

Willis High School

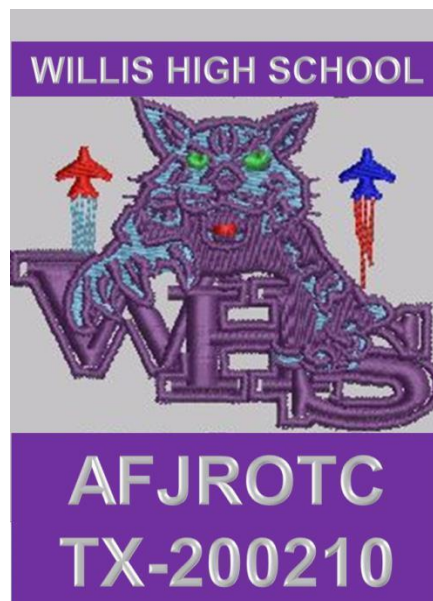


Air Force Junior Reserve Officer Training



Corps
2024-2025

Det TX-200210 Cadet Guide



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**AIR FORCE JUNIOR RESERVE OFFICER TRAINING CORPS
WILLIS HIGH SCHOOL**

Detachment (Det) TX-200210

Thank you for enrolling in the Air Force Junior ROTC (AFJROTC) program at Willis High School and thank you for selecting Aerospace Science as one of your electives. You will find the Aerospace Science and Leadership Education curriculum interesting, intellectually challenging and personally rewarding.

This is your official Det TX-200210 Cadet Guide. This guide outlines the minimum standards of conduct and levels of performance expected of each cadet to be successful in the AFJROTC Program. It is also designed to inform cadets of AFJROTC policies and related Willis High School requirements. Although not an Air Force Regulation, this guide supplements and supports AFJROTC Instructions and Willis Independent School District (WISD) policies. It is applicable to all cadets and is directive in nature. Each cadet will be held fully responsible for knowing the details of this guide and for complying with its requirements. This guide may also be informative to school administrators, counselors, teachers, and parents.

Again, welcome to Det TX-200210 and the Willis High School AFJROTC program. I wish you have success and hope you have a very enjoyable and rewarding year.

Christopher Aleman

CHRISTOPHER M. ALEMAN, C/Lt
Col, AFJROTC Det TX-200210 Cadet
Group Commander

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CHAPTER ONE

AFJROTC PROGRAM

1.1. MISSION

Develop citizens of character dedicated to serving their nation and community.

1.2. AIR FORCE CORE VALUES

Integrity first; Service before self; Excellence in all we do.

1.3. CADET HONOR CODE

A cadet will not lie, cheat, or steal nor tolerate those who do.

1.4. AIR FORCE SONG (first verse)

**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 flame. Hey!
Nothing'll stop the U.S. Air Force!**

1.5. INSTRUCTORS/MENTORS

1.5.1. Senior Aerospace Science Instructor (SASI):

The SASI, a retired Air Force Officer, is the senior member of the AFJROTC Aerospace Science and Leadership Education staff and is responsible for teaching Aerospace Science and is the instructor/advisor for the Model Rocketry Team, PT Team, Line Dance Team, and the Kitty Hawk Air Society. The SASI is responsible to the Principal, Willis High School and the Director, AFJROTC for the overall conduct and direction of the AFJROTC program at Willis High School.

1.5.2. Aerospace Science Instructor (ASI):

The ASI is a retired United States Air Force Senior Noncommissioned Officer and assists the SASI by teaching the Leadership Education curriculum. The ASI is primarily responsible for teaching Leadership Education (to include drill and ceremonies), maintaining all uniforms, supplies and equipment used by the Cadet Corps, organizing fund-raising activities, and organizing the Cadet Drill Team and Awareness Presentation Team. When the SASI is absent, the ASI is in charge of Cadet Group operation.

CHAPTER TWO

ADMISSION, TRANSFER, RESERVE & DISENROLLMENT

- 2.1 ADMISSION:** Admission to the AFJROTC program at Willis High School is a privilege—not a right. To be eligible for membership and continuation in the AFJROTC program, each cadet must meet the following minimum criterion:
- 2.1.1. Enrolled as a fulltime student at Willis High School.
 - 2.1.2. Display good behavior.
 - 2.1.3. Must pass AFJROTC
- 2.2. OPT-OUT:** first year cadets (9th-12th graders) only are allowed in coordination and approval with the SASI to not wear the Air Force Uniform during their first year. Cadets will be required to continue to execute the following:
- 2.2.1. Test weekly (no more than 25 questions) on Chapter 7 of this cadet guide on uniform wear for a major grade.
 - 2.2.2. Pay the activity fee of \$75.00 instead of the \$45.00 because the Air Force does not release funds for cadets who opt-out.
 - 2.2.3. Wear assigned travel shirt and jeans on uniform day.
 - 2.2.4. Must wear assigned physical training gear on physical training day.
 - 2.2.5. Cannot participate in functions where the uniform is a requirement, unless otherwise directed.
 - 2.2.6. Cannot participate in Leadership Development requirements if a uniform is required to compete.
 - 2.2.7. Must participate in the two annual parades, Military Ball, Field Day and Picture Day.
 - 2.2.8. Have up to Oct 5 to change mind into opting back in.
- 2.3. RESPONSIBILITIES:** All cadets must comply with the policies, regulations and requirements of the AS Department as outlined in this guide. Each cadet must accept full responsibility for care and maintenance of the Air Force uniform and textbooks issued to them. Additionally, each cadet agrees to take full responsibility for safeguarding all other U.S. Government property (weapons, flags, computers, etc.) temporarily issued to them at all times.
- 2.4. TRANSFER:** Cadets transferring from an Army, Navy, Marine, or Air Force JROTC units, will be admitted with full credit for the JROTC service satisfactorily completed. To be eligible to wear authorized awards and decorations received from other units, they must be properly documented on the cadet's JROTC personnel record.
- 2.5. RESERVE CADET (RC) PARTICIPATION:** An RC is a student who either 1) completed the entire AFJROTC Academic Program or 2) where the cadet cannot participate in the AFJROTC academic program for that particular year. A student must have been a cadet for at least one academic year prior to being considered a RC. Students meeting these criteria may be designated, with SASI concurrence, as a RC. RCs may participate in all Det TX-200210 AFJROTC activities (community service, drill team, and honor guard, etc.). Time in reserve status does not count towards the Certificate of Completion. RCs may retain their uniform for the entire academic year.
- 2.6. DISENROLLMENT**
- 2.6.1. The following are conditions under which a cadet is considered for disenrollment:
 - 2.6.1.1. Failure to maintain acceptable cadet standards; i.e. poor military bearing, poor dress and appearance, or unacceptable conduct (either on/off campus in/out of uniform).
 - 2.6.1.2. Habitual failure to wear the Air Force uniform each week as required.

- 2.6.1.3. Insubordination or disrespect toward instructors, teachers or cadets of superior rank or position.
- 2.6.1.4. Failure to maintain grooming/dress & appearance outlined in AFI 36-2903.
- 2.6.1.5. Failure to comply with the Willis High School Student Code of Conduct.
- 2.6.1.6. Failure to obey lawful orders of cadet superiors or failure to carry out cadet responsibilities.
- 2.6.1.7. Violations of the Cadet Honor Code.
- 2.6.1.8. Failing academic grades in AS, LE, or other classes.

2.7. REMOVAL FROM AFJROTC

- 2.7.1. The SASI has the authority to remove students from the program at any time during the school year in coordination with counselors if considerations in 2.5 are serious enough to warrant an immediate concern to the good order and discipline of the Corps.
- 2.7.2. Instructors will utilize a progressive discipline system including a range from verbal to administrative consequences.
- 2.7.3. Consequences can range from counseling, limitations on activities, to removal from the program. In some cases, when instructors judge that removal is not warranted, they may limit a cadet's access to AFJROTC activities for a period of time.
- 2.7.4. Instructors will discuss consequences with cadets, inform parents, and coordinate with counselors to remove cadets not meeting standards.
- 2.7.5. The cadet contract outlining and acknowledging understanding of expectations and the disenrollment/removal process will be signed at the beginning of the year by each cadet and their parents.

CHAPTER THREE

CURRICULUM

- 3.1. AEROSPACE SCIENCE/LEADERSHIP EDUCATION (AS/LE):** The AS/LE curriculum consists of four lessons respectively during the course of each marking period. An entire school year will have at least 12 up to 16 lessons from each AS and LE curriculum textbook. The syllabus for that academic year will determine which of the four textbooks will be used. (JROTC 1, 2, 3 and 4)
- 3.1.1. AS 100/LE 100: An introduction to the development of civilian and military aerospace power worldwide. Included are U.S. military history and the role of military airpower in developing and shaping the U.S. civilian and military aerospace communities, introduction to basic aeronautics, aircraft motion and control, rockets and space exploration history. The leadership portion of the course promotes followership and leadership fundamentals, customs and courtesies of the Armed Forces, drill and ceremonies, uniform wear, customs and courtesies, cadet corps organization/leadership, citizenship, and problem-solving techniques. Practical activities are included to promote individual self-reliance, discipline, responsibility, and citizenship. "Followership" skills are strongly emphasized.
 - 3.1.2. AS 200/LE 200: An introduction to the science of flight. It is a general study of meteorology, aviation physiology, aeronautics, aerospace propulsion systems and air navigation. The leadership portion of the course stresses communication skills, leadership training, an understanding of individual and group behavior and solving conflicts. Cadets are provided an opportunity to apply these skills during seminars, exercises and drill and ceremonies.
 - 3.1.3. AS 300/LE 300: An introduction to the manned/unmanned exploration of space and space science. It includes astronautics, astronomy, orbital mechanics, U.S. and foreign space programs, aerospace propulsion systems, rocketry, and space travel along with advanced military and civilian aerospace programs. The leadership portion focuses on life skills & career opportunities to prepare cadets for life after graduation (college, tech school, military, work force, etc.). Cadets practice interviews, prepare applications and do financial planning. In addition, leadership skills are improved to prepare cadets for command and staff positions in the Cadet Corps.
 - 3.1.4. AS 400/LE 400: The AS-IV course emphasizes leadership practice and management of the Cadet Corps. These duties and responsibilities include the challenge of command and staff, individual planning and career management. The course integrates/applies all previous academic and leadership instruction. The cadet commander and senior staff perform leadership duties in the cadet corps. These duties may be rotated each semester to give the maximum number of deserving cadets an opportunity to serve in different command and staff functions.
- The emphasis is on performance and constructive feedback in a positive learning environment. Basic financial planning is introduced for post-high school life.
- 3.2. HEALTH AND WELLNESS:** The Cadet Health and Wellness program. The goals are to create individualized training plans, identify areas of improvement for each cadet and incorporate physical training to meet national standard goals. This program is an exercise program called the Presidential Fitness Challenge.
- 3.3. LEADERSHIP EDUCATION:** The leadership education curriculum is designed to develop leadership skills and involve cadets in as many areas of the AFJROTC program as possible.

Discipline generates enthusiasm for perfection and pride in performance. These are the basis of leadership development and a cadet's motivation to become actively involved. The more each cadet puts into the program, the more he or she will receive in benefits from being a productive member of the AFJROTC program.

- 3.3.1. Cadets are expected to act and behave as responsible and mature young men and women. Likewise, they must earn the right to be treated as young adults by gaining the respect of their fellow cadets during their training in AFJROTC. Cadets must be willing to change their perspective and adjust their attitudes in order to meet the objectives of self-discipline, self-control, and self-responsibility that will be required of them.
- 3.3.2. Cadet leaders are carefully selected by the SASI and are responsible for carrying out most leadership activities. The SASI and ASI mentor the senior cadet leaders—who, in turn, train their subordinates and other cadets who are their junior. This is similar to the training programs at all military academies. Cadets are expected to respond promptly and properly to the SASI/ASI directives and senior cadet leader's instructions. Based on their maturity, leadership potential, demonstrated performance and discipline, cadets will be given rank and promotions commensurate with their abilities and readiness to accept increased responsibilities.
- 3.3.3. As a cadet's experience in the corps is gained, each cadet should receive less direct supervision from the SASI/ASI and more supervision from senior cadet leaders. A fundamental tenant and requirement of military discipline for all cadets is to always be loyal to the Cadet Corps, respect SASI/ASI, and obey the lawful orders of all cadet leaders appointed over them.
- 3.3.4. Formal leadership education is conducted two (2) days each week—normally Wednesday and Thursday. Cadets will undergo a comprehensive “open ranks” inspection (normally on Wednesday) and will be given a grade based on proper uniform wear and personal appearance standards. Uniform grades will range from “0” for failure to wear the uniform, to 100 for meeting the highest U.S. Air Force uniform and personal appearance standards.

