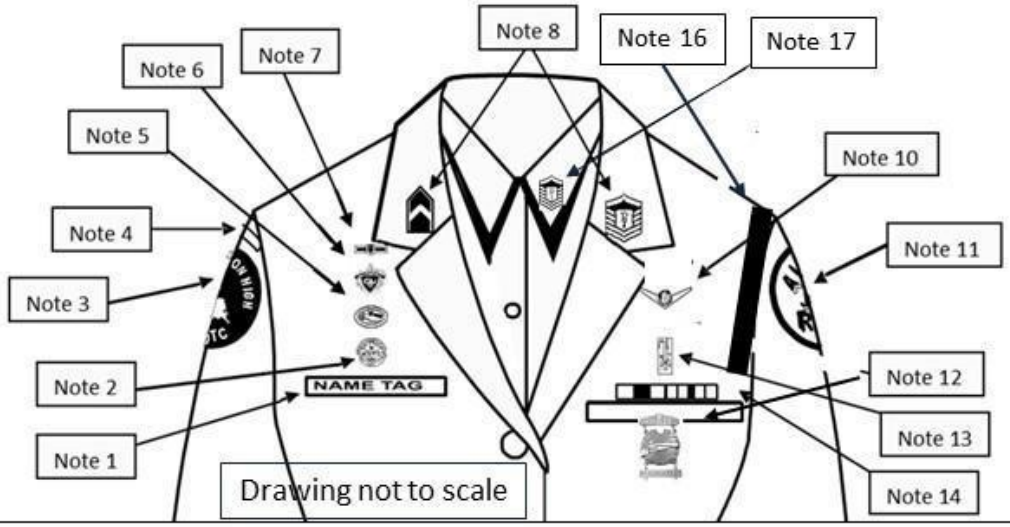
CADET MALE SERVICE DRESS



1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place ½ to 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 ½ 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 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 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.**

Attachment 7-10

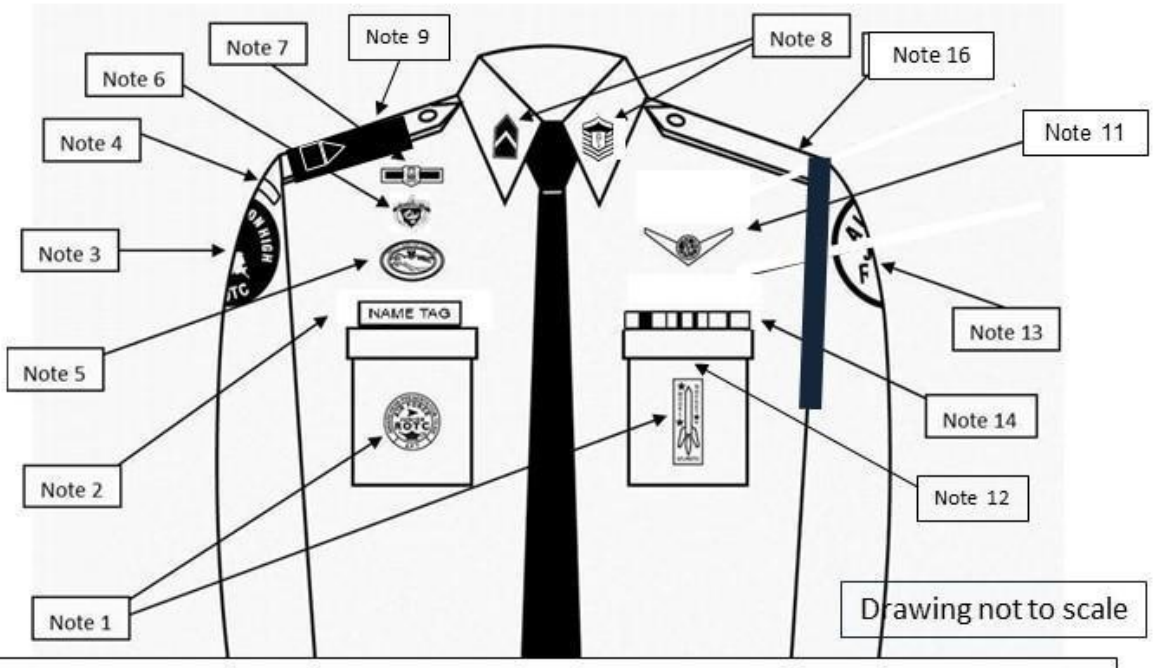
CADET FEMALE SERVICE DRESS



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 ½ 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 ½ 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 ½ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge , then the Awareness Presentation Team Badge and lastly the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
16. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder. 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.**

Attachment 7-11

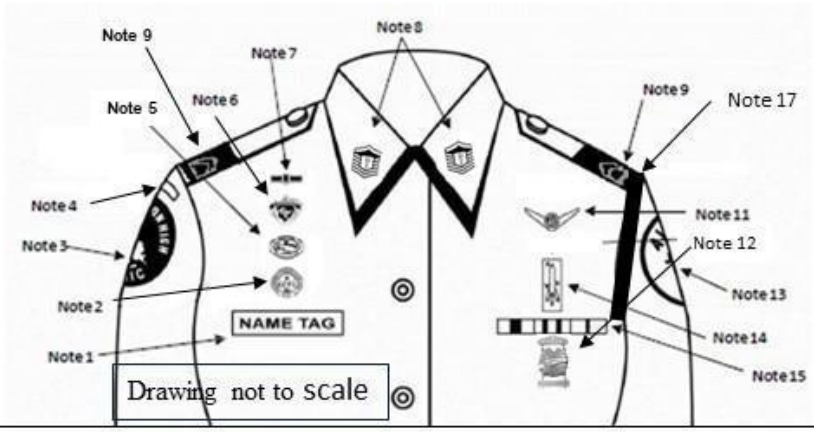
CADET MALE BLUE SHIRT



1. Awareness Presentation Team (APT) and Model Rocketry Badge are centered on the pockets on the appropriate sides as displayed above.
2. Name Tag: Mandatory wear. Blue Plastic with white letters. Must be grounded and centered over wearer's right pocket.
3. Unit patch. Centered ⅜ to 1 inch below the shoulder seam.
4. Shoulder tab. Centered between unit patch and shoulder seam. If no patch, then place 1 inch below shoulder seam.
5. Kitty Hawk Badge. See Note 15.
6. Aerospace Education Foundation (AEF) Badge. See Note 15.
7. Distinguished Cadet Badge. See Note 15.
8. Grade insignia, mandatory (officer and enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points towards the point of the collar. Officer top point of rank aligned with point of collar. Cadet/Amn Basic have no insignia of any kind on the collar.
9. Officers only. When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam. (Use larger male epaulets only).
10. Deleted
11. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 15 below.
12. Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
13. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ⅜ to 1 inch below left shoulder seam.
14. Ribbons are optional. Wear all, some or no ribbons earned. If worn, ribbons will be centered, resting on, but not over the edge of the pleated pocket on the wearers left.
15. Except marksmanship badges. First badge placed ½ inch above name tag or ribbons and is centered horizontally. Additional badges placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then AEF Badge, then Kitty Hawk Badge, and finally the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
16. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder under epaulet. May be solid or multi-colored.
17. **Medals (regardless of what type) are not authorized for wear on this uniform.**

Attachment 7-12

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.**

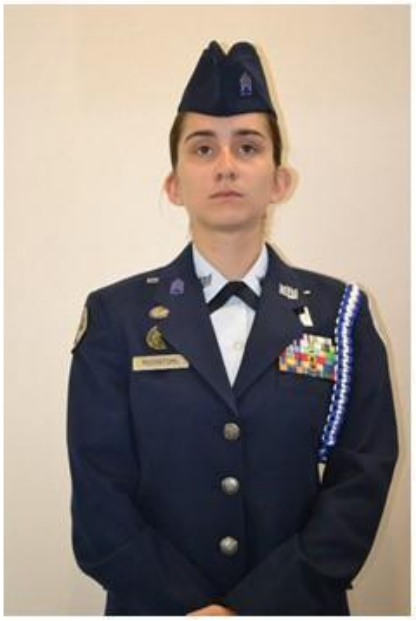
Attachment 7-16

Sample Uniform Pictures
Cadets will not wear both officer and enlisted rank on their uniforms … these are sample pictures only









Attachment 7-16 (continued)

Sample Uniform Pictures





Attachment 7-16 (continued)

Sample Uniform Pictures



Local Purchased PFT Gear



FEDMALL Purchased Air Force PTG

FEDMALL Purchased Air Force Sweat Shirt and Pants



3.15 Cadet Hair Instructions: The United States Air Force and the AFJROTC Program have long recognized that the grooming standards of members' hair is a personal matter and can often create distractions for members. See the SASI or ASI with specific questions.