CHAPTER FOUR

CADET OPERATIONAL & FUNCTIONAL AREAS

4.1. JOB DESCRIPTION

- 4.1.1. SPECIAL ASSISTANT TO THE SASI (SASASI): The SA to the SASI is an honorary position in the Cadet Corps. The SA will be rendered all appropriate customs and courtesies and honor and respect befitting his/her rank and position. The SA will hold no Command Authority and be appointed to the position by the SASI upon satisfactory completion of his/her term as Gp/CC. Normally, this will occur at the end of the first semester. The SA will normally retain the highest rank held as Gp/CC until the end of the current school year. The SA to the SASI is responsible to the SASI for all duties and responsibilities as the SASI may direct. These may include:
 - 4.1.1.1. Advising/assisting the Gp/CC and/or Group Staff
 - 4.1.1.2. Advising/assisting the SASI or ASI as needed
 - 4.1.1.3. Other projects/responsibilities assigned by the SASI or Gp/
- 4.1.2. SPECIAL ASSISTANT TO THE ASI (SAASI): The SA to the ASI is an honorary position in the Cadet Corps. The SA will be rendered all appropriate customs and courtesies and honor and respect befitting his/her rank and position. The SA will hold no Command Authority and be appointed to the position by the SASI upon satisfactory completion of his/her term as Gp/CC. Normally, this will occur at the end of the second semester. The SA will normally retain the highest rank held as Gp/CC until the end of the current school year. The SA to the ASI is responsible to the ASI for all duties and responsibilities as the ASI may direct. These may include:
 - 4.1.2.1. Advising/assisting the Gp/CC and/or Group Staff
 - 4.1.2.2. Advising/assisting the SASI or ASI as needed
 - 4.1.2.3. Other projects/responsibilities assigned by the ASI or Gp
- 4.1.3. CADET GROUP COMMANDER (Gp/CC): The Gp/CC is supervised/mentored by the SASI and is responsible for the following:
 - 4.1.3.1. Command and control of the Cadet Group, through staff officers and subordinate commanders.
 - 4.1.3.2. Maintaining and enforcing high standards of cadet grooming, dress, appearance, discipline, efficiency, training, morale, esprit de corps, and operation.
 - 4.1.3.3. Supervising and directing all the activities of his/her staff. This authority may be delegated to the Deputy Group Commander; however, *RESPONSIBILITY CANNOT BE DELEGATED TO A SUBORDINATE.*
 - 4.1.3.4. Assigning cadets to projects and committees, outlining duties, establishing completion dates, monitoring progress, and ensuring project completion.
 - 4.1.3.5. Recommendations for promotions and leadership position changes are submitted to the ASI for comments, prior to submission to the SASI for final action. *PROMOTIONS OR LEADERSHIP POSITION CHANGES WILL NOT BE ACCOMPLISHED WITHOUT SASI APPROVAL.*
 - 4.1.3.6. Coordinating all group activities with the SASI/ASI and advising them of all school and non-school related activities affecting the Cadet Group.
 - 4.1.3.7. Check with SASI/ASI scheduling calendar and obtain permission before adding anything to cadet activities planning board.
 - 4.1.3.8. Authorized to wear light blue staff arch.
- 4.1.4. CADET DEPUTY GROUP COMMANDER (Gp/DC): The Gp/DC is supervised by the Group Commander and is responsible for:
 - 4.1.4.1. Learning and practicing all duties of the Gp/CC

- 4.1.4.2. Assumes command in the absence of the Gp/CC.
- 4.1.4.3. Assisting the Gp/CC as directed.
- 4.1.4.4. Chairing, organizing and implementing cadet evaluation boards.
- 4.1.4.5. Keeping the Gp/CC always informed of all activities.
- 4.1.4.6. Authorized to wear light blue staff arch.
- 4.1.5. **CADET SUPERINTENDENT:** The Superintendent is supervised by the Gp/CC and is responsible for:
 - 4.1.5.1. Advising the Gp/CC on all activities relating to all enlisted cadets in the cadet corps and proposing solutions.
 - 4.1.5.2. Providing recommendations to the Gp/CC on specific actions relating to enlisted cadets.
 - 4.1.5.3. Liaison between enlisted cadets and the Senior Staff.
 - 4.1.5.4. Performing other duties as assigned by the Gp/CC.
 - 4.1.5.5. Authorized to wear light blue staff arch
- 4.2. **CADET SENIOR STAFF**
 - 4.2.1. The Cadet Senior Staff is approved by the SASI in coordination with the Gp/CC and Gp/DC. The Cadet Senior Staff consists of the Cadet Superintendent, Operation Squadron Commander (OPS/CC), Leadership Development Requirement Squadron Commander (LDR/CC), Kitty Hawk Commander (KH/CC), Support Squadron Commander (SS/CC), Cadet Executive Officer (XO), and Group Public Affairs Officer (PA).
 - 4.2.2. **SQUADRON COMMANDERS (Sq/CC):** Sq/CCs are supervised by the Gp/CC and will hold the highest rank of Cadet Major. Responsible for:
 - 4.2.2.1. Setting the highest standards of conduct and behavior for all subordinate cadets to emulate.
 - 4.2.2.2. Planning, organizing, directing, and supervising the activities within their squadrons to support the cadet group.
 - 4.2.2.3. Supervising, inspecting and enforcing the proper wear of the uniform by all cadets.
 - 4.2.2.4. Ensuring all cadets develop leadership skills commensurate with their individual abilities.
 - 4.2.2.5. Keeping the Gp/CC advised of personnel issues, discipline problems and the state of morale in their respective squadron.
 - 4.2.2.6. Participating in parades and other group activities related to drill and ceremonies.
 - 4.2.2.7. Each Sq/CC is responsible for the specific tasks assigned to ensure equitable distribution of work and to perform their duties and responsibilities.
 - 4.2.2.8. Authorized to wear light blue staff arch.
 - 4.2.3. **CADET OPERATIONS SQUADRON COMMANDER (OPS/CC):** The OPS/CC holds the maximum rank of Cadet Major and is selected by the SASI upon coordination with the Gp/CC. He/she is directly responsible to the Gp/CC for:
 - 4.2.3.1. Command & control of day-to-day operations of the cadet operations.
 - 4.2.3.2. Effective and efficient command and control, and day to day operation of the Cadet Flights
 - 4.2.3.3. Group Personnel Management (maintaining personnel records, promotions, awards, promotion testing, etc.).
 - 4.2.4. **CADET OPERATIONS SQUADRON SUPERINTENDENT (OPS/Supt)**
 - 4.2.4.1. Holds the maximum rank of Cadet Senior Master Sergeant and is supervised by their Squadron Commander.

- 4.2.4.2. Advises the OPS/CC on command & control of day-to-day operations of the cadet operations.
- 4.2.4.3. Provides recommendations on effective and efficient command and control, and day to day operation of the Cadet Flights
- 4.2.4.4. Communicates with Flight Chiefs on Group Personnel Management (maintaining personnel records, promotions, awards, promotion testing, etc.).
- 4.2.5. CADET SUPPORT SQUADRON COMMANDER (SS/CC): The SS/CC holds the maximum rank of Cadet Major. He/she is responsible for;
 - 4.2.5.1. Assisting the ASI issuing uniforms to cadets.
 - 4.2.5.2. Conducting beginning of Year inventory.
 - 4.2.5.3. Conducting end of Year inventory.
 - 4.2.5.4. Uploading all issued items into Wings NLT 48 Hours after issue.
 - 4.2.5.5. Returning all items into Wings when returned NLT 48 hours after return.
 - 4.2.5.6. Maintaining the Gp/CC uniform supply and all inventory/logistic needs.
 - 4.2.5.7. Managing all Automated Data Processing Equipment (ADPE) resources within Det TX-200210.
 - 4.2.5.8. Ensuring all ADPE resources have up-to-date software/hardware as directed by the SASI/ASI.
 - 4.2.5.9. Ensuring all floppy disks/flash drives are scanned for viruses prior to being used on ADPE resources.
 - 4.2.5.10. Identify ADPE requirements to the SASI/ASI and assisting cadets in the use of ADPE resources.
 - 4.2.5.11. It is unlawful to knowingly install a virus on a computer.
- 4.2.6. CADET SUPPORT SQUADRON SUPERINTENDENT (SS/Supt)
 - 4.2.6.1. Holds the maximum rank of Cadet Senior Master Sergeant and is supervised by their Squadron Commander.
 - 4.2.6.2. Assisting the SS/CC issuing uniforms to cadets.
 - 4.2.6.3. Support in conducting beginning of Year inventory.
 - 4.2.6.4. Assist in conducting end of Year inventory.
 - 4.2.6.5. Assist in uploading issued items into Wings NLT 48 Hours after issue.
 - 4.2.6.6. Assist in returning items into Wings, NLT 48 hours after return.
 - 4.2.6.7. Provides recommendations and assists with maintaining the Gp/CC uniform supply and all inventory/logistic needs.
 - 4.2.6.8. Assist in managing all Automated Data Processing Equipment (ADPE) resources within Det TX-200210;
 - 4.2.6.9. Assist in ensuring all ADPE resources have up-to-date software/hardware as directed by the SASI/ASI;
 - 4.2.6.10. Assist in ensuring all floppy disks/flash drives are scanned for viruses prior to being used on ADPE resources;
 - 4.2.6.11. Assist in identifying ADPE requirements to the SASI/ASI and assisting cadets in the use of ADPE resources.
 - 4.2.6.12. It is unlawful to knowingly install a virus on a computer.
- 4.2.7. CADET LEADERSHIP DEVELOPMENT REQUIREMENT SQUADRON COMMANDER (LDR/CC): The LDR/CC holds the maximum rank of Cadet Major and is selected by the SASI upon coordination with the Gp/CC. He/she is directly responsible to the Gp/CC for;
 - 4.2.7.1. Overseeing the operation of all Leadership Development Requirement activities within the Group.
 - 4.2.7.2. Upload all community service activities into Wings on a weekly basis.

- 4.2.7.3. Upload all Leadership Development Requirement activities into Wings on a weekly basis.
- 4.2.7.4. Supervises all Team Commanders
- 4.2.7.5. Any team the group staff seeks to start needs approval from the SASI.
- 4.2.8. CADET LEADERSHIP DEVELOPMENT REQUIREMENT SUPERINTENDENT (LRD/Supt)
 - 4.2.8.1. Holds the maximum rank of Cadet Senior Master Sergeant and is supervised by their Squadron Commander.
 - 4.2.8.2. Recommends and advises the LDR/CC for overseeing the operation of all Leadership Development Requirement activities within the Group.
 - 4.2.8.3. Assist in uploading all community service activities into Wings on a weekly basis.
 - 4.2.8.4. Supports the recommendations and orders of the LDR/CC for Supervision of all the Team Commanders
 - 4.2.8.5. Any team the group staff seeks to start needs approval from the SASI.
- 4.2.9. EXECUTIVE OFFICER: The Executive Officer (XO) is supervised by the Gp/DC and is responsible for:
 - 4.2.9.1. Preparing, maintaining, and updating cadet personnel records for all cadets in the cadet group.
 - 4.2.9.2. Administration, control, and coordination of the cadet promotion program.
 - 4.2.9.3. Monitoring and administering the Cadet Awards & Decorations Program.
 - 4.2.9.4. Ensuring organizational charts & chain of command listings are current.
 - 4.2.9.5. Preparing/publishing special orders for promotions and awards
 - 4.2.9.6. Maintaining a record of unit community service activities.
- 4.2.10. PUBLIC AFFAIRS OFFICER (PA): The PA is supervised by the Gp/DC and is responsible for:
 - 4.2.10.1. Coordinating with school officials to ensure Det TX-200210 cadets and their activities receive adequate publicity;
 - 4.2.10.2. Publishing a monthly Cadet Group Newsletter;
 - 4.2.10.3. Preparing information and activities for the school's weekly Paw Print
 - 4.2.10.4. Preparing an article for the school news paper
 - 4.2.10.5. Coordinating with the school yearbook committee in ensure AFJROTC is in the yearbook.
 - 4.2.10.6. Preparing the end of the year slide show for the annual military ball
 - 4.2.10.7. Providing a photographic record of all AFJROTC activities and events
 - 4.2.10.8. ALL articles and publications must be provided to the SASI/ASI for approval prior to release.
 - 4.2.10.9. Developing a group remind for cadets to have access to information.
 - 4.2.10.10. The PA will work in close coordination with Group Historian to maintain a unit scrapbook.
 - 4.2.10.11. The PA will also assist the SASI/ASI in recruiting activities.
- 4.2.11. COMMANDER'S SUPPORT STAFF (CSS)
 - 4.2.11.1. Reports to and supervised by the XO.
 - 4.2.11.2. Preparing, maintaining, and updating cadet personnel records for all cadets in the cadet group.
 - 4.2.11.3. Administration, control, & coordination of the cadet promotion program.
 - 4.2.11.4. Monitoring and administering the Cadet Awards & Decorations Program.
 - 4.2.11.5. Ensuring the organizational charts & chain of command listings are current.
 - 4.2.11.6. Preparing and publishing special orders for promotions and awards
 - 4.2.11.7. Maintaining a record of unit community service activities.

4.3. **CADET FLIGHT**

- 4.3.1. The Cadet Flight is the basic organizational command unit in Det TX-200210. Each Cadet Flight is commanded by a Cadet Flight Commander (Flt/CC) with the highest rank of Cadet 2nd Lieutenant. The Flt/CC is assisted with the command and control of the flight by a Flight Chief (or Assistant Flight Commander (AFC)) with the highest rank of Cadet Master Sergeant. Each flight corresponds to a school class period—first class of the day is Alpha Flight, second is Bravo Flight etc....
- 4.3.2. **FLIGHT COMMANDER:** The Flight Commander (Flt/CC) is trained and supervised by the OPS/CC. They are responsible for:
 - 4.3.2.1. Setting and maintaining high standards of conduct and behavior for all cadets to emulate.
 - 4.3.2.2. Command and control of their respective flights by taking charge of the classroom when the instructor is temporarily absent from the room.
 - 4.3.2.3. Ensuring all flight members acquire the proper uniforms.
 - 4.3.2.4. Maintaining discipline and good order and leading cadets in classroom activities, during field trips, performances, and similar activities.
 - 4.3.2.5. Recommend promotions and leadership positions for all cadet leaders assigned to his/her flight.
 - 4.3.2.6. Instructing the flight in drill and ceremonies
 - 4.3.2.7. Inspecting cadet uniforms.
 - 4.3.2.8. Judging flight competitive activities.
 - 4.3.2.9. Acting in the capacity of the instructor in the classroom and elsewhere when the instructor is temporarily absent.
- 4.3.3. **FLIGHT CHIEF or ASSISTANT FLIGHT COMMANDER:** The Flight Chief is supervised by the respective Flt/CC and is responsible for:
 - 4.3.3.1. Taking charge and maintaining control of the class in the absence of the FL/CC and or SASI/ASI.
 - 4.3.3.2. Inspecting cadet uniforms and judging flight competitive activities.
 - 4.3.3.3. Assisting the Flt/CC in training cadets to properly execute all drill movements.
 - 4.3.3.4. Training and supervising during classroom activities.
- 4.3.4. **ELEMENT LEADER (EL):** The ELs are trained and supervised by the respective Flt/CC/Flight Chief and are responsible for:
 - 4.3.4.1. Setting an example of conduct and behavior for all subordinates to emulate.
 - 4.3.4.2. Training and leading the element in drill and ceremonial activities.
 - 4.3.4.3. Ensuring the cadets in their element have all appropriate uniform items.
 - 4.3.4.4. Maintaining order in their respective elements and ensuring all cadets assigned to the element follow all applicable classroom rules as well as supervising the cadets within their element.
 - 4.3.4.5. The First EL will automatically assume command of the flight in the absence of Flt/CC and Flight Chief.
 - 4.3.4.6. The Second, Third, and Fourth ELs will take charge of the flight in similar fashion to the First EL.
- 4.3.5. **FLIGHT PERSONNEL NCO:** The Flight Personnel Officer is supervised by the Flt/CC and is responsible for:
 - 4.3.5.1. Preparing, maintaining, and updating cadet personnel records for all cadets in the flight.
 - 4.3.5.2. Administration, monitoring and gathering information for Cadet Awards and Decorations Program.