3.15.1 Specific Female Hair Grooming Standards. No minimum hair length, to a maximum bulk of 4 inches from the scalp, and allows proper wear of headgear. Hair will end above the bottom edge of the collar and will not extend below an invisible line drawn parallel to the ground, both front to back and side to side unless pulled back and secured or worn in an authorized ponytail or equivalent or long braid(s). If hair is pulled back and secured behind the head, the radius will not exceed 6 inches from the point where the hair is gathered (i.e., no more than 6 inches to the left and 6 inches to the right, 12 inches total width; and 6 inches protruding from where hair is gathered) and must allow for proper wear of headgear. One or two braids or a single ponytail or equivalent may be worn down the member's back with length not extending below a horizontal line running between the top of each sleeve inseam at the underarm through the shoulder blades. The braid(s) or ponytail or equivalent cannot be worn over the shoulder or pulled in front of the body. They shall extend down the member's back. Figure 3.1 shows specific examples. Bangs, or side-swiped hair, may touch eyebrows but will not touch or cover eyes. When in doubt, assess the correct length of hair with the cadet standing in the position of attention. Exception: While wearing the Physical Training Gear (PTG), long hair will be secured but may have loose ends and may extend below a horizontal line running between the top of each sleeve inseam at the underarm through the shoulder blades.

3.15.2. Pinned-up hair should be styled in a manner that prevents loose ends from extending upward on the head. When hair is in a bun, the bun must be a single bun; all loose ends must be tucked in and secured. When hair is in a ponytail or equivalent, it must be a single ponytail or equivalent that does not extend below a horizontal line running between the top of each sleeve inseam at the underarm through the shoulder blades.

3.15.3. Locs, braids, twists, micro-braids, French braids, Dutch braids, and cornrows are authorized. Locs are defined as portions of hair that have been intentionally or unintentionally fused together to form a loc or locs. A braid or twist is two or more portions of interwoven hair. If adding additional hair, it must be a natural-looking color (similar to the individual's hair color) and conservative (moderate, being within reasonable limits; not excessive or extreme). Multiple locs, braids, twists, or cornrows may come together down the back in one or two braids or a single ponytail. Hair must not exceed length and bulk standards and headgear must fit properly. All locs, braids, and twists,

when worn, will be of uniform dimension, no wider than one inch, with natural spacing between the locs, braids, and twists, and must be tightly interwoven to present a neat, professional, and well-groomed appearance. When worn, multiple locs, braids, or twists shall be of uniform dimension, small in diameter (approximately ¼ inches), show no more than ¼ inch of scalp between the locs, braids, or twists, and must be tightly interwoven to present a neat, professional appearance. A braid/twist must continue to the end of the hair without design and following the contour of the head and may be worn loose or in a secured style within hair standards. Exception: Micro-braids or twists are not required to continue to the end of the hair. **Unauthorized Styles:** Mohawk, mullet, or etched design(s).

3.15.4. Hair accessories. If worn, hair accessories (e.g., fabric scrunchies, hairpins, combs, clips, headbands, elastic bands, barrettes, etc.) must match hair color. Black hair accessories are authorized regardless of hair color. Invisible hair nets are authorized; hairnets must match hair color. Hair must still comply with bulk and appearance standards. Headgear must fit properly. Headbands or fabric scrunchies will not exceed two inches in width. Ornaments are not authorized (i.e., ribbons, beads, jeweled pins).



Scrunchie



Hair Clips

Figure 3.1. Female Hair Style Examples



Braided Ponytails/Multiple Braids in a Single Ponytail



Pulled back secured and does not exceed 6 inch radius

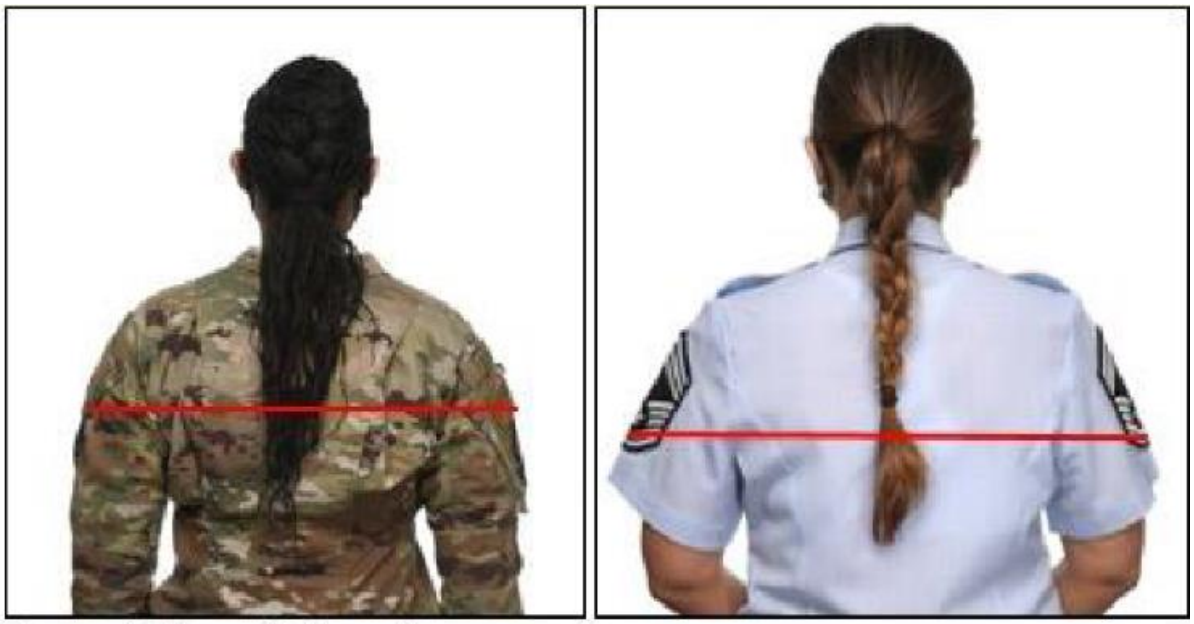


Pulled back secured and does not exceed 6 inch radius



Two Braids Looped Underneath/Two Braids

Figure 3.1 Unauthorized female ponytail examples

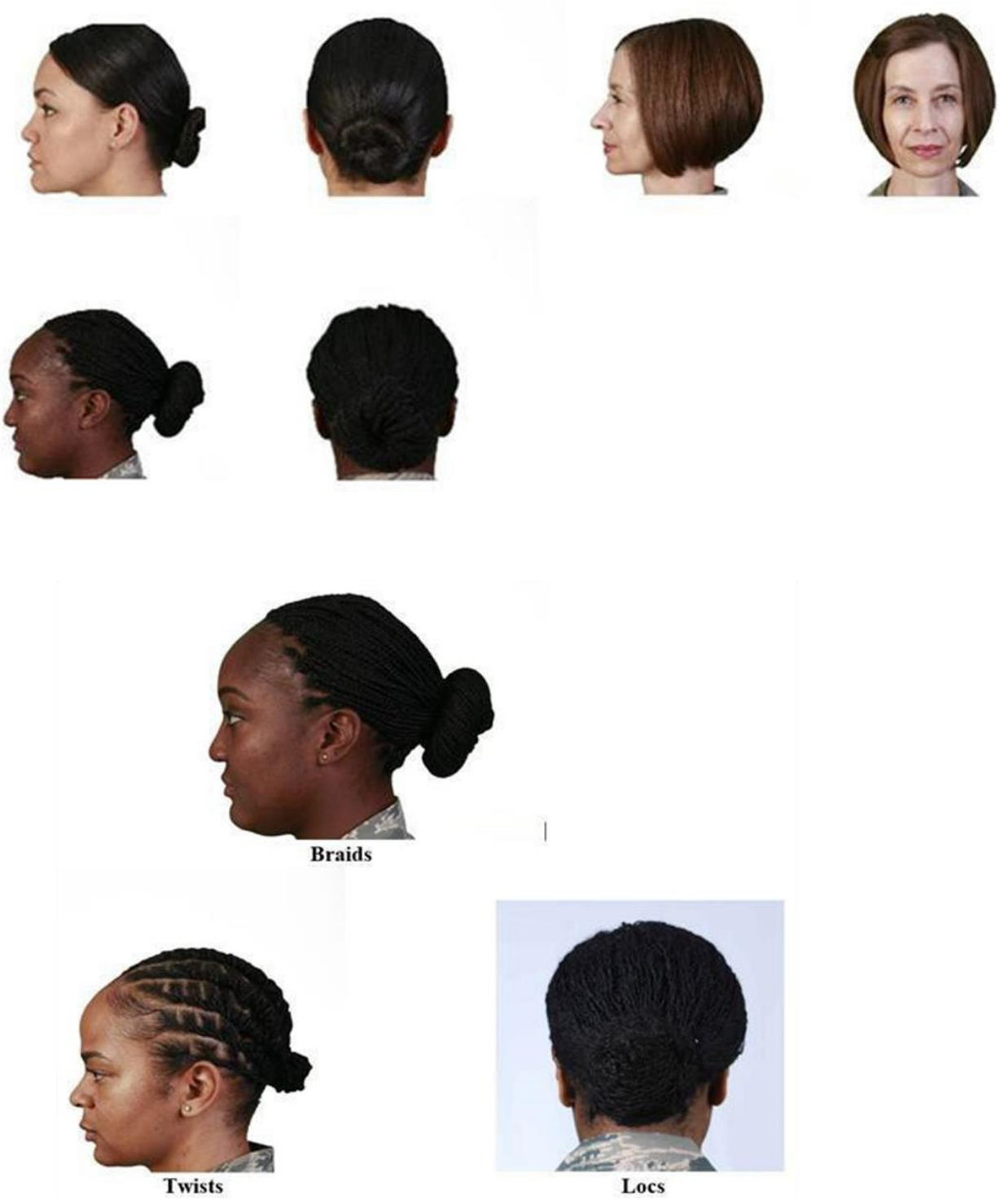


Exceeds Length Requirement



Ponytail Fasten on the Crown of Head.