- 4.3.5.3. Ensuring the flight charts and chain of command listings are current.
- 4.3.5.4. Maintaining a record of flight community service activities.
- 4.3.6. **FLIGHT LOGISTICS NCO (LG):** The LG is supervised by the Flt/CC and is responsible for:
 - 4.3.6.1. Assisting the ASI in performing routine uniform inventory, issue, receipt, accounting, and turn-in of all uniforms.
 - 4.3.6.2. Assisting the ASI in the Annual Inventory, cleaning and ordering of uniforms.
 - 4.3.6.3. Providing guidance to the Group Staff on logistics procedures.
 - 4.3.6.4. Maintaining supply room cleanliness and ensuring only authorized cadets have access to supply items.
 - 4.3.6.5. Assisting the ASI in ensuring an adequate supply of expendable uniform items are readily available for issue.
- 4.3.7. **FLIGHT PHYSICAL TRAINING LEADER (PTL) & ALTERNATE (PTLA):** The PTL/PTLA are supervised by the Flt/CC and responsible for:
 - 4.3.7.1. Coordinating all PT activities for the flight.
 - 4.3.7.2. Reporting attendance and PT uniform discrepancies through Flt/CC to SASI/ASI.
 - 4.3.7.3. The PTLA will take over all responsibilities and duties only when the PTL is absent.

4.4. **SPECIAL POSITION JOB DESCRIPTIONS**

- 4.4.1. **AEROSPACE CLUB COMMANDER:** He/she is supervised by the SASI, reports to the LDR/CC, and is responsible for:
 - 4.4.1.1. Coordinating all the activities of the Flight Simulator, Model Aircraft Building, and the Remote-Control Aircraft.
 - 4.4.1.2. These activities include scheduling practices and competitions, determining supply and equipment requirements.
 - 4.4.1.3. Ensuring the safety of all club activities and recruiting new members.
 - 4.4.1.4. Teaching safety and parts of planes, jets, etc.
 - 4.4.1.5. Responsible of all Flight Simulator equipment.
 - 4.4.1.6. All team members are trained and certified in safety requirements and R/C flight operations.
 - 4.4.1.7. Maintaining and storing all R/C aircraft supplies and equipment.
 - 4.4.1.8. Safety of all R/C Aircraft Team practices and performances.
- 4.4.2. **CYBER SECURITY:** He/she is responsible for:
 - 4.4.2.1. Coordinating Cyber Patriot issues.
 - 4.4.2.2. Helping provide information security for unit information systems.
 - 4.4.2.3. Helping handle any unit cyber/information technology issue.
 - 4.4.2.4. Is the POC for the unit web site.
- 4.4.3. **HISTORIAN:** The Historian is supervised by the SS/CC and is responsible for:
 - 4.4.3.1. Maintaining the unit scrapbook.
 - 4.4.3.2. The historian must coordinate closely with cadet public affairs.
 - 4.4.3.3. Ensure all unit activities are documented & included in the unit scrapbook.
- 4.4.4. **FINANCIAL MANAGEMENT OFFICER (FM):** The FM is supervised by LDR/CC and is responsible for:
 - 4.4.4.1. Assisting the cadet group staff and the SASI/ASI in planning, organizing, coordinating, and controlling unit fund raising activities.
 - 4.4.4.2. Assisting the ASI with preparing the group budget, including cost of field trips, base visits, transportation, equipment and supplies, military balls, picnics, etc.
 - 4.4.4.3. The FM must maintain close coordination with other staff officers.

- 4.4.5. DRILL TEAM COMMANDER(s): The Drill Team Commander(s) is/are supervised by the ASI, and reports to the LDR/CC. He/she is responsible for:
 - 4.4.5.1. Planning and coordinating all Drill Team activities and competitions.
 - 4.4.5.2. Ensuring that all Drill Team equipment is on hand and in good repair.
 - 4.4.5.3. Recruiting for the Drill Team.
 - 4.4.5.4. Working with the ASI to organize and train the Cadet Drill Team.
 - 4.4.5.5. The following Drill Teams are authorized to include an assigned Team Commander for each.
 - 4.4.5.5.1. Unarmed Regulation Drill Team
 - 4.4.5.5.2. Armed Regulation Drill Team
 - 4.4.5.5.3. Unarmed Exhibition Drill Team
 - 4.4.5.5.4. Armed Exhibition Drill Team
- 4.4.6. ROCKETRY TEAM COMMANDER: The Cadet Model Rocketry Team Commander is supervised by the LDR/CC, and is responsible for:
 - 4.4.6.1. Planning, organizing, and coordinating all Rocket Team activities.
 - 4.4.6.2. Training all team members for knowledge and safety requirements.
 - 4.4.6.3. Certifying all Rocket Team members for knowledge and safety.
 - 4.4.6.4. Maintaining and storing all rocketry supplies and equipment.
 - 4.4.6.5. Safety of all practice and competition activities, scheduling practices.
 - 4.4.6.6. Selecting competitors for competitions.
- 4.4.7. DELETED
- 4.4.8. KITTY HAWK AIR SOCIETY COMMANDER (KH/CC): The KH/CC is attached to the GP/CCs staff but is supervised by and responsible to the SASI for:
 - 4.4.8.1. Commanding the Kitty Hawk Air Society & Academic Team
 - 4.4.8.2. Planning and organizing special projects assigned by the SASI.
 - 4.4.8.3. Ensuring all eligible cadets are informed of and enrolled.
 - 4.4.8.4. Organizing all Kitty Hawk activities such as special dances, contests, competitions, visits to Senior Citizens homes, hospitals, shelters, etc.
 - 4.4.8.5. Maintaining all Kitty Hawk records and meeting notes and organizing the Kitty Hawk staff.
 - 4.4.8.6. Will be authorized to wear light blue staff arch.
 - 4.4.8.7. Is the JLAB Team captain
 - 4.4.8.8. Coordinating team participation.
 - 4.4.8.9. Provide academic study materials for academic competitions.
 - 4.4.8.10. Schedule all practices depending on the format of the competitions.
- 4.4.9. AWARENESS PRESENTATION TEAM COMMANDER (APT/CC): The APT/CC is supervised by the ASI, reports to the LDR/CC, and responsible for:
 - 4.4.9.1. Coordinating with the ASI on selecting topics.
 - 4.4.9.2. Conducting appropriate research.
 - 4.4.9.3. Preparing presentations for approval.
- 4.4.10. AFJROTC CHOIR COMMANDER: The AFJROTC Choir Commander is supervised by the SASI, and reports to the LDR/CC and responsible for:
 - 4.4.10.1. Coordinating with the SASI on scheduling practices.
 - 4.4.10.2. Maintaining choir membership.
 - 4.4.10.3. Selecting members.
 - 4.4.10.4. Preparing music selections for performances.
- 4.4.11. RHYTHMIC SQUAD COMMANDER: The Rhythmic Squad, supervised by the SASI, reports to the LDR/CC and responsible for:
 - 4.4.11.1. Coordinating with the SASI in planning and design dances
 - 4.4.11.2. Teach the cadet corps during scheduled CH&W.

- 4.4.11.3. Scheduling all meetings outside of CH&W.
- 4.4.12. **COLOR GUARD COMMANDER:** The Color Guard Commander is supervised by the ASI, reports to the LDR/CC and responsible for:
 - 4.4.12.1. Planning and coordinating all activities
 - 4.4.12.2. Planning and coordinating all competitions.
 - 4.4.12.3. Ensuring that all equipment is on hand at activities & competitions.
 - 4.4.12.4. Ensuring that all equipment is in good repair.
 - 4.4.12.5. Recruiting team members
 - 4.4.12.6. Training the Cadet Color Guard.
- 4.4.13. **RAIDER (PHYSICAL TRAINING) COMMANDER:** The Raider Commander is supervised by the SASI, reports to the LDR/CC and responsible for:
 - 4.4.13.1. Planning and coordinating all activities.
 - 4.4.13.2. Planning and coordinating all competitions.
 - 4.4.13.3. Creating and executing workouts and exercise.
 - 4.4.13.4. Promoting the Health and Wellness program.
- 4.4.14. **MARKSMANSHIP COMMANDER:** The Marksmanship Team Commander is supervised by the SASI/ASI, reports to the LDR/CC, and is responsible for:
 - 4.4.14.1. Recruiting, training, and supervising members
 - 4.4.14.2. Arranging practice times.
 - 4.4.14.3. Coordinating with the ASI and other school/organizational officials for use of gym annex for competitions and practices.
 - 4.4.14.4. Ensuring SAFETY from shooting accidents is a priority
 - 4.4.14.5. Ensures rifles are kept clean and securely put away after use.
 - 4.4.14.6. Maintaining a contact list of everyone on the team.
- 4.5. **CADET CORPS ORGANIZATION:**
 - 4.5.1. The organizational unit of the AFJROTC Cadet Corps at Willis High School is Det TX-200210 Cadet Group. The Cadet Group is organized similar to an active-duty Air Force Group and is the highest organizational command and administrative level of Det TX-200210.
 - 4.5.2. **CADET RESPONSIBILITIES:** All cadets are responsible for:
 - 4.5.2.1. Adhering to the rules and instructions contained in this Cadet Guide, and AFROTC Instructions governing the AFJROTC program.
 - 4.5.2.2. Following directions and obeying orders of superior cadet officers and NCOs appointed over them.
 - 4.5.2.3. Volunteering for and assuming additional duties without being directed by cadet leaders or instructors.
 - 4.5.2.4. Striving to become leaders and demonstrating leadership potential.
 - 4.5.2.5. Have the responsibility of their flight once every six weeks, in order of flight A,B,C ,etc., raising the flag Monday mornings.
- 4.6. **OFFICER/NCO RESPONSIBILITIES**
 - 4.6.1. **BRIEF ALL FLIGHTS:**
 - 4.6.1.1. Officers and NCOs in command positions will present briefings as necessary to keep cadets under their command informed of all activities for which they are responsible.
 - 4.6.1.2. This requirement will not be delegated.
 - 4.6.1.3. The SASI/ASI will approve timing of the briefings.
 - 4.6.1.4. At times, this briefing may be accomplished by letter, if approved by the SASI/ASI.

- 4.6.2. **SET THE EXAMPLE:** All officers and NCOs must set the proper example and live up to high standards, especially proper wear of the uniform and wearing civilian clothing in accordance with school dress code. Also, appropriate treatment of fellow cadets, students, teachers, and all school staff are moral responsibilities. As in the Air Force, being a cadet Officer/SNCO in the Cadet Group is a 24 hour-a-day 7 day a week job. Officers/SNCOs who do not properly wear the uniform will receive a letter of counseling from their respective supervisor. **REPEATED UNIFORM VIOLATIONS** by a cadet Officer /SNCO will result in the cadet's removal from his/her group position and possible disenrollment from the Cadet Corps.
- 4.6.3. **PROFICIENCY:** Officers and NCOs should constantly strive to do a better job. They should know your subordinate's responsibilities and learn more about AFJROTC policies and procedures by reviewing applicable regulations. Officers/NCOs will ensure that subordinates remain proficient in their areas of responsibility.
- 4.6.4. **SUPERVISE, ADVISE, AND LEAD:** As subordinates depend on senior officers and NCOs for guidance, officers and NCOs should constantly strive to be better supervisors, managers, leaders, cadets, and team players. In this way, everyone benefits from the strength of the group. Teamwork generates bonds of friendship and comradery.
- 4.6.5. **WORKDAYS:** Schedule workdays as required for performing required duties.

CHAPTER FIVE

CADET EXPECTATIONS

5.1. FLAG DETAIL

- 5.1.1. A detail of cadets will be responsible for raising the flags at the beginning of the week.
- 5.1.2. Each flight will be assigned on a weekly basis. Starting with Alpha Flight. The flag detail will consist of a minimum of four cadets.
- 5.1.3. A detail from Advanced Honors Course will retire the flags at the end of the week.
- 5.1.4. Flags will not be raised during severe weather and should be lowered as soon as possible before bad weather begins.
- 5.1.5. Each cadet that is present and participating during raising or lowering of flags will be awarded 15 minutes of community service for that week.

5.2. BULLETIN BOARD

- 5.2.1. Every cadet is required to check all bulletin boards in the classroom for information pertaining to him/her each day they are scheduled for class.
- 5.2.2. Cadets are required to read and initial each notice containing their names on the bulletin board to indicate they have read and understood all the information pertaining to them.

5.3. CLASSROOM CONDUCT

- 5.3.1. To receive permission to speak, cadets will raise their hands and wait to be recognized by the instructor.
- 5.3.2. Cadets will use the term “sir/ma’am” when speaking to instructors, and each other.
- 5.3.3. Before leaving the classroom, cadets will ensure that desks are in proper alignment, the area is neat, clean and all materials are secured.

5.4. CLASSROOM PROCEDURES

- 5.4.1. Prior to entering the classroom no phones, chargers, and earbuds are visible and will remain out of sight until you exit the room.
- 5.4.2. Upon entering the classroom each cadet will place all belongings on floor underneath desk and cell phones into phone caddy.
- 5.4.3. The first cadet in the classroom will distribute all name placards for the desk and uniform inspection sheet if it is Wednesday.
- 5.4.4. The second cadet in the room will distribute all class folders.
- 5.4.5. The third cadet in the classroom will distribute the correct book for the day.
- 5.4.6. At the warning bell all cadets move to the middle of the classroom in line formation and wait while standing at rest
 - 5.4.6.1. The ELs will determine who is missing from their element.
- 5.4.7. After the tardy bell rings
 - 5.4.7.1. The Flight Chief closes the door and lets no-one in until the Roll Call procedures are complete.
 - 5.4.7.2. The Flt/CC will command “FLIGHT ATTENTION”.
- 5.4.8. The Flt/CC will lead the flight in reciting.
 - 5.4.8.1. AF Core Values
 - 5.4.8.2. Cadet Honor Code
 - 5.4.8.3. The first verse of the Air Force Song by stating “one, two, ready sing”.
- 5.4.9. Once completed, the Flt/CC or Flight Chief will command “REPORT”.
- 5.4.10. ROLL CALL: (Every Flight Member is at ATTENTION)

- 5.4.10.1. The First EL will state “Sir/Ma’am All present and/or accounted for” and give names of those absent and/or tardy.
- 5.4.10.2. The Second EL will state “Sir/Ma’am All present and/or accounted for” and give names of those absent and/or tardy.
- 5.4.10.3. The Third EL will state “Sir/Ma’am All present and/or accounted for” and give names of those absent and/or tardy.
- 5.4.10.4. The Fourth EL will state “Sir/Ma’am All present and/or accounted for” and give names of those absent and/or tardy.
- 5.4.11. The Flt/CC will command AT EASE.
- 5.4.12. All cadets will remain at their position.
- 5.4.13. The Flt/CC will call roll using the attendance book provided.
- 5.4.14. The Flt/CC will record all absences and tardies into the attendance book.
- 5.4.15. The Flt Chief will report to the SASI/ASI office for recording.
- 5.4.16. After the EL reads the announcements the Flt/CC will command Flight ATTENTION and then command FALLOUT.
- 5.4.17. All cadets will go and have a seat.