Figure 3.1. Female Hair Style Examples





3.15.2 Specific Male Cadet Grooming Standards Tapered appearance on both sides and the back of the head, both with and without headgear. A tapered appearance is one that when viewed from any angle outlines the member's hair so that it conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists, or spiking. A block cut is permitted with a tapered appearance. Hair will not exceed **2 ½ inches in bulk**, regardless of length, and ¼ inch at the natural termination point, allowing only closely cut or shaved hair on the back of the neck to touch the collar. Hair will not protrude under the front band of headgear. Cleanly shaven heads, military high-and-tight or flattop cuts are authorized. Prohibited examples (not all-inclusive) are Mohawk, mullet, cornrows, dreadlocks, or etched shapes and/or designs. Cadets may have one (cut, clipped, or shaved) front to back, straight-line part, not slanted or curved, on either side of their head, above the temple. The part will not exceed 4 inches in length or ¼ inch in width. Men are not authorized to have hair extensions. See Figure 3.2

3.15.2.1. **Mustaches and beards.** Male Cadets may have mustaches; however, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and will not extend downward beyond the lip line of the upper lip or extend sideways beyond a vertical line drawn upward from both corners of the mouth. See Figure 3.2. Beards are not authorized unless for medical reasons when authorized by a medical official, or as authorized pursuant to a request for a religious accommodation. Beard wear authorized for religious reasons is governed by AFJROTCI 36-2001. When authorized for medical reasons, members will keep all facial hair trimmed not to exceed ¼ inch in length. Individuals granted a shaving profile may shave or trim their facial hair to present a neat, clean, professional image.

3.15.2.2. **Sideburns**. If worn, sideburns will be straight and even width (not flared), and will not extend below the bottom of the orifice of the ear opening. Sideburns will end in a clean-shaven horizontal line. See Figure 3.2

3.15.2.3 Males will be clean-shaven on days that uniforms are required to be worn. Points will be deducted from the cadet's uniform inspection score for failure to meet this requirement and will affect the cadet's overall flight score for Flight of Year Honors. Exceptions to this requirement will be for medical reasons only and will require a doctor's certification.

Figure 3.2 Male Hair Grooming Standards



3.15.3 Grooming standards applying to ALL cadets

3.15.3.1 Fingernails. Male Cadets are not authorized to wear nail polish. If worn by females, nail polish will be a single color that does not detract from the uniform, nor can the nail polish be extreme in color. Some examples of extreme colors include, but are not limited to, purple, gold, blue, black, bright (fire engine) red, and fluorescent colors. White-tip, French manicures are authorized. Fingernails must not exceed ¼ inch in length beyond the tip of the finger and must be clean and well-groomed. Fingernails must not interfere with the performance of assigned duties.

3.15.3.2. **Cosmetics.** Male Airmen are not authorized to wear cosmetics. Female Airmen may wear cosmetics; however, if worn, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and in good taste. Female Airmen will not wear shades of

lipstick that detract from the uniform, or that are extreme colors. Some examples of extreme colors include but are not limited to, purple, gold, blue, black, bright (fire-engine) red, and fluorescent colors.

3.15.3.3 Tattoos/Brands/Body Markings. For purposes of this instruction, a tattoo is defined as a picture, design, or mark made on the skin or other areas of the body by staining it with an indelible dye, or by any other method, including pictures, designs, or markings only detectable or visible under certain conditions (such as ultraviolet or invisible ink tattoos). A brand is defined as a picture, design, or other markings that are burned into the skin or other areas of the body. Body markings are pictures, designs, or other markings as a result of using means other than burning to permanently scar or mark the skin. Tattoos/brands/body markings will not be on the hands (except one ring tattoo on one finger on one hand), head, neck (anything visible above the open collar uniform), face, tongue, lips, eyes, and scalp. Tattoos/brands/body markings anywhere on the body that are obscene, commonly associated with gangs, extremist, and/or supremacist organizations, or that advocate sexual, racial, ethnic, or religious discrimination are prohibited in and out of uniform. Indecent tattoos/brands/body markings are grossly offensive to modesty, decency, or propriety, or shocks the moral sense, because of its vulgar, filthy, or disgusting nature, or its tendency to incite lustful thought. It must not violate school standards.

Chapter 4
MILITARY PROTOCOL

4.1. Saluting. The salute is a friendly military exchange of greeting the world over. Military personnel consider the salute a courteous and respectful greeting among members, and it is one of the oldest traditions binding military professionals together. You will be taught the proper manner of saluting and the rules that govern its uses among the military services. You must become familiar with the special rules at Madison Southern High School governing the salute and saluting areas.

4.1.1. Saluting is only required when performing in a color guard or when reporting to cadets of higher rank or to the SASI/ASI.

4.1.2. If a cadet observes the American flag being raised or lowered from any flagstaff, he or she will assume the position of attention, render the hand salute (if in uniform), and hold it until the flag has reached the summit or base of the flagstaff. If the cadet is in civilian clothes, he or she will assume the position of attention and place the right hand over the heart. If a cadet is dressed in civilian attire including a hat, they must remove the hat and hold it to their left shoulder so the right hand is over the heart.

4.2. Pledge of Allegiance

4.2.1. If the Pledge of Allegiance is recited and a cadet is in uniform indoors, the cadet should stand at attention, and face the flag. If most of those present are in civilian clothes, however, the cadet may exercise the option of standing at attention, placing the right hand over the heart, and joining with the others in reciting the pledge.

4.2.2. If the Pledge of Allegiance is recited and a cadet is in uniform outdoors, the cadet should stand at attention, remain silent, face the flag, and render a hand salute.

4.2.3. If the Pledge of Allegiance is recited and a cadet is not in uniform, either indoors or out, the cadet should stand at attention, face the flag, and recite the pledge. The right hand is placed over the heart during the recitation and cadets will hold hats if worn, as described above.

4.3. National Anthem

4.3.1. If the National Anthem is being played indoors and a cadet is in uniform, the cadet should face the flag but not salute. Cadets not in uniform should stand at attention and face the flag (or music, if a flag is not visible), and place the right hand over the heart.

4.3.2. If the National Anthem is being played outdoors, a cadet in uniform should stand at attention, face the flag (if visible, or the music if it is not), and salute. Cadets not in uniform should stand at attention, face the flag, and place the

right hand over the heart. Male cadets will remove their hats and hold them as described above.

4.4. Formations. If a cadet is late for a formation, he or she will approach the cadet or person in charge when the formation is at a halt, salute, and request permission to fall in. If late for a class, simply approach the person in charge, salute, and request permission to join the class.

4.5. Saluting Errors. Cadet Officers and cadet NCOs should correct saluting errors courteously and helpfully when cadets junior to them commit such errors. All cadets are expected to accept such corrections properly.



Chapter 5
CO-CURRICULAR & EXTRACURRICULAR ACTIVITIES

5.1. Introduction. Participation in co-curricular & extra-curricular activities is encouraged for all cadets who are in good standing. Cadets must maintain minimum AFJROTC academic and physical education standards. Self-discipline infractions such as tardies, unexcused absences, and uniform problems are clear indicators of a lack of motivation and/or professionalism. Immediate corrective action must be taken if you wish to continue to participate in co-curricular and extra-curricular activities.

5.2 Color Guard. The Color Guard has the honor of presenting the national and state flags at school and community events. Distinctive uniform items are worn by the Color Guard. Each cadet will have an opportunity to train for Color Guard duty. This is a busy, highly visible group and we encourage your participation.

5.3. Marksmanship Team. The Marksmanship Team will represent Madison Southern High School in postal competitions and other competitions. Membership is encouraged for all AFJROTC cadets. Practices are held after school on days/times announced by the instructors. Parental permission and safety training are required before participating. You are not required to know anything about shooting or firearms to participate.

5.4. Kitty Hawk Air Society. KHAS is the academic honor society of AFJROTC. Its purpose is to promote high academic standards and achievement. You must have at least a 3.3 non-weighted cumulative GPA to be eligible to join. You must maintain a 3.3 non-weighted cumulative GPA to continue as an active member. Cadets must maintain at least an 'A' in AFJROTC and no lower than a 'B' in any other coursework on each 9-week report card to avoid probation. Transcripts will be reviewed at the beginning of each academic semester.

5.5. Raider Team. The Raider team trains together to achieve a high level of fitness and to compete with Raider Teams from other JROTC units. All cadets must have a current sports physical to participate in Raiders. The Raider team meets after school on days/times announced by the instructors.

5.6. Field Trips. The cadet group takes periodic field trips to military installations and airfields. All cadets who participate must have parent/guardian approval, meet varsity sports participation grade criteria, and have permission from other MSHS Staff in accordance with school policy and based on a cadet's behavior in classes *other than AFJROTC*. **This criteria is in line with MSHS AFJROTC Cadets being the best of the best that this school has to offer. This also includes violations of the Cadet Honor Code.** Cadets must be passing all of their classes, have at least a "C" in AFJROTC, and have a history of regular participation in uniform day and dressing out for PT. Cadets who have received school disciplinary interventions, detention, or suspension will not go on field trips. Exceptions will be considered by the SAS/ASI on an individual basis.

5.7. Fund Raising. We will have various fundraising activities to support AFJROTC activities. The success of any fundraising activity depends upon the support of each cadet. Fundraising activities are necessary to support field trips, drill team competitions, and other events such as field days, and an annual military ball. ***If you wish to participate in co-curricular and extra-curricular activities, you must assist with fundraising.*** Non-participation may be grounds for non-inclusion in special activities. Again, all of our activities are funded by you.

5.8. End of Year CIA (Curriculum-in-Action) Trip. The cadet CIA Trip is designed to reinforce the Air Force JROTC mission: Building better citizens for America, as it relates to the specific goals of the program: Citizenship, Service, Responsibility, and Accomplishment. The trip will acquaint cadets with our government at the highest levels, permit them to visit and experience military sights and activities and reward them for their continued commitment and service to our school and local communities. There are several requirements that must be met to be eligible to participate in the End of Year Trip, each cadet must have:

- At least a "C" in all classes
- A minimum grade of "B" in all AFJROTC classes
- Met MSHS attendance standards
- A history of maintaining/exceeding grooming and uniform standards
- Consistently honors/lives by the Cadet Honor Code. **NO RECORDED CADET HONOR CODE VIOLATIONS.**
- Met MSHS behavioral standards, e.g. no disciplinary referrals. This goes back to how a cadet carries themselves AWAY from the AFJROTC program.
- A positive attitude towards school and AFJROTC (as determined by SASI/ASI)
- Take appropriate standardized tests (KSA/ACT/SAT/ASVAB, etc.)
- Actively participated in AFJROTC activities/fund-raisers (as determined by SASI/ASI)
- Final approval for participation on the Cadet Junior/Senior Trip will be made by the SASI/ASI after consultation with the Principal. Special circumstances, extenuating and/or mitigating circumstances will be addressed on a case-by-case basis.

Chapter 6
CADET LEADERSHIP

6.1. All AFJROTC cadets at Madison Southern High School are members of the KY-20002 Cadet Group. The group staff members act in an advisory capacity to the Cadet Group Commander.

6.2. Cadets are encouraged to apply for any leadership positions they are qualified for. Leadership positions are assigned based on the cadet's demonstrated performance in AFJROTC including, but not limited to: Participation in Group activities, Marksmanship Team, Raiders, Color Guard, etc. A cadet leader is expected to perform well academically, with an 'A' in AFJROTC. They must pass all of their classes in order to retain their position. **A cadet leader must also consistently meet uniform day standards. Cadets will also *lose their position and be demoted* if they miss more than three uniform days.** Group staff is selected based on submission of a resume, an interview process conducted by school administration, the current Group Commander, and the SASI/ASI.

6.3. The Cadet Group Staff will be reviewed, as necessary, at the end of each semester for possible rotation of duties to accommodate cadet enrollment and participation. The SASI/ASI may remove cadets for cause, following any violation of the cadet honor code.

6.4. Cadets who wish to earn a leadership position must do their best across the spectrum; academics, participation, attendance, uniform participation, etc. Cadets who maintain a positive attitude and willingness to become involved with Group activities will increase their opportunities for a leadership role in the cadet Group.

6.5. Cadets must learn to follow the chain of command during classroom, group staff, and off-campus activities. Each cadet must be responsive to the cadets appointed over him/her. One example is in the classroom situation: Each class has one flight commander and one flight sergeant. Each cadet must accept instruction from the flight sergeant who is given his/her authority by the flight commander. If the flight commander has concerns/problems, he/she will contact the Vice Commander Operations Squadron for guidance. He/She, in turn, can contact the Operations Squadron Commander.

GROUP COMMANDER

- Leads by example
- Cadet Colonel
- Minimum member of Junior or Senior Class for current school year
- Minimum 100 LDR/Community Service Hours by beginning of current school year
- Must have held prior leadership position of at least Major
- Responsible to the SASI/ASI for the performance of the KY-20002 Cadet Group
- Responsible for communicating with the Mission Support Squadron, Operation Squadron, and Logistics Squadron Commanders
- Encourages participation by all cadets
- Directs monthly Group Staff meetings
- Delegates authority, but not the responsibility
- Utilizes staff to plan and direct all AFJROTC activities
- Attends as many AFJROTC activities, as possible
- Counsels with SASI/ASI on all matters affecting the Cadet Group, **daily**
- Recommended to be a TA for a class period

GROUP VICE COMMANDER

- Leads by example
- Cadet Lt. Colonel
- Minimum member of Sophomore or Junior Class for current school year
- Must have held prior leadership position of at least Captain
- Minimum 75 LDR/Community Service Hours by beginning of current school year
- Responsible to the SASI/ASI for the performance of the KY-20002 Cadet Group
- Utilizes staff to plan and direct all AFJROTC activities
- Attends as many AFJROTC activities, as possible
- Encourages participation by all cadets
- Assists the Group Commander in all matters
- Acts in the absence of the Group Commander
- Stays attuned to all Group activities
- Recommended to be a TA for a class period

The Group and Vice Group Commander delegate workloads. Neither one should take on all responsibility and should communicate daily. If the other needs help with a certain task then work together on your assigned task. You also must work together on all operational matters involving the Group. Neither the Group nor the Vice Group Commander should be doing all the work. Both of these positions will be exempted from certain classroom work to allow them to perform their Group responsibilities. They will be graded on the successful performance of those duties.

ADMINISTRATIVE EXECUTIVE OFFICER

- Maintains the Group CC Calendar/Appointment List
- Cadet Captain
- Acts in absence of Group commander and Deputy Commander
- Ensures all documentation meets standards before Group/CC Review
- Attends all meetings and briefings with Group CC and keeps notes and minutes as required/requested
- Plans, manages, and delegates planning as required all off-campus events, trips, and other high-profile activities
- Will be in charge of changing the Cadet Guide or any other document seen fit by the SASI, ASI, Group, and Vice Group Commander.
- Will be in charge of creating documents and/or spreadsheets needed for trips, Military ball, or community service.
- Recommended to be a TA for a class period
- Responsible for running the Awards and Decorations program
- All other duties assigned by Group CC
- Will have a checklist for Awards Process
- Plans Awards Night accordingly with knowledge of prom, state testing, spring break, etc.
- Coordinate approval with and invite MSHS Administration.
- Start the Awards selection process as scheduled
- National Awards will be coordinated with the SASI, ASI, Group, and Vice Group Commander.

GROUP SUPERINTENDENT

- Cadet Chief Master Sergeant
- Reports directly to the Group CC on matters that occur within the group on a daily basis
- Responsible for management of all NCOIC positions within the Group
- Must meet with all NCOIC positions at least bi-monthly to discuss issues within the flights; minutes should be kept from these meetings and forwarded to the Director of Operations for action if required
- Confers with the NCOIC positions within the Group regarding health, morale, and discipline issues.

OPERATIONS SQUADRON COMMANDER

- Cadet Major
- Reports to the Group Commander for all operational activities of the KY-20002 Cadet Group
- Must have held prior leadership position of at least Captain
- Plans, coordinates, and conducts all Group activities by maintaining a close working relationship with the Vice Commander Operations Squadron, Physical Fitness, Drill Team, Color Guard, Marksman, Raiders, and Kitty Hawk Commanders.
- Provides oversight/supervision of all Group functions
- Maintains an Activity Calendar of events
- Publishes special orders/instructions announcing Group activities
- Presents Activity Calendar at Group Staff meetings

OPERATIONS SQUADRON DEPUTY COMMANDER

- Cadet Captain
- Responsible to the Operations Squadron Commander for all daily operational activities of the Group
- Provides direction for daily flight activities, including guidance for flight commanders
- Coordinates all Group activities while ensuring a group staff presence at all events
- Ensures that the flag is raised and lowered each day
- Makes the daily announcements for Madison Southern as requested by the administration
- Maintains the MSHS marquee as requested by the administration
- Documents and publishes records of flight and personnel participation for all Group activities
- Responsible for maintenance of the classroom environment
- Forms work crews for special activities, like drill meets and Commander's Calls

COLOR GUARD COMMANDER

- Cadet Major
- Reports to the Operations Squadron Commander for all Color Guard activities
- Must have commanded not less than 10 color guards
- Must have not less than 50 LDR/CS color guard activities
- Plans, coordinates, and directs all Color Guard activities**;** provides the SASI/ASI with a current list (with phone numbers) of the "whens & whos" for color guards
- Assigns cadets to Color Guard schedule, with coordination with SASI/ASI
- Oversees training for cadets to perform at Color Guards
- Assesses cadet readiness to perform Color Guards

- Maintains records of Color Guard performances; ensures all performances are recorded in Color Guard Binder for inclusion in WINGS
- Supervises maintenance all Color Guard equipment through NCOIC
- Responsible for recruiting to Color Guard

COLOR GUARD DEPUTY COMMANDER

- Cadet Captain
- Reports to the Color Guard Commander
- Assists the Color Guard Commander in all assigned tasks above.
- Assumes control of Color Guard management/activities in the absence of the Color Guard Commander.