5.5. ACADEMIC GRADING POLICY

- 5.5.1. Grades from the Aerospace Science portion of the course consist of major and daily grades and graded by the SASI/ASI.
- 5.5.2. The leadership education portion of the course consists of major and daily grades and graded by the SASI/ASI.
- 5.5.3. The CHWP portion of the program also has major and daily grades based on weekly participation and scheduled assessments.
- 5.5.4. Drill is evaluated by the SASI/ASI.
- 5.5.5. Cadets earn 4 marking period grades, 2 semester grades, and 1 final grade during the school year.
- 5.5.6. Grades are computed in accordance with Willis ISD (WISD) grading policy.

5.6. MAKE-UP

- 5.6.1. After an absence, it is the cadet’s responsibility to check with his/her Flt/CC or Flight Sergeant for any missed work or assignments.
- 5.6.2. DO NOT ask the instructors for assignments or missed work.
- 5.6.3. Missed assignments and tests may be made-up with approval of the SASI/ASI and in accordance with school policy.
- 5.6.4. However, after an absence, it is the responsibility of the cadet to request and schedule any make-up work. All make-up work must be completed within 2 school days after return to class.

5.7. UNIFORM INSPECTION (MAJOR GRADE)

- 5.7.1. Uniform wear is a large part of the AFJROTC program and an Air Force Headquarters requirement.
- 5.7.2. ALL cadets are required to wear the appropriate uniform each Wednesday, from the start of the school day until released.
 - 5.7.2.1. Cadets may not change out of the uniform during the school day unless approved by the SASI and ASI.
 - 5.7.2.2. If approved to change out for a particular class the cadet must change back to the uniform for the remainder of the day.
- 5.7.3. Make-up day for excused absences on uniform day is the following Thursday and Friday (if absent on Thursday and Friday the graded will be given a X. The major grade will not

be affected if an excused absence is determined for all three days Wed, Thurs, and Fri). If at school on Thursday but not in uniform a 0 will be given. Friday will be a makeup with the maximum grade allowed is an 80.)

- 5.7.4. Failing to wear the uniform on assigned days, you were present, will result in a major grade of “0%”.
 - 5.7.4.1. You can improve your grade if you wear it on Thurs, but you will receive a maximum major grade of “80%”.
 - 5.7.4.2. You can improve your grade if you wear it on Fri, but you will receive a maximum major grade of “60%”.
 - 5.7.4.3. Failing to wear the uniform on a makeup day will result in a uniform grade of 0%”.
 - 5.7.4.4. Failing to wear the uniform can lead to disenrollment from the course.
- 5.7.5. Failure to turn in uniforms by the end of the course/year will result in an overall “I” incomplete grade for the course and the assistant principal notified.
- 5.7.6. Additionally, the student will be placed on the “Fines/Holds” list until the uniforms are paid for/returned.
- 5.7.7. Three unexcused uniform wear days in each semester is sufficient grounds for immediate dismissal (failing) from AFJROTC program.

Note: HABITUAL NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.

MAJOR GRADES (60% of overall grade)	DAILY GRADES (40% of overall grade)
Uniform wear or weekly test for Opt-Out cadets	Class Attendance, preparation, and participation
Exams (Midterm & Final)	Quizzes
Projects, Parades and Special Events	Class work and PT Uniform Wear
Wellness Assessments	Drill

5.8. CADET SALUTING

- 5.8.1. The subordinate cadet always salutes first and holds the salute until the superior cadet officer returns it.
- 5.8.2. Saluting is an absolute requirement and an indispensable part of leadership training.
- 5.8.3. When done properly, it is the highest form of military discipline.
- 5.8.4. Cadets are expected to render the salute with snap and precision reflecting great pride in them.
- 5.8.5. Always salute from the position of attention, whether you are standing or moving.
- 5.8.6. All cadets, regardless of cadet rank will salute the SASI & all other military officers.
- 5.8.7. Saluting is only done outdoors. However, cadets will salute when reporting to the SASI/ASI in the classroom or in their office and when reporting to the president of a cadet board.

5.9. AUTHORITY

- 5.9.1. Cadet Officers/NCOs in leadership positions in the classroom have the authority of the instructor when no instructor is present in the room.
- 5.9.2. Cadets in leadership positions may excuse a cadet from a class or formation momentarily only in an emergency. The instructor will be informed immediately of these actions.

5.9.3. Cadets will not change existing orders, directives, or regulations at any time.

5.10. ORDERS AND DIRECTIVES

5.10.1. Cadet Officers/NCOs should correct cadets whether in or out of uniform if they are engaged in unacceptable behavior.

5.10.2. If the cadet refuses to correct his/her conduct, the offence will be reported, in writing, to the cadets' Flt/CC for review and action.

5.10.3. Reports must ensure the offense is officially documented.

5.11. HAZING: Prohibition of Physical Discipline and Hazing. Any form of hazing, whether verbal or physical, will not be tolerated within any AFJROTC unit or activity. In addition, requiring cadets, individually or as a group, to perform any physical action as a reprimand, punishment, or for failure to perform will also not be tolerated. Cadets will not condone or encourage any type of hazing or initiation rituals.

5.11.1. Examples of prohibited physical activities include, but are not limited to: push- ups, running laps, or any inappropriate physical contact such as shoving, pulling or grabbing.

5.11.2. Any form of verbal abuse, teasing, public rebuke or any attempt to otherwise humiliate a cadet is prohibited.

5.11.3. This prohibition is applicable to all AFJROTC unit activities, and includes instructors, cadets and any personnel involved with or participating in an AFJROTC unit or activity.

5.11.4. Unauthorized Clubs. No unit may encourage, facilitate, or otherwise condone secret societies or private clubs as part of the AFJROTC program.

5.12. HARASSMENT AND/OR DISCRIMINATION: NO FORM OF SEXUAL HARASSMENT WILL BE TOLERATED FROM MALES OR FEMALES AT ANY TIME. Any of the following may constitute sexual harassment or discrimination:

5.12.1. Physical Contact: Uninvited touching, squeezing of a person's shoulder, massages, or unwanted embrace.

5.12.2. Gestures: Puckering one's lips suggestively or making obscene signs towards another with one's hands, or other parts of the body.

5.12.3. Jokes: Telling off-color, ethnic, cultural, or racial jokes.

5.12.4. Pictures: Displaying pin-ups, particularly those of scantily clad individuals.

5.12.5. Comments: Unflattering generalities that lump certain groups together or denigrate others.

5.12.6. Terms of Endearment: Calling anyone "honey bun," "dearest," "sweetheart," or similar expressions may be perceived as harassment. The effect on the other person is the primary issue rather than one's intent. Even if a cadet has "used the term for years," he/she should be aware that these expressions may offend someone.

5.12.7. Questionable Compliments: examples: "Nice legs!" "You look hot in that outfit!" and other compliments like these can make individuals feel uncomfortable or worse.

5.13. CADET EVALUATION BOARD (CEB)

5.13.1. CEB meets at the direction of the SASI. The purpose of the CEB is a fact-finding body for the SASI. The findings and recommendations of the CEB may be forwarded to the ASI for comment before forwarding to the SASI. The SASI must approve all recommendations before any action is taken against a cadet. Among the issues the CEB may be used to evaluate are, but not limited to:

5.13.2. Determine if a cadet failed to comply with Air Force standards or has engaged in unethical, immoral, or otherwise unacceptable behavior.

- 5.13.3. Recommend appropriate disciplinary action or dismissal from the corps for threats, insubordination, intimidation, disobedience, or immoral conduct. This applies to any act prejudicial to good order and discipline in the corps.
- 5.13.4. Recommend cadets for demotion in rank or removal from a leadership position for inappropriate behavior or conduct unbecoming a cadet.
- 5.13.5. Investigate alleged violations of the Cadet Honor Code (lying, cheating or stealing) and recommend disciplinary action.
- 5.13.6. The SASI (ASI if not available) will appoint members for a CEB from the Gp/CC, Gp/DC, Sq/CCs and other senior ranking cadets.
- 5.13.7. The CEB will convene with three (3) members. The Gp/CC or Gp/DC must chair the board.
- 5.13.8. The chair of the CEB will appoint a member to take minutes and complete the report within 24 hours after the CEB completes its duties.
- 5.13.9. Additional time may be required to complete the report depending upon cadet workload.
- 5.13.10. No changes or substitution of the above CEB members will be made without prior approval of the SASI (ASI if not available)

CHAPTER SIX

PROMOTION AND RANK STRUCTURE

6.1. CADET PROMOTION SYSTEM

- 6.1.1. Rank is awarded based on a cadet's leadership potential, NOT just for doing a good job.
- 6.1.2. Awards and decorations are given for outstanding performance.
- 6.1.3. Rank is evidence of leadership and standing among cadets.
- 6.1.4. Rank reflects a cadet's increase in maturity, effectiveness in motivating others, ability to lead, and willingness to accept additional responsibility.
- 6.1.5. The SASI is the sole authority for all cadet promotions and demotions.
- 6.1.6. Cadet promotions are made to fill vacant positions from the cadet corps.
- 6.1.7. Cadet promotions to the next higher grade may be permanent or temporary.

6.2.PROMOTIONS

- 6.2.1. Promotions may occur at any time as authorized by the SASI.
- 6.2.2. Regular promotion cycles will normally be held at the end of each semester.
- 6.2.3. Promotions will be announced soon after the close of the semester.
- 6.2.4. Cadet receiving promotions during each cycle must meet the following criteria
 - 6.2.4.1. Leadership potential,
 - 6.2.4.2. Academic grades,
 - 6.2.4.3. FL/CC recommendation,
 - 6.2.4.4. Involvement in corps Leadership Development Requirement activities,
 - 6.2.4.5. Compliance with standards.
 - 6.2.4.6. For Rank Description (See Attachment 7-2)

6.3. PERMANENT PROMOTION

- 6.3.1. All cadets will have a permanent grade based on the number of completed years of AFJROTC service.
 - 6.3.1.1. Cadet Airman Basic upon entrance in AFJROTC program
 - 6.3.1.2. Cadet Airman for the successfully completing the first semester is awarded at the beginning of the second semester.
 - 6.3.1.3. Cadet Airman First Class will be awarded at the end of their second semester for successfully completing the entire first year.
 - 6.3.1.4. Cadet Senior Airman will be awarded at the end of their 2nd year for successfully completing the second year.
 - 6.3.1.5. Cadet Staff Sergeant will be awarded at the end of their 3rd year for successfully completing the third year.
- 6.3.2. Permanent promotion may or may not require a change of rank.
- 6.3.3. All temporary promotions require a change in rank.
- 6.3.4. Attending the Summer Cadet Leadership Course dictates a permanent rank of second lieutenant.
- 6.3.5. Attending the Summer Cadet Leadership Course, a second time dictates a permanent rank of first lieutenant.
- 6.3.6. Attending the Summer Cadet Leadership Course, a third time dictates a permanent rank of captain.
- 6.3.7. Another form of permanent promotions available to the cadets is illustrated in the Cadet Promotion Guide.

6.4. TEMPORARY PROMOTION: Temporary promotions are normally awarded when cadets are selected for a new position. Temporary promotions are based on demonstrated leadership potential, or level of assignment and position. These promotions are indicated as Temporary. Cadets will return back to previous rank if they no longer occupy that position. See Attachment 7-18 for Temporary Rank assigned to each position.

6.5. PROMOTION INELIGIBILITY

- 6.5.1. A cadet who receives a failing semester grade in any school subject is not eligible for promotion.
- 6.5.2. A student who fails AFJROTC will be ineligible for promotion to any grade for that school year.
- 6.5.3. **REDUCTION IN RANK:**
 - 6.5.3.1. Cadets are subject to a reduction in rank at any time.
 - 6.5.3.2. Demotions may be made for;
 - 6.5.3.3. Failure to carry out responsibilities.
 - 6.5.3.4. Failure to meet standards of performance.
 - 6.5.3.5. For violations of regulations and or the Honor Code.
 - 6.5.3.6. If a cadet receives a failing semester grade in any subject, he/she will be demoted to their appropriate permanent rank until a passing grade is received.
 - 6.5.3.7. Cadets who fail AFJROTC cannot hold rank.
- 6.5.4. **FUTURE PROMOTION:** Cadets initially assigned to an Officer or NCO position normally will not be promoted to the highest rank authorized for that position. This allows for growth and maturity for future promotion based on actual performance in the position.
- 6.5.5. **SPECIAL ORDERS:** Promotions, demotions, position selections, and appointments to staff or flight positions will be formalized by Special Orders. Special Orders are drafted and filed by the OPS/CC. Orders must be signed by the Gp/CC and approved/signed by the SASI.
- 6.5.6. **CADET OFFICER/NCO SELECTION REQUIREMENTS**
 - 6.5.6.1. Selection as a Cadet Noncommissioned Officer: To be selected as a cadet noncommissioned officer, a cadet.
 - 6.5.6.2. Should have completed at least one year of AFJROTC (Exceptions include special teams)
 - 6.5.6.3. Must have demonstrated exceptional leadership potential.
 - 6.5.6.4. Must have been passing all subjects the prior semester.
- 6.5.7. **SELECTION AS A CADET OFFICER**
 - 6.5.7.1. To be selected as a cadet officer, the cadet should
 - 6.5.7.2. Must have completed at least an entry level AFJROTC Cadet Leadership Course or approved by SASI.
 - 6.5.7.3. Must have demonstrated exceptional leadership potential.
 - 6.5.7.4. Must have been passing all subjects the prior semester.
 - 6.5.7.5. Completed and passed a written examination on this Cadet Guide

6.6. APPOINTMENT ROTATION SYSTEM

- 6.6.1. **CADET POSITION ROTATION**
 - 6.6.1.1. In order to provide leadership training & experience to the maximum number of cadets, all cadet staff positions will be rotated during the school year.
 - 6.6.1.2. Selection will be based on each cadet's strengths and leadership potential.
 - 6.6.1.3. Cadets may apply for staff positions by completing and submitting a job resume through the cadet chain of command.

- 6.6.1.4. Cadet candidates for staff positions are carefully considered so that they may gain the greatest possible leadership experience while fulfilling the functions of those positions.
- 6.6.1.5. Element leader positions may be changed as required.
- 6.6.1.6. Position changes will normally be made when a cadet has demonstrated leadership and qualifications for a higher level of responsibility.
- 6.6.1.7. A cadet will be removed when his/her performance fails to meet acceptable standards or expectations of the SASI.

CHAPTER SEVEN

AIR FORCE UNIFORM AND APPEARANCE STANDARDS

THE UNIFORM: AFJROTC cadets will wear the standard Air Force uniform in accordance with AFI 36-2903 and AFJROTC regulations and guidelines. The uniform symbolizes order, organization, and unity of the cadet corps. It is the universal symbol of all military forces.