COLOR GUARD NON-COMMISSIONED OFFICER IN CHARGE (NCOIC)

- Cadet Master Sergeant
- Reports to the Color Guard Commander
- Overall responsibility for the training of the color guard and its equipment

PHYSICAL TRAINING AND WELLNESS COMMANDER

- Cadet Captain
- Reports to the Operations Commander for all PT Program activities
- Plans, develops, coordinates, and directs all PT Program activities
- Responsible for ensuring that each cadet turns in their Wellness Program permission form
- Responsible for ensuring that each cadet completes an initial PT assessment – provides the data to the Director, WINGS for inclusion in WINGS
- Develops a wellness compliant exercise program for each Thursday's PT class
- Responsible for ensuring that each cadet completes a final PT assessment – provides the data to the Director, WINGS for inclusion in WINGS

PHYSICAL TRAINING AND WELLNESS DEPUTY COMMANDER

- Cadet First Lieutenant
- Reports to the Physical Training and Wellness Commander
- Assists the PT Commander in all assigned tasks above
- Assumes control of PT management/activities in the absence of the PT commander.

RAIDERS TEAM COMMANDER

- Cadet Captain

- Reports to the Operations Squadron Commander
- Be in charge of Raiders
    - Plan workouts (workouts should get harder as the year progresses)
- Must know how to tie knots and be able to teach how to tie knots
    - Bowline
    - Half hitch
    - Two half hitches
    - Clove hitch
    - Wireman's knot
    - Swiss seat
- Must know First Aid
- Plan practices outside to prepare Raiders for competitions including:
    - 5Ks, 10Ks
    - Rope bridge
    - Tire/vehicle/Humvee pull
    - Obstacle Course
- Plan and choose Raiders competitions to attend
- Get contact information from SASI and Raiders members
    - Have summer practices since most Raiders competitions are in the fall
- Coordinate with Operations Squadron Commander to obtain any supplies needed

RAIDERS TEAM DEPUTY COMMANDER

- Cadet 1st Lieutenant
- Reports to the Raiders Commander.
- Assists the Raiders Commander in all assigned tasks above.
- Assumes control of Raiders management/activities in the absence of the Raiders Team Commander

MARKSMANSHIP TEAM COMMANDER

- Cadet Captain
- Reports to the Operations Squadron Commander
- Responsible for assisting with the training and management of the team. Under the direction of the ASI, they will prepare cadets to participate in competitions.
- Plan and choose Marksman competitions to attend
- Ensure that the range safety rules are observed at all times and that any violations are reported to the SASI/ASI without delay.
- Maintain an up-to-date list of Cadets eligible to fire and ensure the ASI has a copy. To be eligible, a cadet must have a permission slip from the current year on file and have satisfactorily completed a formal safety lesson.

- Maintain accurate records of attendance at practice and the scores of each shooter on every target field.
- Conduct formal safety training as required for new members
- Ensure that all supplies, targets, ammunition, etc. are adequate for at least four weeks of shooting. Advise the Operations Commander of equipment needs.

MARKSMANSHIP TEAM DEPUTY COMMANDER

- Cadet 1st Lieutenant
- Reports to the Marksmanship Team Commander.
- Assists the Marksmanship Team Commander in all assigned tasks above.
- Assumes control of Raiders management/activities in the absence of the Marksmanship Team Commander

MISSION SUPPORT SQUADRON COMMANDER

- Cadet Major
- Reports to the Group Commander for all Mission Support activities of the Group.
- Directly responsible for the management of the Director, WINGS and completion of their duties.
- Directly responsible for the management of the Director, Public Affairs and completion of their duties.
- Directly responsible for the management of the Director, Community Service and completion of their duties.

MISSION SUPPORT SQUADRON DEPUTY COMMANDER

- Cadet Captain
- Reports to and assists the Mission Support Squadron Commander in all assigned tasks above
- Assumes control of Mission Support management/activities in the absence of the Commander.

DIRECTOR, WINGS

- Cadet 1st Lieutenant
- Responsible for the input of Community Service Hours, Leadership Hours, Fundraising, and Extracurricular Activities into the WINGS System
- Ensures the Events Log in WINGS is current and accurate
- Reports to the Mission Support Commander.

- Input of CIA Trips, Planning Committees
- With approval of SASI/ASI, update cadet ranks and awards

DIRECTOR, PUBLIC AFFAIRS

- Cadet 1st Lieutenant
- Responsible to Mission Support Commander for all publicity for the Group
- Publicizes all Group activities via a quarterly KY-20002 newsletter
- Prepares articles for each edition of the MSHS Newspaper and local newspapers, as needed.
- Coordinates all media articles with SASI/ASI before release
- Maintains unit scrapbook
- Maintains file of photographs by semester/academic year
- Maintains AFJROTC social media pages

DIRECTOR, COMMUNITY SERVICE

- Cadet 1st Lieutenant
- Coordinates all Group community service activities
- Tracks all community service hours/participants and provides to Director, WINGS
- Creates contacts with the community for community service opportunities
- Encourages and recruits Cadets to participate in activities
- Suggests rewards for completion to SASI/ASI

LOGISTICS SQUADRON COMMANDER

- Cadet Major
- Reports to the Group Commander for all supply requirements
- Inventories and maintains an inventory of uniforms, equipment, and academic materials in WINGS as directed.
- Ensures uniforms and accouterments are issued, as necessary.
- Maintains logistics storage area in a neat and orderly manner.
- Maintains cadet uniform issue receipts/records in WINGS and maintains signed paper copy of the same.
- Trains flight logistics personnel

LOGISTICS SQUADRON DEPUTY COMMANDER

- Cadet 1st Lieutenant
- Reports to the Logistics Squadron Commander.

- Assists the Logistics Squadron Commander in all assigned tasks above.
- Assumes control of Logistics management/activities in the absence of the Logistics Commander.

LOGISTICS SQUADRON NCOIC

- Cadet Master Sergeant
- Reports to the Logistics Squadron Commander
- Has overall responsibility for the Flight Logistics Managers

FLIGHT COMMANDER

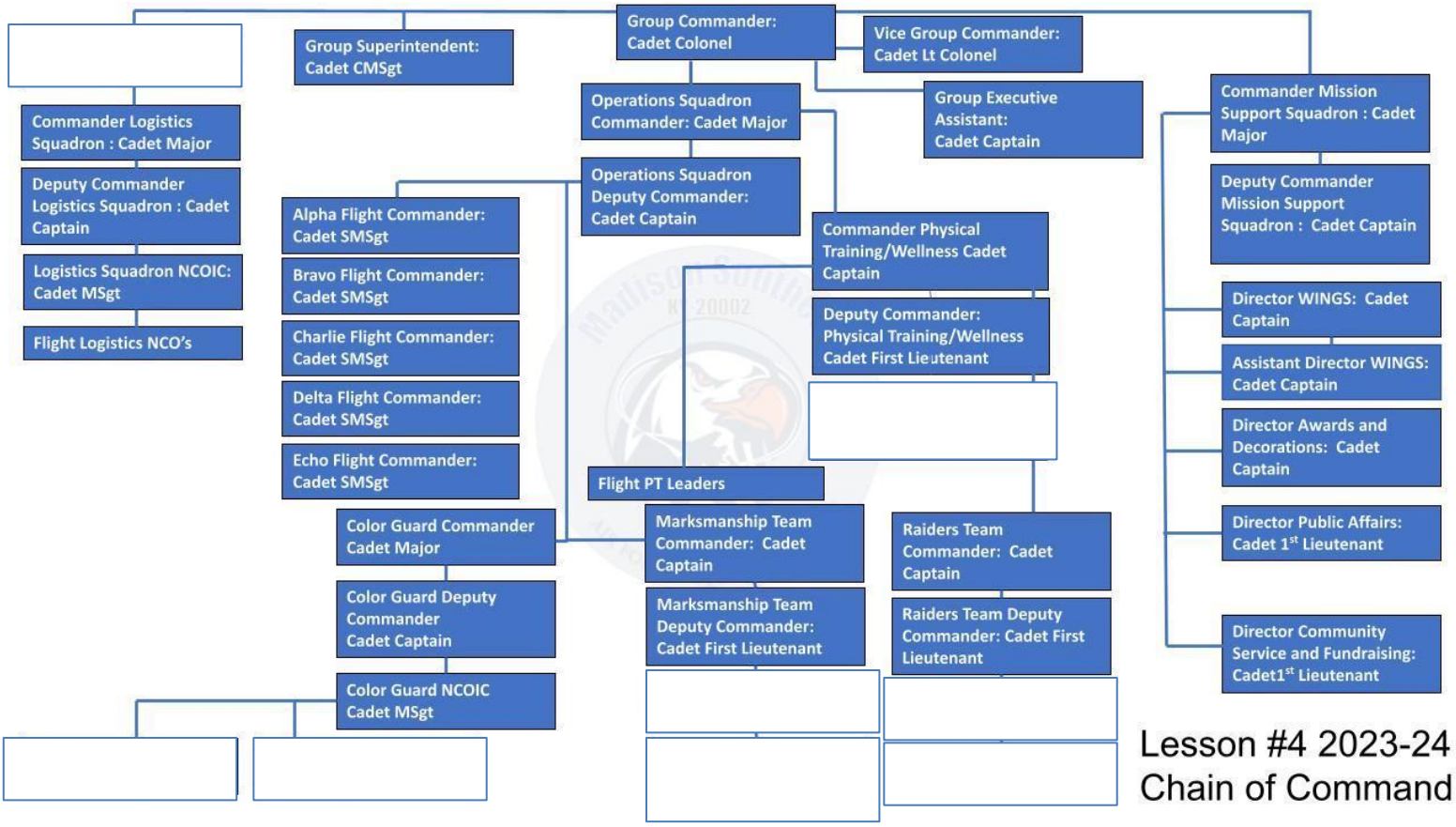
- Responsible to the Operations Squadron Commander for flight performance & participation
- Responsible for moving the flight around campus for activities
- Assists SASI/ASI with classroom management – helps to keep cadets inline & on task
- Works closely with the Operations Squadron Deputy Commander to ensure participation in mandatory and voluntary activities
- Keeps flight informed of all Group activities
- Works closely with the Operations Squadron Deputy Commander to ensure the classroom environment is a model for MSHS
- Helps prepare cadets for weekly inspection can be asked to conduct the inspection
- Performs as commander during drill activities
- Coordinates daily maintenance schedule with Operations Squadron Deputy Commander
- Reminds flight of important announcements
- Reports any uncooperative cadets to the cadet leadership or SASI/ASI, as appropriate.

FLIGHT SERGEANT

- Responsible to the Flight Commander
- Takes attendance and reports to Flight Commander
- Assists Flight Commander/Instructors, as directed
- Assumes Flight Commander responsibilities in their absence
- Ensures that the classroom is kept clean & orderly at all times to include
    - Tables/chairs aligned
    - Trash picked up & emptied
    - Floor swept, as required
    - Boards cleaned, as required

CADET AIRMAN/NCO

- Participate and support fellow cadets in all AFJROTC activities
- Maintains proper grooming standards
- Wears uniform properly & proudly
- Comply with all school policies
- Strive to earn and maintain the highest grades possible
- Prepare for and take standardized tests when appropriate
- FOLLOWS AND KEEPS THE CADET HONOR CODE


Group Commander: Cadet Colonel
Vice Group Commander: Cadet Lt Colonel
Group Superintendent: Cadet CMSgt
Group Executive Assistant: Cadet Captain
Commander Logistics Squadron : Cadet Major
Deputy Commander Logistics Squadron : Cadet Captain
Logistics Squadron NCOIC: Cadet MSgt
Flight Logistics NCO's
Operations Squadron Commander: Cadet Major
Operations Squadron Deputy Commander: Cadet Captain
Alpha Flight Commander: Cadet SMSgt
Bravo Flight Commander: Cadet SMSgt
Charlie Flight Commander: Cadet SMSgt
Delta Flight Commander: Cadet SMSgt
Echo Flight Commander: Cadet SMSgt
Commander Physical Training/Wellness Cadet Captain
Deputy Commander: Physical Training/Wellness Cadet First Lieutenant
Flight PT Leaders
Color Guard Commander Cadet Major
Color Guard Deputy Commander Cadet Captain
Color Guard NCOIC Cadet MSgt
Marksmanship Team Commander: Cadet Captain
Marksmanship Team Deputy Commander: Cadet First Lieutenant
Raiders Team Commander: Cadet Captain
Raiders Team Deputy Commander: Cadet First Lieutenant
Commander Mission Support Squadron : Cadet Major
Deputy Commander Mission Support Squadron : Cadet Captain
Director WINGS: Cadet Captain
Assistant Director WINGS: Cadet Captain
Director Awards and Decorations: Cadet Captain
Director Public Affairs: Cadet 1st Lieutenant
Director Community Service and Fundraising: Cadet1st Lieutenant
Lesson #4 2023-24
Chain of Command

Chapter 7
PROMOTIONS

7.1. Standards. The following standards will govern cadet promotions:

7.1.1. Academic Standards. Each cadet is expected to do the best work they are capable of doing. Any cadet who does not attain or maintain a passing grade will not be promoted. You are responsible for what you learn. Initiative, enthusiasm, and cooperation will result in your development and improvement.

7.1.2. Attitude. A cadet must be a considerate, mature young man or woman working up to a leadership role. Immaturity and irresponsibility are not acceptable. Self-control and predictable behavior are mandatory.

7.1.3. Behavior. Any cadet who does not comply with Madison Southern High School's Acceptable Behavior and Conduct guidance, which results in disciplinary action, will not be eligible for a promotion that semester.

7.1.4. Participation. Each cadet is expected to participate, as much as practical, in all Group activities. Cadets who wish to be promoted should not underestimate the importance of the willing support of Group activities.

7.1.5. Uniform Wear. Each cadet must keep their uniform and personal appearance above reproach at all times. "Exceeding the Standard" must be your goal.

7.2. Eligibility.

7.2.1. A cadet's permanent rank will be represented by one "stripe" for each successful year of AFJROTC.

7.2.2. Temporary rank will be awarded based on a cadet's position and responsibility.

7.3. Promotion Frequency.

7.3.1. Major promotions will be announced at the end of each school year.

7.3.2. Special promotions will be made at any time by the SASI to recognize individual merit and to fill positions on the group staff.

7.3.3. The Director, WINGS will document all promotions.

7.3.4. Cadet ranks are not to be confused with USAF rank or interchanged. The word "cadet" will be part of any reference to a specific cadet rank.



Cadet Airman



Cadet Airman First Class



Cadet Senior Airman



Cadet Staff Sergeant



Cadet Technical Sergeant



Cadet Master Sergeant



Cadet Senior Master Sergeant



Cadet Chief Master Sergeant

Cadet 2nd Lieutenant



Cadet 1st Lieutenant



Cadet Captain



Cadet Major



Cadet Lieutenant Colonel



Cadet Colonel



KY 20002 Corps Cadet Ranks

Cadet Airmen Ranks

Cadet Senior Airman is earned by a three-year AFJROTC Cadet who has not otherwise not been promoted to Cadet Staff Sergeant



Cadet Airman First Class is awarded to deserving Freshman after evaluations and promotions or to a 2nd year Sophomore cadet





Cadet Airman is normally the rank that all first-year cadets begin with in KY 20002



Cadet Airman Basic is not typically used by KY 20002 except in cases of a reduction in rank for behavioral or disciplinary issues

Cadet Technical Sergeant is normally used to designate a cadet performing a role that affects the entire flight and reports to a Commander or higher level





Cadet Staff Sergeant is earned by a 4th year AFJROTC Cadet who has not otherwise been promoted to a higher position

Cadet Non-Commissioned Officer (NCO) Ranks

Normally the highest-ranking enlisted member of the Corps. Normally functions as the Group Superintendent. There is normally 1 within the Corps



Cadet Senior Master Sergeant may serve as the NCOIC of one of the extra-curricular activity teams in a second year and the Flight Commander(s) in the mixed grade flight organization.





Cadet Master Sergeant. may serve as the NCOIC of one of the extra-curricular activity teams in a first year in the role or the Unit First Sergeant.

Cadet Senior Non-Commissioned Officer (SNCO) Ranks

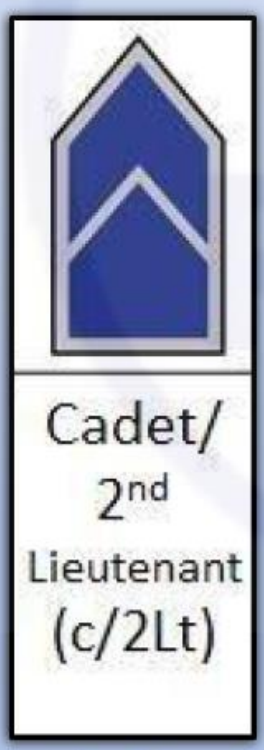
Cadet Company Grade Officer (CGO) Ranks



Cadet Captain may hold the Vice Mission Support Group Commander position or as a Vice Commander of an extra-curricular activity



Cadet First Lieutenant may hold the Vice Mission Support Group Commander position or as a Vice Commander of an extra-curricular activity



Cadet Second Lieutenant is the lowest commissioned officer rank. The Flight Commander of the Sophomore Class is eligible to hold this rank.

Cadet Field Grade Officer (FGO) Ranks



Cadet/
Colonel

(c/Col)

The highest rank in AFJROTC. Normally serves as the Corps Commander



Cadet/
Lieutenant
Colonel
(c/LtCol)

The second highest rank in AFJROTC. The Vice Corps Commander normally holds this rank.