7.1. RESPONSIBILITIES

- 7.1.1. While members may differ in physical characteristics, uniforms are meant to be standardized and are a unique distinction that an individual is a member of the Cadet Corps.
- 7.1.2. A professional military image has no room for the extreme, the unusual, or the faddish.
- 7.1.3. The standards for wearing the uniform consist of five elements: neatness, cleanliness, safety, uniformity and military image.
- 7.1.4. The first four are absolute, objective criteria for the efficiency, health, and well-being of the force.
- 7.1.5. The fifth standard, military image is also very important, military appearance is subjective, but necessary.
- 7.1.6. People, both military and civilian, draw conclusions as to the military effectiveness of the Air Force by how they perceive those in uniform.
- 7.1.7. Each cadet must maintain all mandatory clothing items per AFI 36-3014.

7.2. CADET APPEARANCE AND GROOMING GUIDELINES

- 7.2.1. When a cadet wears the uniform, he/she is responsible for presenting a neat, clean, and professional military image.
- 7.2.2. Appearance and grooming standards help cadets present the image of disciplined cadets who can be relied upon to do the job they are called on to do.
- 7.2.3. A professional military image has no room for the extreme, the unusual, or the faddish.
- 7.2.4. The standards for wearing the uniform consist of five elements: neatness, cleanliness, safety, uniformity and military image.
- 7.2.5. The first four are absolute, objective criteria for the efficiency, health, and well-being of the force.
- 7.2.6. The fifth standard, military image is also very important, military appearance is subjective, but necessary.
- 7.2.7. People, both military and civilian, draw conclusions as to the military effectiveness of the Air Force by how they perceive those in uniform.

7.3. UNIFORM OF THE DAY

- 7.3.1. Most worn uniform combination will consist of:
 - 7.3.1.1. Light blue short-sleeve shirt,
 - 7.3.1.2. Dark blue pants and a hat. Females may wear a skirt instead of the pants.
 - 7.3.1.3. Proper insignia, Rank, and Name tag
 - 7.3.1.4. All authorized ribbons will be properly worn on the shirt.
 - 7.3.1.5. Shirts will be tucked in the pants or skirt.
 - 7.3.1.6. Males may wear the necktie (female may wear the neck tab) with the short sleeve shirt, but the tie/tab is not required unless directed by the SASI/ASI.

7.3.1.7. Military creases are not authorized on light blue shirts. See Atchs for proper placement of ribbons, badges and insignia.

7.4. SERVICE DRESS UNIFORM

7.4.1. The service dress uniform consists of:

7.4.1.1. Service coat

7.4.1.2. Short sleeve shirt and Pants or skirts

7.4.1.3. Necktie or neck tab

7.4.1.4. All authorized insignias, rank, badges & ribbons will be worn with the service coat.

7.4.1.5. The difference between a service dress uniform and a service uniform is the wearing of the Service Coat and a tie/tab is mandatory for the service dress uniform.

7.4.1.6. See Attachments for proper placement of ribbons, badges, & insignia.

7.5. MENS BLUE SERVICE UNIFORM

7.5.1. SHORT-SLEEVE BLUE SHIRT (See Attachment 7-11)

7.5.1.1. Will be light blue in color with two pleated pockets and epaulets.

7.5.1.2. With arms bent at a 90 degree angle, the short-sleeved shirt should barely touch or come within 1 inch of the forearm.

7.5.1.3. The blue shirt will be neatly tucked into the trousers.

7.5.1.4. The shirt may be altered for a tapered fit. Military creases are not authorized with the shirt.

7.5.1.5. A V-neck or athletic style, white tank top undershirt will be worn under the blue shirt.

7.5.2. ACCOUTERMENTS (See Attachment 7-11)

7.5.2.1. Nametag. The name tag will be blue plastic with the last name engraved in white lettering. The name tag will be centered, resting on, but not over the edge of the pleated pocket on the wearer's right.

7.5.2.2. Ribbons. All ribbons and devices will be worn.

7.5.2.3. Ribbons will be centered, resting on, but not over the edge of the pleated pocket on the wearers left.

7.5.3. TROUSERS

7.5.3.1. Trousers will be blue and trim-fitted with no bunching at the waist or bagging at the seat.

7.5.3.2. The trousers will be full cut, straight hanging and without cuffs or additional alterations to further taper the leg.

7.5.3.3. The front of the trouser legs will rest on the front of the shoe or boot with a slight break in the crease.

7.5.3.4. The back of the trouser legs will be 7/8 inch longer than the front.

7.5.4. BELT AND BUCKLE.

7.5.4.1. The belt will be blue, cotton web or elastic, solid or woven.

7.5.4.2. The belt will have a silver (chrome finish) tip and a buckle.

7.5.4.3. The silver tip of the belt will extend beyond the buckle facing the wearer's left; however, no blue fabric will be visible between the silver tip and silver buckle.

7.6. WOMENS BLUE SERVICE UNIFORM

7.6.1. SHORT-SLEEVE BLUE SHIRT (See Attachment 7-12)

7.6.1.1. Will be light blue in color with two pleated pockets and epaulets.

- 7.6.1.2. With arms bent at a 90 degree angle, the short-sleeved shirt should barely touch or come within 1 inch of the forearm.
- 7.6.1.3. The blue shirt will be neatly tucked into the trousers.
- 7.6.1.4. The shirt may be altered for a tapered fit. Military creases are not authorized with the shirt.
- 7.6.1.5. A white sports bra may be worn in lieu of a V-neck or athletic style, white tank top undershirt and will be worn under the blue shirt.
- 7.6.1.6. The sports bra may not protrude into the open collar.
- 7.6.2. **NAMETAG**(See Attachment 7-12)
 - 7.6.2.1. The name tag will be blue plastic with the last name engraved in white lettering.
 - 7.6.2.2. The name tag will be centered on the wearer's right within 1 ½ inches above or below the first exposed button.
- 7.6.3. **RIBBONS** (See Attachment 7-12)
 - 7.6.3.1. All ribbons and devices will be worn.
 - 7.6.3.2. Center ribbons on wearer's left, parallel with ground.
 - 7.6.3.3. Align bottom of the ribbons with the bottom of the name tag.
- 7.6.4. **TROUSERS**
 - 7.6.4.1. Trousers will be blue, trim-fitted with no bunching at the waist or bagging at the seat.
 - 7.6.4.2. The trousers will be full cut, straight hanging and without cuffs or additional alterations to further taper the leg.
 - 7.6.4.3. The front of the trouser legs will rest on the front of the shoe or boot with a slight break in the crease.
 - 7.6.4.4. The back of the trouser legs will be 7/8 inch longer than the front.
- 7.6.5. **BELT AND BUCKLE**
 - 7.6.5.1. Belt will be blue, cotton web or elastic, solid or woven.
 - 7.6.5.2. Belt will have a silver (chrome finish) tip and a buckle.
 - 7.6.5.3. The silver tip of the belt will extend beyond the buckle facing the wearer's right; however, no blue fabric will be visible between the silver tip and silver buckle.

7.7. CARE OF BLUE SERVICE UNIFORM

- 7.7.1. After two consecutive wears uniforms must be cleaned professionally at a dry cleaner, unless uniform is in need after one wear. This will prevent ring around the collar, foul odors, and spots to accumulate onto the uniform. The LWBJ, Service Coat, and Hat only need to be dry cleaned as needed.
 - 7.7.1.1. Must be hung properly a hangar when not worn
 - 7.7.1.2. Shirt—recommended dry cleaned
 - 7.7.1.3. Trousers---must be dry cleaned
 - 7.7.1.4. Light Weight Blue Jacket---must be dry cleaned
 - 7.7.1.5. Service Coat---must be dry cleaned
 - 7.7.1.6. Flight Cap—must be dry cleaned

7.8. LIGHTWEIGHT BLUE JACKET (See Attachment 7-8)

- 7.8.1. Can only be worn with the service uniform.
- 7.8.2. Females may wear the male version of the lightweight blue jacket.
- 7.8.3. Blue short-sleeved shirts cannot be visible around the bottom of the male or female version of the lightweight blue jacket.

- 7.8.4. The jacket will be waist length with the zipper worn no lower than halfway between the collar and the waistband.
- 7.8.5. The jacket may be worn with or without an insulated liner.
- 7.8.6. If worn, the insulated liner will not be visible. (DO NOT LEAVE IT UNATTENDED EVER).

7.9. SEMI-FORMAL DRESS UNIFORM (See Attachment 7-14)

- 7.9.1. Semi-formal dress uniform is worn for social functions of a semi-formal and/or official nature as prescribed by the SASI.
- 7.9.2. When in semi-formal dress, saluting is not required.
- 7.9.3. Semi-formal dress uniform is to be worn only during special events as determined by the SASI and not during regular weekly uniform days.
- 7.9.4. The semi-formal dress uniform uses the service dress uniform coat without a name tag.
- 7.9.5. Cadets may wear medals with the semi-formal uniform at events such as dining ins/outs, military ball, awards ceremonies, picture day or other formal events as specified by the SASI. Additionally,
- 7.9.6. AFJROTC ribbons may be worn with the semi-formal dress uniform if medals are worn ribbons will not be worn.
- 7.9.7. Large medals will be worn on the semi-formal uniform coat ½ inch below the top of the welt of the pocket, centered on the pocket.
- 7.9.8. Cadets may wear either the blue or white Long-Sleeve Shirt.
 - 7.9.8.1. The blue or white long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs.
 - 7.9.8.2. Shirts will be tucked into the trousers. Female cadets may wear a white long-sleeved blouse similar in style to the men's white long-sleeve shirt.
- 7.9.9. Tie/Tab. Either a blue polyester or silk, herringbone twill tie/tab or may be worn with either the blue or white long-sleeved shirt. Men may wear a plain black or dark blue bow tie with the long-sleeve white shirt, with the semi-formal dress uniform only.
- 7.9.10. Trousers or skirts. The semi-formal dress uniform trousers and/or skirt are the same as the service dress uniform trousers and/or skirt. No stripes (braiding) on the outside length of the trousers is authorized for wear on the semi-formal dress uniform.
- 7.9.11. Belt and Buckle. The semi-formal dress uniform belt and buckle are the same as the service dress belt and buckle.
- 7.9.12. Cadets will not wear headgear with the semi-formal dress uniform.
- 7.9.13. **Mess Dress Uniforms are not authorized for wear by AFJROTC cadets.**

7.10. SPECIAL UNIFORM AND APPEARANCE RULES

- 7.10.1.1. **BACK PACKS.** Cadets may wear a backpack on the left shoulder or both shoulders (not to interfere with rendering the proper salute).
- 7.10.2. **TECHNOLOGY**
 - 7.10.2.1. Electronic devices are small electronic equipment such as personal or official cellular phones, hands-free devices, Fitbits™ and other small, conservative size fitness trackers.
 - 7.10.2.2. One handheld electronic device may be attached to a belt/waistband on either side or clipped to a purse. Handheld electronic devices, if worn on the belt/waistband or clipped to a purse, will be plain black, silver, dark blue, or gray.

7.10.2.3. Holster and other storage devices used to attach handheld electronic devices to the uniform or purse will be plain black, silver, dark blue, or gray. Handheld electronic devices not worn on the belt/waistband or clipped to a purse can be any color.

7.10.2.4. Pedometers are allowed to be worn on boots or shoes while in uniform but must be dark blue or black in color and attach without interfering with the work area or causing a safety hazard.

7.10.2.5. Wear and use of an earpiece, any Bluetooth® wireless technology, or headphones, while in uniform, indoors or outdoors, is authorized for official duties or as determined by SASI.

7.10.2.6. Headphones and earphones are authorized during travel on public transportation (i.e., bus, train, or air travel) and/or while wearing the Physical Training Gear (PTG) during individual or personal PT in the fitness center or on designated running areas unless prohibited by the Installation Commander.

7.10.2.7. Use of a hands-free device is authorized while in uniform operating a motor vehicle if local policy permits.

7.10.2.8. Use of personal electronic media devices, including cellular phones, earpieces, speaker phones or text messaging while walking in uniform is authorized. Military customs and courtesies take precedence. Note: Authorized colors of earpieces worn while in uniform are white, black, brown, dark blue or gray. You may only have one earpiece in while in uniform.

7.11. RULES WHILE IN UNIFORM

7.11.1. All cadets must always adhere to this instruction and supplement(s).

7.11.2. All cadets must ensure uniform items and civilian clothing (in official capacity) are maintained, clean, and in serviceable condition (that is, not frayed, worn out, torn, faded, patched, etc.), correct in design and specifications, and fit properly. Uniform items are to be zipped, snapped, or buttoned unless otherwise defined in this instruction.

7.11.3. All cadets must meet personal grooming standards while in uniform

7.11.4. All cadets should inform any Cadet Corps member that is in violation of uniform and appearance standards.

7.11.5. When in uniform Cadets must not engage in public displays of affection including, but not limited to, holding hands (except when holding a young child's hand), walking arm-in-arm, embracing, caressing, and kissing. Public displays of affection are inappropriate as they violate a long-standing custom of the service and may be service discrediting since indiscriminate displays of affection detract from the professional image the Air Force intends to project to the public.

7.11.6. Brief displays of affection, such as a modest kiss or embrace, may be permitted in situations where physical contact is commonly accepted etiquette.

7.11.7. When in uniform or civilian clothes (in an official capacity) the following actions are prohibited while walking or in a formation, including organized or unit PT. Note: Members should also consult AFI 34-1201, Protocol and AFPAM 36-2241, Professional Development Guide, for protocol, customs and courtesies.

7.11.8. Hands in pockets are allowed while standing or walking and beverage consumption as indicated while walking. Except in any formations or marching.

7.11.9. Do not smoke or use smokeless products.

7.11.10. Do not consume food while walking in uniform. Exception: SASI/ASI may authorize food consumption during special functions.

Note: While walking in uniform use of personal electronic media devices, including earpieces, speaker phones or text messaging is limited to emergencies or when official notifications are necessary. Military customs and courtesies take precedence.

7.12. AVIATION BADGES. (See Attachment 7-1 and Attachment 7-1 Continued) Cadets will wear one of the following badges in rank order: (lowest to highest) Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. Flight Suits are authorized for those cadets who meet all requirements listed.

7.12.1. Flight Solo Badge. Awarded to any cadet possessing a solo flight certificate signed by a FAA Certified Flight Instructor for either powered or non-powered aircraft.