Cadet/
Major

(c/Maj)

Cadet Major serves as the squadron commanders who report to the Vice and Group Commanders. They have oversight of the extra-curricular programs

Chapter 8
CADET STAFF PROCEDURES

8.1. Cadet Staff Procedures. The cadet staff is the primary workforce for AFJROTC at Madison Southern High School. Their office area is to be used for briefings, meetings, counseling, and administrative work. *It is not to become a "hang-out" lounge!* It is OFF-LIMITS at all other times without permission from the SASI/ASI.

8.2. White Board Communications. There is one Cadet Group whiteboard. The whiteboard will be used for detailed listings, formation notices, drill team and color guard schedules, and current operations information. These boards will be kept current at all times.

8.2.1. Responsibility. Each cadet is responsible for reading the Cadet Group White Board, daily. If a cadet's name appears on notices placed on the board, he/she will place his/her initials next to his/her name indicating that he/she has read and will comply with the correspondence.

8.3. Scheduling. The Group Staff is responsible for keeping all AFJROTC activities on schedule, with the right people in attendance, and ensuring that they are conducted with professionalism at all times.

8.4 Staff Meeting. The Group Commander (or vice Commander in the absence of the Commander) will hold a monthly staff meeting during Academic time on Fridays. This will be required for all group staff members, and any other cadet invited by the commander.

Chapter 9
AFJROTC AWARDS AND DECORATIONS

9.1. Awards and Decorations. Many distinctive awards are authorized for AFJROTC cadets in recognition of outstanding performance in academics, leadership, or specific displays of valor. There are three major categories of awards with accompanying medals, ribbons, and/or certificates: Headquarters Awards, National Awards, and Cadet Awards. Outstanding participation and performance are the minimum standards for receiving these awards. The awards and decorations program is managed by the Administrative Executive Officer. Medals will only be worn during events such as dining ins/outs, military ball, change of command ceremonies, awards ceremonies, picture days, or other formal events as specified by the SASI. Ribbons will not be worn with medals (only the medals will be worn). NOTE: Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, Cyber-Patriot, Academic Bowl, etc.

9.2. Headquarters Awards. These awards are given by headquarters, AFJROTC. They require significant actions and documentation of the events that led to the award.

9.3. National Awards – These awards are sponsored by National organizations. Cadets are nominated by the SASI, ASI and Group Commander on an annual basis using the criteria listed for each award.



Gold Valor Award. This award consists 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. The Gold Valor Award is awarded by Headquarters, JROTC, Gunter Air Force Base, Alabama. The ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded.



Silver Valor Award. This award consists of a medal, ribbon, and certificate. The Silver Valor Award is awarded to a cadet for a voluntary act of heroism that does not meet the risk-of-life requirements of the Gold Valor Award. The Silver Valor Award is awarded by Headquarters, JROTC, Gunter Air Force Base, Alabama. The ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded.



Cadet Humanitarian Award. This 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 catastrophes that have placed or have the potential to place a hardship on their fellow citizens. This award is not to be used to recognize day-to-day service in the community. The Cadet Humanitarian Award is awarded by Headquarters, JROTC, Gunter Air Force Base, Alabama. The ribbon for this award

may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded.



Silver Star Community Service with Excellence Award. The award consists of a ribbon with a Silver Star device and certificate. The Silver Star Community Service with Excellence Award will be an honor that emphasizes the value of community service and establishes a greater sense of pride within the Group. 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. For each additional award earned an additional large silver star will be awarded.



Community Service with Excellence Award. The 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 benefits the local community. This is not an award given to participants but the key leader(s) of the project. The Community Service with Excellence Award is awarded by Headquarters, JROTC, Gunter Air Force Base, Alabama. 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.



Air Force Association (AFA) Award. Cadets may only receive this award once. This AFA sponsored award is presented annually at each unit to the outstanding third-year cadet (in a 4-year program). The 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. The award recipient must possess/meet the following personal characteristics and eligibility criteria:

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



Daedalian Award. Cadets may only receive this award once. The Order of Daedalian's was 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. This annual award recognizes one outstanding third-year cadet at each unit that meets the following criteria:

• Demonstrate an understanding and appreciation of patriotism, love of country, and service to the nation.

• Indicate the potential and desire to pursue a military career.
• Rank in the top 10% of their AFJROTC class.
• Rank in the top 20% of their school class.



Daughters of the American Revolution (DAR) Award. Cadets may only receive this award once**.** This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to one fourth-year cadet (in a 4-year program) that meets the following criteria:

• 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.



American Legion Scholastic Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to a third- or fourth-year cadet based on the cadet's overall scholastic achievements. Each cadet must:

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



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

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

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



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

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

• Be in the top 10% in the AFJROTC program.
• Be in the top 25% in academic grades.

• Be recognized for having contributed the most to advancing the objectives of the AFJROTC program, which include an outstanding dedication to citizenship, knowledge of civic responsibility, military orientation, self-discipline, and a sound work ethic.



Military Officers Association of America (MOAA) Award. Cadets may only receive this award once**.** The ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.



Veterans of Foreign Wars (VFW) Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to an outstanding third or fourth-year who is actively engaged in the AFJROTC program and who possesses individual characteristics contributing to leadership. Each cadet must:

• Positive attitude toward the AFJROTC program
• Must be enrolled as a 10th-12th grade AFJROTC student
• Must maintain a "B" average in AFJROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester
• Active in at least one other student extracurricular activity (music, athletics, government, etc.)



National Society United States Daughters 1812 Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. Awarded annually, at the SASI's discretion, for academic excellence, leadership, military discipline, dependability, patriotism, and upright character in speech and habits.



National Sojourners Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually recognizing an outstanding second or third-year cadet who contributed the most to encourage and demonstrate Americanism within the Group of cadets and on campus. Each cadet must:

• Be in the top 25% of their academic class.
• Encourage and demonstrate ideals of Americanism.
• Demonstrate potential for outstanding leadership.



Scottish Rite, Southern Jurisdiction Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days.

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

• Contribute the most to encourage Americanism by participation in LDR activities or community projects.
• Demonstrate academic excellence by being in the top 25% of the class.
• Demonstrate the qualities of dependability, good character, self-discipline, good citizenship, and patriotism.



Military Order of the Purple Heart Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award annually recognizes an outstanding underclassman (first, second, or third-year cadet), who is enrolled in the AFJROTC program and demonstrates leadership ability. (Seniors are not eligible) Each cadet must:
• Have a positive attitude toward AFJROTC and the country.
• Hold a leadership position in the cadet Group.
• Be active in school and community affairs.
• Attain a grade of "B" or better in all subjects for the previous semester.



Sons of the American Revolution (SAR) Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award recognizes a third-year cadet in a 4-year program The recipient must exhibit a high degree of leadership, military bearing, and all-around excellence in Aerospace Science studies Each cadet must:
• Be currently enrolled in the AFJROTC program.
• Be in the top 10% of their AFJROTC class.
• Be in the top 25% of their overall class.



Military Order of World Wars Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to an outstanding cadet who has committed to continue the aerospace science program the following school year. Selection is based on outstanding accomplishments or service to the AFJROTC unit.



American Veterans (AMVETS) Award. Cadets may only receive this award once. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to one qualified cadet that possesses individual characteristics contributing to leadership such as:
• A positive attitude toward AFJROTC programs and service in the Air Force.
• Personal appearance (wearing of the uniform, posture, and grooming, but not physical characteristics per se).

• Personal attributes (initiative, dependability, judgment, and self-confidence).
• Officer potential (capacity for responsibility, adaptability, and maintenance of high personal standards).
• Obtained a grade of "A" (or the numerical equivalent) in their AS class.
• Be in good scholastic standing in all classes at the time of selection and at the time of presentation.



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

This award recognizes an outstanding third- or fourth-year cadet in a 4-year program. The recipient must demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. Each cadet must:
• Be in the top 10% of the AFJROTC class.
• Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.



Tuskegee Airmen Incorporated (TAI) AFJROTC Cadet Award. This award may be worn on the cadet's ribbon rack and worn on regular uniform days. This award is presented annually to **two cadets.** Cadets may be first-year, second-year, or third-year cadets and must meet the following criteria:
• Attain a grade of "B" or better in their AS class.
• Be in good academic standing.
• Actively participate in cadet Group activities.
• Participate in at least 50% of all unit service programs.



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



The Celebrate Freedom Foundation (CFF) Award for Excellence in Academic Programs. Cadets may only receive this award once. The awards program recognizes 9th, 10th, 11th and 12th-grade students enrolled in AFJROTC programs. The ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Cadets must demonstrate the following personal characteristics to be eligible for nomination:
• Outstanding personal appearance (uniform and grooming)
• Display personal attributes such as initiative, judgment, and self-confidence

• Courteous demeanor (promptness, obedience, and respect for customs)
• Growth potential (capacity for responsibility, high productivity, and adaptability to change)
• 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 Aerospace Science class with a grade average of A
• Rank in the top 15 % of his/her academic class
• Demonstrates a positive attitude (toward AFJROTC and school).



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



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



Distinguished Unit Award (DUA). This is 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.