7.12.1.1. Flight suits are not authorized solely on obtaining the Flight Solo Badge. (See Attachment 7-16)

7.12.2. Unmanned Aircraft Badge. Awarded for successful completion of the Remote Pilot Certification Test.

7.12.2.1. Flight suits are authorized for cadets who successfully pass the FAA Part 107 knowledge test and are “active” members of the units unmanned aircraft/multicopter team.

7.12.3. Aviation Ground School Badge. Awarded for successful completion of the FAA Private Pilot Practical Test (Powered or Glider)

7.12.4. Flight suits are authorized for cadets enrolled in AFJROTC Aviation Honors Ground School. Upon completion, continuous wear is authorized for cadets who passed the written test, and/or have been awarded the aviation ground school/unmanned aircraft badge. Otherwise, flight suits will be returned to unit’s logistics inventory via WINGS. (See Attachment 7-16)

7.12.5. Flight Certificate Badge. The Flight Certificate Badge is the highest aviation badge awarded to Awarded to any cadet who possesses a valid FAA pilot’s certificate for either powered or non- powered aircraft.

7.12.5.1. Flight suits are authorized for cadets that have earned the private pilot’s flight certificate badge or have successfully completed the AFJROTC Flight Academy program. (See Attachment 7-16)

7.12.6. Awareness Presentation Team Badge. Awarded for participation on an Awareness Presentation Team. Criteria for becoming a member of the team will be published in the Cadet Guide or the Unit Operating Instructions. Go to WINGS | Logistics | Create Display Orders and order the Awareness Presentation Team Badge.

7.12.7. Kitty Hawk Air Society Badge. Awarded to cadets who are members of the Kitty Hawk Air Society. The unit’s Kitty Hawk charter will spell out the requirements for entry into the society.

7.12.8. Distinguished AFJROTC Cadet Badge. This annual award consists of a certificate and the Distinguished AFJROTC Cadet badge. The award recognizes one outstanding second- year cadet (third-year cadet in a 4-year program) selected at the end of each school year. This allows the recipient to wear the award their final year in the AFJROTC program. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence. The SASI, in coordination with the ASI and with the concurrence of the principal, selects the recipient of this award.

a. Leadership Ribbon

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

- 7.12.9. Aerospace Education Foundation (AEF) Academic Cadet Badge. Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining a minimum 3.3 grade point average (GPA) with no grade below a 2.0 GPA on their transcript.
- 7.12.10. Model Rocketry Badge. Awarded to cadets who have fulfilled model rocketry program requirements.
- 7.12.11. Other Badges or Pins. Any badge or pin not specifically authorized by HQ AFJROTC will not be worn on any AFJROTC uniform combination. Pins given to **CyberPatriot and Stellar Explorer cadets will not be worn** on the AFJROTC uniforms. Cadets who receive the **National Finalist CyberPatriot badge** may wear this badge on their uniforms. (See Attachment 7- 1)
- 7.12.12. Marksmanship Awards. 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.**
- 7.12.13. Each Marksmanship athlete may earn one of the three marksmanship badges. They may only wear one of the badges on the uniform, not more than one at a time. These badges are earned by scores obtained in competitions, not practices. These badges are awarded by the unit's SASI.
- 7.12.13.1. The basic marksmanship badge - requires a combined score of 170 or above, fired in the prone, standing, and kneeling 3x10 positions.
- 7.12.13.2. The sharpshooter badge - requires a combined score of 220 or above, fired in the prone, standing, and kneeling 3x10 positions.
- 7.12.13.3. The expert badge - requires a combined score of 250 or above, fired in the prone, standing, and kneeling 3x10 positions.
- 7.12.14. The Civilian Marksmanship Program's (CMP) Junior Distinguished Badges (Gold, Silver and Bronze) are awarded to cadets who distinguish themselves by attaining a series of high rankings in designated major junior air rifle championships that include State Junior Olympic Qualifiers, CMP Cup Matches, the National Junior Olympic Championships and other National Council Three- Position Air Rifle Championships.
- 7.12.14.1. Badges are earned through CMP and units can visit www.thecmp.org for additional information on how to qualify for the badges.
- 7.12.14.2. Junior Distinguished Badges are provided, at no cost, by the CMP and cannot be purchased through local vendors or HQ AFJROTC.
- 7.12.15. See Attachments 7-1 and Attachment 7-1 (continued) for placement and further guidance.

7.13. SHOULDER PATCHES, CORDS AND TABS

- 7.13.1. AFJROTC Patch (white, Lamp of Knowledge) and SFJROTC Patch (black, Lamp of Knowledge). Wear of the AFJROTC and SFJROTC official shoulder patch **is mandatory** on the left sleeve (shoulder) of all uniforms except the raincoat, overcoat, all-weather coat. White/Black Lamp of Knowledge patch will be worn

on the **ABUs front left pocket and on the left shoulder of OCPs/affix with Velcro**. Flight Suit – the white/black, Lamp of Knowledge patch (white/black circular AFJROTC and SFJROTC patches), will be worn on the right sleeve (shoulder); see para 7.3.3 if the unit has an approved Unit Patch. All flight suit patches will be displaced utilizing Velcro or may be sewn onto the flight suit. (See Attachment 7-13, Note 2). Cadets enrolled in Civil Air Patrol (CAP) and AFJROTC and SFJROTC who use the same uniform for both activities may wear the CAP wing patch on the right shoulder sleeve.

7.13.2. The American Flag patch

7.13.2.1. Flight Suit, is mandatory and will be worn on the left shoulder and will be full color (cloth) centered at the top of Velcro. (See Attachment 7-13, Note 3).

7.13.2.2. OCPs (not authorized for cadet wear at this time), is mandatory and will be worn on the right shoulder and will be full color (cloth) centered at the top of the Velcro. (See Attachment 7-6b, Note 2).

7.13.3. Unit Patch. Optional. If worn, must be on the right shoulder only (**ABU on front right pocket and for OCPs the unit patch on the right shoulder (affix with Velcro) below the American Flag patch; if no unit patch is available leave blank**). Flight Suit – if a unit patch is available, the Unit Patch may be worn on the right sleeve (shoulder) replacing the white/black Lamp of Knowledge patch. All flight suit patches will be displaced utilizing Velcro (or may be sewn onto the flight suit). Unit patches must be approved by HQ AFJROTC via the waiver's module in WINGS prior to purchase or use.

7.13.4. SHOULDER CORDS (See Attachments 7-19)

7.13.4.1. Cadets are authorized to wear **one shoulder cord (double knot, single cord)** "infantry" style shoulder cord.

7.13.4.2. Cords will be worn on the left shoulder, grounded to the shoulder seam, **with no metal tips, and no wider than 1-inch (no aiguillettes or citation cords)**.

7.13.4.3. Colors are locally-determined (does not have to be a solid color, may be multi-color), must be **conservative, in good taste**, and defined in the Cadet Guide or Unit Operations Instruction.

7.13.4.4. **Shoulder cord may be worn on regular uniform days.**

7.13.4.5. Criteria for wear and shoulder cord colors will be described in the Cadet Guide or Unit Operating Instructions. On the **service dress coat**, the cord will be grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. On the **blue shirt**, the cord will be under the epaulet, grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord.

7.13.5. SHOULDER TABS (See Attachments 7-8, 7-9, 7-11, 7-1)

7.13.5.1. Shoulder tabs are either **cloth or metal** arches denoting participation in an AFJROTC and SFJROTC activity.

7.13.5.2. Shoulder tabs are optional. If worn, cadets are authorized to wear **one shoulder tab on the right shoulder** of the service dress coat and the light blue shirt, centered between the unit patch and the shoulder seam.

7.13.5.3. Tabs will have the name of the activity on them (e.g., drill team, saber team, honor guard, etc.).

7.13.5.4. If no unit patch is worn, tab will be worn no lower than 1 inch below the shoulder seam. If a unit patch is worn, shoulder tab will be centered between the unit patch and the shoulder seam.

7.13.5.5. The SASI will designate which activities will be denoted by shoulder tabs and set the criteria for each.

7.14. AWARDS AND DECORATIONS

7.14.1. Awards and Decorations. The Cadet Awards and Decorations Program fosters morale, esprit- de-corps, and recognizes achievements of AFJROTC and SFJROTC cadets. Awards sponsored by national organizations are funded by the sponsoring organization and donated through local chapters where available. Only Awards and Decorations approved by Holm Center/JR and listed in this guide may be worn. **Units cannot purchase matching medals for HQ AFJROTC Approved Ribbons. (Example: Outstanding Cadet, Patriotic Flag, Bataan March, etc.).** Only medals specifically designated within this Operational Supplement and depicted on the AFJROTC Ribbon Chart are approved.

7.14.1.1. Units **may not** create or purchase local awards (ribbons or medals) for wear on the uniform.

7.14.1.2. Ribbons **will not** be worn with medals. Medals may be worn with the service dress uniform for formal and semi-formal occasions of a limited nature (such as dining ins/outs, military ball, change of command ceremonies, awards ceremonies, picture days, or other formal events as specified by the SASI.) Medals may not be worn on regular uniform days. Place medals on the mounting rack in the proper order of precedence (see para 7.6.3.1).

7.14.1.3. Units are authorized to impose additional criteria (**more stringent**) to meet local standards and needs without diminishing minimum standards.

Published in the Unit Cadet Guide or Unit Operating Instructions.

7.14.1.4. Present awards at appropriate ceremonies. Invite school officials, local civil authorities and parents when practical. Representatives from organizations sponsoring awards will be offered the opportunity to make the award presentation. Display awards, when possible, for the benefit of the cadet corps. The SASI will ensure that Air Force endorsement of any agency's product or service is neither stated nor implied.

7.14.2. Only awards and decorations authorized in this publication are authorized for presentation and wear on the cadet uniform.

7.14.2.1. Award is defined as either a ribbon, medal, certificate or scholarship.

7.14.2.2. Awards have been categorized into four categories

7.14.2.2.1. Authorized to present and wear (Paras 7.17.3)

7.14.2.2.2. Authorized to present and unauthorized to wear (Paras 7.17.3.5 & 7.17.3.6)

7.14.2.2.3. Unauthorized. Host organization may submit a package to present (Para 7.17.7)

7.14.2.3. AFJROTC and SFJROTC units **may not purchase national-level awards, medals, using Air Force funds.** The national-level host organization/local chapter must provide the award.

7.14.2.4. Units may receive/present awards (only the ones on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform) from any national-level veterans' organization that is defined as a Congressionally chartered Veterans Service Organizations (VSO), recognized by the Department of Veteran Affairs; a complete list can be found at <https://www.va.gov/vso/VSO-Directory.pdf> See the complete listing of VSOs below.

7.14.2.5. Any active-duty military heritage organization i.e., Special Forces

Association, aka the Green Berets, may present awards to cadets. Units with local district Director of Army Instructors (DAI)s shall provide AFJROTC and SFJROTC units with a complete listing of awards given by the local district under DAI control (or an officer acting on behalf of the superintendent of schools.) Only the awards listed on the AFJROTC and SFJROTC ribbon chart maybe worn on the cadet uniform.

7.14.2.6. Local organizations such as banks, local businesses, military Top 3 organization, Chiefs' Groups, etc., may present awards to cadets. Only the awards listed on the AFJROTC and SFJROTC ribbon chart maybe worn on the cadet uniform.

7.14.3. Order of Precedence of AFJROTC medals and ribbons

7.14.3.1. Authorized Awards. **Cadets may only receive one National-level Award for each year they are in AFJROTC and SFJROTC and not receive the same National-level award twice during their AFJROTC and SFJROTC career (this does not apply to National competition awards).** Medals will not be worn on regular uniform days.

7.14.3.2. Guidelines for National-level Awards will be followed to the fullest extent possible. Deviations from established award criteria will not be the norm, but based on a case, by case basis. **Unit must uphold the “spirit of intent” of an award.**

1. Gold Valor Award (Medal/Ribbon)
2. Silver Valor Award (Medal/Ribbon)
3. Cadet Humanitarian Award (Ribbon)
4. Silver Star Community Service with Excellence Ribbon
5. Community Service with Excellence Ribbon
6. Air Force Association Award (Medal/Ribbon)
7. Daedalian Award (Medal/Ribbon)
8. Daughters of the American Revolution Award (Medal/Ribbon)
9. American Legion Scholastic Award (Medal/Ribbon)
10. American Legion General Military Excellence Award (Medal/Ribbon)
11. Reserve Organization of America (ROA) Award (Medal/Ribbon)
12. Military Officers Association Award (Medal/Ribbon)
13. Veterans of Foreign Wars (VFW) Award (Medal/Ribbon)
14. National Society United States Daughters of 1812 (Medal/Ribbon)
15. National Sojourners Award (Medal/Ribbon)
16. Scottish Rite, Southern Jurisdiction Award (Medal/Ribbon)
17. Military Order of the Purple Heart Award (Medal/Ribbon)
18. Sons of the American Revolution Award (Medal/Ribbon)
19. Military Order of World Wars Award (Medal/Ribbon)
20. American Veterans Award (Medal/Ribbon)
21. Air Force Sergeants Association (AFSA) Award (Medal/Ribbon)
22. Tuskegee Airmen Incorporated Cadet Award (Ribbon)
23. The Retired Enlisted Association Award (Medal/Ribbon)
24. The Celebrate Freedom Foundation Award (Medal/Ribbon)
25. Air Commando Association Award (Medal/Ribbon)
26. Distinguished Unit Award with Merit (Ribbon)
27. Distinguished Unit Award (Ribbon)

28. Outstanding Organization Award (Ribbon)
29. Outstanding Flight Ribbon
30. Top Performer Ribbon
31. Outstanding Cadet Ribbon
32. Leadership Ribbon
33. Superior Performance Ribbon
34. Achievement Ribbon
35. Academic Ribbon
36. Cadet Leadership Course Ribbon
37. Special Teams Placement Ribbon
38. All Services National Competition (Medal/Ribbon)
39. Air Force Nationals Competition (Medal/Ribbon)
40. Orienteering Ribbon
41. Leadership Development Requirement (LDR) Leadership Ribbon
42. Drill Team Ribbon
43. Color Guard Ribbon
44. Saber Team Ribbon
45. Marksmanship Ribbon
46. Joint Service Academic Bowl (JLAB) Team Ribbon
47. Cyber Patriot Team Ribbon
48. StellarXplorers Team Ribbon
49. Raider Team Ribbon
50. Military Model Building Team Ribbon
51. Unmanned Aircraft Systems (UAS) Ribbon
52. Robotic Club/Team Ribbon
53. Good Conduct Ribbon
54. Service Ribbon
55. Health and Wellness Ribbon
56. Recruiting Ribbon
57. Activities Ribbon
58. Attendance Ribbon
59. Dress and Appearance Ribbon
60. Longevity Ribbon
61. Bataan Death March Memorial Hike Ribbon
62. Patriotic Flag Ribbon
63. COVID-19 Ribbon

7.14.3.3. Authorized Civil Air Patrol (CAP) awards. Cadets who earn CAP awards may wear those ribbons during regular uniform days and will be worn in the precedence listed below following the Patriotic Flag Ribbon.

64. General Carl Spaatz Award
65. General Ira C. Eaker Award
66. Amelia Earhart Award
67. General Billy Mitchell Award
68. General J.F. Curry Achievement Award

7.14.3.4. AFJROTC, SFJROTC and CAP Medals may be worn on the semi-formal uniform only for formal and semi-formal occasions of a limited nature (such as dining ins/outs, military ball, change of command ceremonies, awards ceremonies, picture days, or other formal events as specified by the SASI.) Medals will not be worn on regular uniform days.

7.14.3.5. **The following National-level organizations may present awards to AFJROTC and SFJROTC cadets, but ribbons are not authorized for wear on the cadet uniform.** Only the awards listed on the AFJROTC and SFJROTC ribbon chart maybe worn on the cadet uniform.

1. National Society Daughters of the American Colonists (NSDAC)
2. National Society, Daughters of Founders and Patriots of America (NSDFPA)
3. Military Order of Foreign Wars of the United States (MOFW)

7.14.3.6. Congressionally chartered Veterans Service Organization (VSO), recognized by the Department of Veteran Affairs; may present awards to cadets. However, unless authorized on the AFJROTC ribbon chart these awards may not be worn on the cadet uniform.

7.14.3.7. Listing of Congressionally chartered Veterans Service Organizations (VSO) who may present awards to AFJROTC and SFJROTC cadets – **Only ribbons/medals authorized on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform.**

1. African American Post Traumatic Stress Disorder Association
2. American Ex-Prisoners of War
3. American GI Forum of The United States
4. **The American Legion (approved on Ribbon Chart)**
5. American Red Cross
6. **American Veterans Association (AMVETS) (approved on Ribbon Chart)**
7. Army and Navy Union, USA, Inc.
8. Blinded Veterans Association
9. Catholic War Veterans, USA, Inc.
10. Disabled American Veterans
11. Fleet Reserve Association
12. Gold Star Wives of America, Inc.
13. Italian American War Veterans of The United States
14. Jewish War Veterans of the USA (sent in a package this year to be included)
15. Legion of Valor of the USA, Inc.
16. Marine Corps League
17. **Military Officers Association of America (MOAA) (approved on Ribbon Chart)**
18. **Military Order of The Purple Heart of the USA, Inc. (approved on Ribbon Chart)**
19. National Association for Black Veterans, Inc.
20. National Association of County Veterans Service Officers, Inc.
21. National Veterans Legal Services Program
22. National Veterans Organization of America (NVOA)
23. Paralyzed Veterans of America
24. Polish Legion of American Veterans, USA
25. Swords to Plowshares: Veterans Rights Organization
26. **The Retired Enlisted Association (TREA) (approved on Ribbon Chart)**

27. **Veterans of Foreign Wars of the United States (approved on Ribbon Chart)**
28. Veterans of the Vietnam War, Inc. and The Veterans Coalition
29. Vietnam Veterans of America (sent in a package this year to be included)
30. Wounded Warrior Project
31. **Air Force Sergeants Association (AFSA) (approved on Ribbon Chart)**
32. American Gold Star Mothers, Inc.
33. American War Mothers
34. Blue Star Mothers of America, Inc.
35. Congressional Medal of Honor Society of The United States of America
36. Korean War Veterans Association, Inc.
37. Military Chaplains Association of The United States of America
38. **Military Order of the World Wars (MOWW) (approved on Ribbon Chart)**
39. Navy Club of The United States of America
40. United States Submarine Veterans, Inc.
41. Women's Army Corps Veterans Association-Army Women United
42. Armed Forces Service Corporation
43. Navy Mutual Aid Association
44. Vietnam Era Veterans Association
45. African American Veterans Families
46. **Air Force Association (AFA) (approved on Ribbon Chart)**
47. American Division Veterans Association
48. All Faith Consortium
49. American Logistics Association
50. American Merchant Marine Veterans
51. American Military Retirees Association
52. American Veterans for Equal Rights, Inc.
53. Army Aviation Association of America
54. American Retiree Association
55. Association of Military Surgeons (AMSUS)
56. Blinded American Veterans Foundation
57. Bowlers to Veterans Link
58. Cold War Veterans Association
59. Commissioned Officers Association of the US Health Service, Inc.
60. Congressional Black Caucus Veterans Braintrust
61. Daughters of Union Veterans of the Civil War
62. Sons of the Union Veterans of the Civil War (SUVCW) Award
63. Destroyer-Escort Sailors Association
64. Eighth Air Force Historical Society
65. Enlisted Association of the National Guard of the US
66. Help Heal Veterans
67. Homeless and Disabled Veterans
68. Iraq/Afghanistan Veterans of America
69. Japanese American Veterans Assoc.
70. Korea Veterans of America

71. Marine Corps Reserve Association
72. The Mission Continues
73. NAM-POWS Corporation
74. National American Indian Veterans
75. National Alliance on Mentally Illness
76. National Association of Atomic Veterans
77. National Association of American Veterans
78. National Association of Black Military Women (NABMW)
79. National Association of Fleet Tug Sailors, Inc.
80. National Association of State Veterans Homes New Mexico Veterans Center
81. National Coalition for Homeless Veterans
82. National Disabled Veteran Business Council
83. National 4th Infantry (IVY) Division Association
84. National Guard Association of the US
85. National Gulf War Resource Center, Inc.
86. National League of Families
87. National Military Family Association
88. National Veterans Foundation
- 89. National Society Daughters of the American Revolution (approved on Ribbon Chart)**
90. Naval Enlisted Reserve Association
91. Navy League of the United States
92. Navy Nurse Corp. Association
93. Navy Seabee Veterans of America
- 94. Reserve Organization of America (ROA) (approved on Ribbon Chart)**
95. Society of Military Widows
96. Society of Medical Consultants to the Armed Forces (SMCAF)
97. Student Veterans of America
98. Team Rubicon
99. Team RWB
100. The Forty & Eight
101. The Red River Valley Fighter Pilot Association
102. TLC Brotherhood, Inc., Veterans of Thailand, Laos, Cambodia in Vietnam War
103. Tragedy Assistance Program for Survivors, Inc
104. Travis Manion Foundation
105. United States Army Warrant Officers Association
106. United States Merchant Marine Veterans of World War II
107. United States Navy Cruiser Sailors Association
108. USCG Chief Petty Officers Association
109. Veterans and Military Families for Progress
110. Veterans for Common Sense
111. Veterans of Modern Warfare, Inc.
112. Veterans of the Battle of the Bulge
113. Vietnam Women's Memorial Foundation, Inc.
114. Women in Military Service for America Memorial Foundation, Inc.


115. Women Marines Association


116. Women Overseas Service Association

- 7.14.4. Cadets will be given equivalent AFJROTC and SFJROTC ribbons to wear in lieu of Army, Navy, Marine Corps, or Coast Guard Junior ROTC ribbons/medals the cadet earned while serving in sister- service JROTC program. **Sister-service JROTC ribbons/medals may not be worn by AFJROTC and SFJROTC cadets.** It is up to the SASI to make the best determination as to what equivalent AFJROTC and SFJROTC ribbon to issue.
- 7.14.5. Badges or insignia from Active Duty, Guard, Reserve, or any other non-AFJROTC and SFJROTC group are not authorized on the AFJROTC and SFJROTC uniform. Badges, ribbons or insignia from middle school programs such as Youth Leadership Corps are not authorized on the AFJROTC and SFJROTC uniform.
- 7.14.6. External organizations wishing to be recognized by HQ AFJROTC see the HQ AFJROTC Process for External Cadet Award Request worksheet to request recognition. Annually (month of May), a board will convene, comprised of the Deputy Director, Division Chiefs and all Regional Directors to review and/or recommend approval/disapproval to the Director on new external awards. The Director has sole approval authority of any new external award worn by AFJROTC and SFJROTC cadets. If the new award is approved it will be added to this publication and the ribbon/awards chart.
- 7.14.7. The Office of the Secretary of Defense in regard to the Sons of the Confederate Veterans, aka the H.L. Hunley Award, and United Daughters of the Confederacy. These awards are not approved and therefore are “not acceptable for presentation or wearing on uniforms in any of the JROTC programs.” This policy applies to all JROTC service programs. If units have presented this award in the past to AFJROTC and SFJROTC cadets. Do not allow the cadet to wear the ribbon/medal and do not allow these organizations to present these awards.

7.15. DESCRIPTIONS AND CRITERIA OF AFJROTC MEDALS AND RIBBONS.

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. Units are authorized to impose additional criteria (more stringent) to meet local standards and needs without diminishing minimum standards (example: limiting the number of cadets who may earn the award where no guidance is stated, or below stated limits). If such additional criteria are imposed, they must be specifically stated in the Cadet Guide or Unit Operating Instruction. (See Attachments 7-17)

- 7.15.1.  **Gold Valor Award.** Awards consist of a medal, ribbon, and certificate. The Gold Valor Award recognizes the most outstanding voluntary acts of self-sacrifice and personal bravery by a cadet involving conspicuous risk of life above and beyond the call of duty.

- 7.15.2.  **Silver Valor Award.** Awards consist of a medal, ribbon, and certificate. The Silver Valor Award is awarded to a cadet for a voluntary act of heroism which does not meet the risk-of-life requirements of the Gold Valor Award.

- 7.15.3.  **Cadet Humanitarian Award.** Award consists of a ribbon

and certificate. It is intended to recognize cadets who provide aid in response to a singular extraordinary event such as a natural disaster or other catastrophe that has placed or has the potential to place a hardship on their fellow citizens. This award is not to be used to recognize day-to-day service in the community.



7.15.4. **Silver Star Community Service with Excellence Award.**

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 corps. 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.



7.15.5. **Community Service with Excellence Award.** Award consists of a ribbon and certificate. It is intended to recognize those individual cadets who provide significant leadership in the planning, organizing, directing, and executing of a major unit community service project that greatly benefit the local community. This is not an award given to participants but to the key leader(s) of the project.

7.16. National-level Awards

NOTE: These Items may be issued to cadets, but medals from these organizations 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. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.



7.16.1. **Air Force Association (AFA) Award.** Cadets may only receive this award once. This AFA- sponsored award and is presented annually at each unit to the outstanding second-year (in a 3- year program) or third-year cadet (in a 4-year program). Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

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

7.16.1.1.1. Top 1% of the cadets in a unit in the following areas, academics, leadership, and professionalism.

7.16.1.1.2. Positive attitude (toward AFJROTC or SFJROTC and school).

7.16.1.1.3. Outstanding personal appearance (uniform and grooming).

7.16.1.1.4. Display personal attributes such as initiative, judgment, and self-confidence.

7.16.1.1.5. Courteous demeanor (promptness, obedience, and respect for customs).



7.16.2. **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. The medal is fashioned after an ancient Grecian plaque discovered by a Daedalian in the village of Lavadia, Greece and depicts Daedalus and his son Icarus fabricating their legendary wings of wax and feathers. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

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

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

7.16.2.1.2. Indicate the potential & desire to pursue a military career.

7.16.2.1.3. Rank in the top 10% of their AFJROTC or SFJROTC class.

7.16.2.1.4. Rank in the top 20% of their school class.



7.16.3.

Daughters of the American Revolution (DAR)

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

7.16.3.1. This award is presented annually to one third-year (in a 3-year program) or fourth-year cadet (in a 4-year program) that meets the following criteria:

7.16.3.1.1. Rank in the top 25% of AFJROTC or SFJROTC class.

7.16.3.1.2. Rank in the top 25% of their high school class.

7.16.3.1.3. Demonstrate qualities of dependability & good character.

7.16.3.1.4. Demonstrate adherence to military discipline.

7.16.3.1.5. Possess leadership ability and a fundamental and patriotic understanding of the importance of JROTC training.



7.16.4.

American Legion Scholastic Award

Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

7.16.4.1. This award is presented annually to one second- or third-year cadet (in a 3-year program) or a third- or fourth-year cadet (in a 4-year program) based on the cadet's overall scholastic achievements. Each cadet must:

7.16.4.1.1. Rank in the top 10% of the high school class.

7.16.4.1.2. Rank in the top 25% of AFJROTC or SFJROTC class.

7.16.4.1.3. Demonstrate leadership qualities.

7.16.4.1.4. Actively participate in student activities



7.16.5.

American Legion General Military Excellence

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

7.16.5.1. This award is presented annually to one second- or third-year cadet (in a 3-year program) or a third- or fourth-year cadet (in a 4-year program) based on the cadet's general military excellence. Each cadet must:

7.16.5.1.1. Rank in the top 25% of AFJROTC or SFJROTC class.

7.16.5.1.2. Demonstrate outstanding qualities in military

leadership, discipline, character, and citizenship.



7.16.6.

Reserve Organization of American (ROA) Award.

Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

7.16.6.1. This award is presented annually for military and academic achievement to an outstanding third-year cadet (fourth-year cadet in a 4-year program). The recipient must possess individual characteristics contributing to leadership such as:

7.16.6.1.1. Be in the top 10% in the AFJROTC or SFJROTC program.

7.16.6.1.2. Be in the top 25% in academic grades.

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



7.16.7.

Military Officers Association of America (MOAA)

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

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

7.16.7.1.1. Be a member of the junior class.

7.16.7.1.2. Be in good academic standing.

7.16.7.1.3. Be of high moral character.

7.16.7.1.4. Show a high order of loyalty to the unit, school, & country.

7.16.7.1.5. Show exceptional potential for military leadership.



7.16.8.

Veterans of Foreign Wars (VFW) Award.

Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

7.16.8.1. This award presented annually to an outstanding second or third-year cadet in a 3-year program (third or fourth-year cadet in a 4-year program) who is actively engaged in the AFJROTC or SFJROTC program and who possesses individual characteristics contributing to leadership. Each cadet must:

7.16.8.1.1. Positive attitude toward the AFJROTC or SFJROTC program

7.16.8.1.2. Must be enrolled as a 10th-12th grade AFJROTC or SFJROTC student

7.16.8.1.3. Must maintain a "B" average in AFJROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester

7.16.8.1.4. Active in at least one other student extracurricular activity (music, athletics, government, etc.)

7.16.8.1.5. Not a previous recipient of this award.

7.16.9.



National Society United States Daughters 1812

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

7.16.9.1. Awarded annually, at the SASI's discretion, for academic excellence, leadership, military discipline, dependability, patriotism and upright character in speech and habits.

7.16.10.



National Sojourners Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

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

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

7.16.11.