Outstanding Organization Award (OOA). This is 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. For each additional ribbon earned an additional small silver star will be awarded.



Outstanding Flight Ribbon. This is awarded annually to members of the outstanding flight under criteria determined by the SASI. 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. Criteria for this award include:

- Flight Uniform scores
- Flight Grade point average
- Flight PT participation
- Flight LDR and Community Service hours



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

Consideration for the Top Performer Awards. All currently enrolled cadets may be considered, but specific consideration will be given to cadets not previously recognized for superior performance**.** The Regional Director may select (SASIs may nominate) a maximum of 2% of a unit's cadets based on a cadet's performance in the following key areas:

- Leadership and job performance: in primary duty and specifically in preparation for the unit's assessment.
- Leadership qualities: involvement and positions held in Leadership Development Requirement activities.
- Academic performance: nominee must be in good academic standing in all high school coursework, significant self-improvement, community involvement, and other accomplishments.



Outstanding Cadet Ribbon. This is awarded annually to the outstanding first-year, second-year, third-year, and fourth-year cadets. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence. Criteria for this award include:

- Flight Uniform scores
- Flight Grade point average
- Flight PT participation
- Flight LDR and Community Service hours

For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Outstanding Cadet Ribbon with Silver Star. Cadets are chosen as State, Pacific and European "AFJROTC and AFA Cadet Leadership Award" winners will be awarded the "Outstanding Cadet Ribbon" with a silver star. Exception: If a cadet has previously earned the Outstanding Cadet Ribbon or earns it in the future, that cadet will wear only one ribbon; that would be the Outstanding Cadet Ribbon with a silver star since that award is of higher precedence.



Leadership Ribbon. This is awarded for outstanding performance in a position of leadership as an AFJROTC cadet. Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Superior Performance Ribbon. This is awarded to no more than the top 10% of the cadet Group 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. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Achievement Ribbon. This is awarded for a significant achievement in school activities/events outside of JROTC. Examples may include being on a team that makes regionals/state, etc. Individuals may not receive more than one ribbon during a 1-year period. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Academic Ribbon. This is awarded for academic excellence as signified by attaining an overall grade point average of at least "B" for school year in addition to an "A" average in AFJROTC. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Cadet Leadership Course (CLC) Ribbon. This is awarded for completion of an approved leadership school program of at least 5 days in duration. For each additional CLC completion, an additional bronze star will be awarded. Silver Star will be awarded for outstanding performance or leadership ability at a CLC instead of the Bronze Star. Limit the Silver Star to 10% of the class.



Special Teams Placement Ribbon. This is awarded to team members for placing 1st, 2nd, or 3rd in an Air Force or Joint Service (local, regional, state or 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.



All-Service National Competition Award. This is 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. The medal may not (ribbon may) be worn during competitions and regular uniform wear days.



Air Force Nationals Competition Award. This is 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. The medal may not (ribbon may) be worn during competitions and regular uniform wear days.



Orienteering Ribbon. This is awarded to team members for completing a unit-specific Orienteering program as part of the unit curriculum. Criteria for this award include participating in the team practices for at least one semester and completing at least one competition. 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.



Leadership Development Requirement (LDR) Leadership Ribbon. This is awarded at the SASI's discretion for leadership in AFJROTC Leadership Development Requirement activities such as Orienteering team commander, Drill team commander, Color guard team commander, Marksmanship team commander, JLAB team commander, Kitty Hawk Chairperson. 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.



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 2 drill performance events, i.e., competitions, special school events, community demonstrations. 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.



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



Saber Team Ribbon. Cadets must perform at least two (2) saber team performance events to receive this ribbon. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Marksmanship Team Ribbon. Cadets must be on the marksmanship team for the majority of the season and must have competed in at least one (1) marksmanship competition event to receive this ribbon. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Joint Leadership Academic Bowl (JLAB) Ribbon. Cadets must be a member of the JLAB team for the majority of the season. Each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Cyber Patriot Ribbon. Cadets must be a member of the Cyber Patriot team. 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.



StellarXplorers Ribbon. Cadets must be a member of the StellarXplorers team. 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.



Raiders Team Ribbon. Cadets must be a member of the Raiders Team for the majority of the season and must have competed in at least one (1) Raiders competition event. 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.



Military Model Building Team Ribbon. Cadets must be a member of the Military Model Building Team. 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.



Unmanned Aircraft Systems (UAS) Ribbon. Cadets must be a member of the UAS team. UAS vehicles include multi-copters, drones, and remote-controlled aircraft/vehicles. 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.



Robotics Ribbon. Cadets must be a member of the Robotics club/team. 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.



Good Conduct Ribbon. Cadets must not have received a referral (this includes no ISS/OSS or detention) for the year 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.



Service Ribbon. This is 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). 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. 5 silver OLC+ 1 Bronze Star. 5 Bronze Stars = 1 Silver Star



Health and Wellness Ribbon. This is awarded for participation in the unit health and wellness physical fitness program. All cadets who participate in the unit's wellness program and maintain at least an 85% on their overall health grade may receive the Health and Wellness Ribbon. Subsequent yearly awards 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 the 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,

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.



Recruiting Ribbon. This is awarded for outstanding effort in support of unit recruiting activities. Cadets must have directly contributed to the recruitment of one new member to AFJROTC. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. Only one awards is authorized per year. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Activities Ribbon. This is awarded for participation in Leadership Development Requirement (LDR) activities other than those that have existing ribbons or awards. An oak leaf cluster will be added to this ribbon for each year of membership beginning with the second year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Attendance Ribbon. This is awarded to cadets who have no more than three unexcused school absences during the academic term (cadets may only receive one award annually). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Dress and Appearance Ribbon. Is awarded to cadets who maintain an 85% or higher average on weekly uniform grades. Cadets receiving this award will maintain the highest grooming and dress standards possible. 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.



Longevity Ribbon. This is awarded for successful completion of each AFJROTC school. Cadets may only receive one award annually. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Bataan Death March Memorial Hike Ribbon. This is awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March. Cadets are eligible for this

award after completing a 14-mile Bataan Death March Memorial Hike. 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.



Patriotic Flag Ribbon. This is 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. To receive this award, cadets must have participated in a minimum of five (5) flag events. Cadets may only receive one award annually. 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.

9.4. Badges.

9.4.1. Ground School Badge. The Ground School Badge is awarded for completion of the AFJROTC aviation honors ground school curriculum or completion of another aviation ground school program prescribed by the FAA. Cadets may wear the badge after the first grading period if they received a passing grade.

9.4.2. Flight Solo Badge. The Flight Solo Badge is awarded to any cadet possessing a solo flight certificate signed by an FAA-certified flight instructor for either powered or non-powered aircraft.

9.4.3. Flight Certificate Badge. The Flight Certificate Badge is awarded to any cadet who possesses a valid FAA pilot's certificate for either powered or non-powered aircraft.

9.4.4. Awareness Presentation Team Badge. The Awareness Presentation Team Badge is awarded for participation on an Awareness Presentation Team.

9.4.5. Kitty Hawk Air Society Badge. The Kitty Hawk Air Society Badge is awarded to cadets who are members of the Kitty Hawk Air Society.

9.4.6. American Modeling Association (AMA) Wings. The American Modeling Association (AMA) Wings Badge is awarded to cadets who are members of a local AMA chartered model airplane club.

9.4.7. Distinguished AFJROTC Cadet Badge. The Distinguished AFJROTC Cadet Badge is an annual award and consists of a certificate and the Distinguished AFJROTC Cadet badge. The award recognizes one outstanding third-year cadet in a 4-year program selected at the end of each school year. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence. The recipient should hold the following awards before selection:

- Leadership Ribbon
- Achievement Ribbon
- Superior Performance Ribbon

- Academic Ribbon
- Co-curricular Activities Leadership Ribbon
- Service Ribbon

9.4.8. Aerospace Education Foundation (AEF) Academic Cadet Badge. The Aerospace Education Foundation (AEF) Academic Cadet Badge is awarded to rising Junior and Senior cadets for academic excellence as signified by attaining an overall 3.3-grade point average with no grade below "C" on their transcript. The individuals must be recommended by the SASI.

9.4.9. Model Rocketry Badge. A Model Rocketry Badge recognizes cadets who have fulfilled all model rocketry program requirements. Program requirements are listed in the Model Rocketry Handbook available in the Cyber Campus HQ Library in the Guide and Handbooks folder.

I, _____ as the parent/guardian of _____, acknowledge that I have read, understood, and agree to the terms and conditions outlined in the attached Aerospace Science and Leadership Cadet Guide. I also acknowledge that I have discussed these terms with my child.

Parent/Guardian Signature/Date:

_____

I,_____, acknowledge that I have read, understood, and agree to the terms and conditions outlined in the attached Aerospace Science and Leadership Cadet Guide. I also understand that it is my responsibility to abide by these terms.

Student Signature/Date:

_____

I, TSgt (Ret) Gilbert Denfeld acknowledge that I have discussed the contents of the attached Aerospace Science and Leadership Cadet Guide with _____ and their parent/guardian. I confirm that both the student and parent/guardian understand and agree to the terms outlined.

Teacher Signature/Date:

_____