Scottish Rite, Southern Jurisdiction Award. Cadets

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

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

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

7.16.12.



Military Order of the Purple Heart Award. Cadets

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

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

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

7.16.13.



Sons of the American Revolution (SAR) Award.

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

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

7.16.13.1.1. Be currently enrolled in the AFJROTC program.

7.16.13.1.2. Be in the top 10% of their AFJROTC class.

7.16.13.1.3. Be in the top 25% of their overall class.

7.16.14.



Military Order of World Wars Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.** (Ribbon change from MOWW)

7.16.14.1. 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 or SFJROTC unit.

7.16.15.



American Veterans (AMVETS) Award. Cadets may

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

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

7.16.15.1.1. A positive attitude toward AFJROTC or SFJROTC programs and service in the Air Force.

7.16.15.1.2. Personal appearance (wearing of the uniform, posture, & grooming not physical characteristics per se).

7.16.15.1.3. Personal attributes (initiative, dependability, judgment, and self-confidence).

7.16.15.1.4. Officer potential (capacity for responsibility, adaptability, and maintenance of high personal standards).

7.16.15.1.5. Obtained a grade of "A" (or the numerical equivalent) in their AS class.

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

7.16.16.



Air Force Sergeants Association (AFSA) Award.

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

7.16.16.1. This award recognizes an outstanding second- or third-year cadet

in a three-year program (third- or fourth-year cadet in a 4-year program). The recipient must demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. Each cadet must:

7.16.16.1.1. Be in the top 10% of the AFJROTC or SFJROTC class.

7.16.16.1.2. Demonstrate outstanding qualities in military leadership, discipline, character, & citizenship.

7.16.16.1.3. Not a previous recipient of this award.

7.16.17.



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

7.16.17.1. This award is presented annually to two cadets. Cadets may be first-year, second year, or third-year cadets (in a 3- or 4-year program) and must meet the following criteria:

7.16.17.1.1. Attain a grade of "B" or better in their AS class.

7.16.17.1.2. Be in good academic standing.

7.16.17.1.3. Actively participate in cadet corps activities.

7.16.17.1.4. Participate in at least 50% of all unit service programs.

7.16.18.



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 or SFJROTC cadet while serving in an Enlisted Rank. The selected enlisted cadet must have shown outstanding leadership throughout the course of the school year. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days.

7.16.19.



The Celebrate Freedom Foundation (CFF) Award.

for Excellence in Academic Programs. Cadets may only receive this award once. The awards program recognizes 9th, 10th, 11th and 12th grade students (including home-schooled students) enrolled in AFJROTC or SFJROTC programs. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. SASI may go on line at www.gocff.org/jrotc to nominate cadets for this award.

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

7.16.19.1.1. Outstanding personal appearance (uniform and grooming)

7.16.19.1.2. Display personal attributes such as initiative, judgment and self-confidence

7.16.19.1.3. Courteous demeanor (promptness, obedience and respect for customs)

7.16.19.1.4. Growth potential (capacity for responsibility, high productivity and adaptability to change)

7.16.19.1.5. Possess the highest personal and ethical standards and strong positive convictions

7.16.19.1.6. Shows the potential & desire to pursue a military

career

7.16.19.1.7. Rank in the top 5% in his/her AS class with a grade average of A or numerical equivalent

7.16.19.1.8. Rank in the top 15 % of his/her academic class

7.16.19.1.9. Demonstrates a positive attitude (toward AFJROTC or SFJROTC and school)

7.16.20.



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

7.17. Unit Level Awards

7.17.1.



Distinguished Unit Award with Merit (DUAM). Award consists of a ribbon awarded to cadets enrolled during the same academic year in which

7.17.1.1. 1) the unit receives a HQ AFJROTC evaluation with an overall rating of Exceeds Standards and

7.17.1.2. 2) the unit is selected by HQ AFJROTC to receive the DUA.

7.17.1.3. Both criteria must occur during the same academic year.

7.17.2.



Distinguished Unit Award (DUA). Is a ribbon awarded to cadets enrolled during the academic year when a unit is selected by HQ AFJROTC to receive the DUA.

7.17.3.



Outstanding Organization Award (OOA). Is a ribbon awarded to cadets enrolled during the academic year when a unit is selected by HQ AFJROTC to receive the OOA.

7.17.4.



Outstanding Flight Ribbon. Is a ribbon awarded each academic term to members of the outstanding flight under criteria determined by the SASI.

7.17.5.



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

7.17.5.1. 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 course work, significant self-improvement, community involvement and other accomplishments.

7.17.6.



Outstanding Cadet Ribbon. Is a ribbon awarded annually to the outstanding first, second, third, 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 will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.17.6.1. Outstanding Cadet Ribbon with silver star. Cadets chosen as State, Pacific and European "AFJROTC and AFA Cadet Leadership Award" winners will be awarded the "Outstanding Cadet Ribbon" with 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 silver star, since that award is of higher precedence.

7.17.7.



Leadership Ribbon. Is a ribbon awarded for outstanding performance in a position of leadership as an AFJROTC or SFJROTC cadet. Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance.

7.17.8.



Superior Performance Ribbon. Is a ribbon awarded to no more than the top 10% of the cadet corps annually for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC or SFJROTC. 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.

7.17.9.



Achievement Ribbon. Is a ribbon awarded for a significant achievement in AFJROTC or SFJROTC or other school activities/events. Individuals may not receive more than one ribbon during a 1-year period.

7.17.10.




Academic Ribbon. Is a ribbon awarded for academic excellence as signified by attaining an overall grade point average of at least "B" for one academic term (cadet may only receive one award annually), in addition to an "A" average in AFJROTC or SFJROTC.


7.17.11.

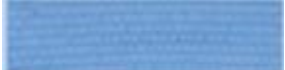


Cadet Leadership Course (CLC) Ribbon. Is a ribbon


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.


- 7.17.12.  **Special Teams Placement Ribbon.** Is a ribbon 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.


- 7.17.13.  **All-Service National Competition Award.** Is a medal/ribbon awarded to team **members who competed** at a Joint/All Service national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc.


- 7.17.14.  **Air Force Nationals Competition Award.** Is a medal/ribbon awarded to team members who competed at an Air Force only national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc.

- 7.17.15.  **Orienteering Ribbon.** Is a ribbon awarded to team members for completing a unit-specific Orienteering program as part of unit curriculum.

- 7.17.16.  **Leadership Development Requirement (LDR) Leadership Ribbon.** Is a ribbon awarded at the SASI's discretion for leadership in AFJROTC or SFJROTC Leadership Development Requirement activities (such as but not limited to PT team commander, orienteering team commander, drill team commander, color guard team commander, dining-in chairperson, military ball chairperson, etc.).

- 7.17.17.  **Drill Team Ribbon.** Cadets must be on the drill team for an entire year/drill season to be eligible to qualify and must have competed in at least 3 drill performance events, i.e., competitions, special school events, community demonstrations (cumulative). oak leaf cluster.

- 7.17.18.  **Color Guard Ribbon.** Cadets must perform at least 5 color guard performance events to receive this ribbon (cumulative).

- 7.17.19.  **Saber Team Ribbon.** Cadets must perform at least 3 saber team performance events to receive this ribbon (cumulative).

- 7.17.20.  **Marksmanship Team Ribbon.** Cadets must be on the

marksmanship team for an entire year/season to be eligible to qualify and must have competed in at least 1 marksmanship competition event (cumulative).

7.17.21.



Joint Leadership Academic Bowl (JLAB)

Ribbon. (Added) Cadets must be a member of the JLAB team. Competed in the annual JLAB event. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.17.22.



Cyber Patriot Ribbon. Cadets must be a member of the Cyber Patriot team. Earning the ribbon the cadet must compete in The National Youth Cyber Education Program round 1 and round 2 during the academic year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. **(This ribbon replaces the Cyber Patriot pin, which is no longer authorized for wear on the cadets uniform.)**

7.17.23.



StellarXplorers Ribbon. Cadets must be a member of the StellarXplorers team. Cadets must compete in a qualifying round for the StellarXplorers 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. **(This ribbon replaces the StellarXplorers pin, which is no longer authorized for wear on the cadets uniform.)**

7.17.24.



Raiders Team Ribbon. Cadets must be a member of the Raiders Team. Cadets must compete in three raider competitions throughout the school year to obtain 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.

7.17.25.



Military Model Building Team Ribbon. Cadets must be a member of the Military Model Building Team. Cadets must build three static model airplanes within a school year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the bronze oak leaf cluster.

7.17.26.



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. Cadets must compete in two competitions in the academic year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.17.27.



Robotics Ribbon. Cadets must be a member of the Robotics club/team. Cadets must build and compete in one competition

during the academic year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster



- 7.17.28. **Good Conduct Ribbon.** Cadets must not have received a referral (this includes no ISS/OSS) for an academic term (cadet may only receive one award annually) 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.



- 7.17.29. **Service Ribbon.** Is a ribbon awarded for distinctive performance in school, community, or AFJROTC or SFJROTC service projects. Limit to members whose active participation in a service project contributed significantly to the goals of the organization. (NOTE: Participation in Drill Teams, Saber Teams or Color Guard Teams alone does not qualify for the Service Ribbon (see above criteria for these other ribbons) unless community service hours are also awarded.



- 7.17.30. **Health and Wellness Ribbon.** Is a ribbon awarded for participation in the unit health and wellness physical fitness program. All cadets who participate in the unit's wellness program may receive the Health and Wellness Ribbon. Subsequent yearly award of the Health and Wellness Ribbon will be denoted by the addition of a Bronze Oak Leaf cluster to the ribbon for each additional year of award. Cadets who score in the Physical Fitness Test's 75-84% will receive a Bronze Star device; 85-95% will receive a Silver Star device; and 96-100% will receive a Gold Star device. These cadets, if already wearing the ribbon with oak leaf cluster(s), will receive & 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. A cadet subsequently scoring 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) & oak leaf cluster(s) on the same ribbon.



- 7.17.31. **Recruiting Ribbon.** Is a ribbon awarded for outstanding effort in support of unit recruiting activities. Cadets must have directly contributed to the recruitment of two new members to AFJROTC or SFJROTC.



- 7.17.32. **Activities Ribbon.** Is a ribbon awarded for participation in Leadership Development Requirement (LDR) activities other than those that qualify for the Color Guard, Drill Team, and Special Teams Competition ribbons. These include, but are not limited to orienteering teams, model rocketry clubs, academic bowl teams, and raider/sports teams. An oak leaf cluster will be added to this ribbon for each year of membership beginning with the second year.



- 7.17.33. **Attendance Ribbon.** Is awarded to cadets who have no

more than three school absences during academic term (cadet may only receive one award annually).

7.17.34.



Dress and Appearance Ribbon. Is awarded to cadets who maintain a 90% or higher average on weekly uniform grades. Cadets receiving this award will maintain the highest grooming and dress standards possible.

7.17.35.



Longevity Ribbon. Is a ribbon awarded for successful completion of each AFJROTC or SFJROTC school year or semester. Cadets may only receive one award annually. Cadets in a 4X4 block schedule taking AFJROTC or SFJROTC classes both semesters during a school year may only receive one ribbon and/or cluster for that school year.

7.17.36.



Bataan Death March Memorial Hike Ribbon. Is a ribbon awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC or SFJROTC units may conduct an optional 14-mile Bataan Death March Memorial Hike. This event must be accomplished on a locally determined 14-mile course (trails, road courses, tracks, etc.). Units may complete the full hike in a span of one to no more than 3- days. Cadet safety must be monitored at all times and advanced planning for any first aid/medical attention is paramount. Cadets who fully complete the 14-mile hike are authorized to wear the ribbon. Additionally, no fees can be charged to participate in the Memorial March. However, units are encouraged to collect donations which will be given to reputable organizations that benefit disabled veterans such as The Air Force Association's Wounded Airman Program, the Wounded Warrior Project, Special Operations Warrior Foundation, etc.

7.17.37.



Patriotic Flag Ribbon. Is a ribbon awarded for participation in non-color guard events specifically designed to honor our nation's flag. Such events include flag raising ceremonies, flag retirement ceremonies, flag folding ceremonies, and historical flag demonstrations. In order to receive this award, cadets must have participated in a minimum of 5 flag events.

7.17.38.



AFJROTC Resiliency – COVID-19 Ribbon. Is a ribbon awarded by the SASI to any cadet who was enrolled in an AFJROTC or SFJROTC course of study from 1 March 2020 to 30 June 2022. This is a one-time award. A course of study is defined as any cadet who was enrolled, participated and completed in an on-line, virtual, or on campus in person, AFJROTC or SFJROTC course during this period.

7.18. SPECIALIZED AFJROTC UNIFORMS (Drill, Color Guard, Exhibition, Airman Battle Uniform (ABU), Operational Camouflage Pattern (OCP), Semi-Formal, and Physical Fitness) (See Attachments 7-15 for examples)

7.18.1. Drill Team, Color Guard, and Exhibition Uniforms - these uniforms WILL NOT be worn on regular uniform days. It is important that AFJROTC and SFJROTC

cadets properly represent the Air Force during events and competitions.

7.18.2. All drill team, color guard and exhibition uniforms must be a distinctive Air Force dress uniform. This means 1) a combination of the normal Air Force blue pants/skirts, light blue shirt, blue service dress coat, or light weight blue jacket or, 2) the ABU or OCP uniform.

7.18.3. Normal blue or ABU/OCP uniforms are visually depicted in Chapter 7 of this Cadet Guide.

7.18.4. Units may accessorize their blue drill team, color guard or exhibition uniforms with the following items only. No waiver is needed for any of the items listed below. Additionally, NO WAIVER will be granted for any items not listed below.

7.18.4.1. Headgear for Drill Team, Color Guard, and Exhibition Uniforms.

7.18.4.1.1. BERETS (See Attachments 7-5) Berets may be worn. Solid color white, dark blue or black ONLY, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin. The former officer/enlisted flight cap emblems will not be worn on the beret. The wear of a “Beret Flash” or mini unit patch is not authorized. Berets may be worn on regular uniform days. No other color berets may be worn and no waiver will be granted for any other color OR insignias other than listed above.

7.18.4.1.2. Service Caps (See Attachments 7-3, 7-4) (wheel and bucket hats, dark Air Force blue color only) may be worn. Females are authorized to wear the male Service Cap. Silver braid headband straps may only be worn on the Service Cap while the cadet is performing in a color guard or drill team competition ONLY. Cadets will wear the black headband strap during regular uniform days.

7.18.4.1.3. Service Caps (See Attachments 7-3, 7-4) (wheel and bucket hats) will be a solid color, dark Air Force blue color only and free of any embroidery. No waiver will be granted to change the color or authorize the use of embroidery on the Service Cap.

7.18.4.1.4. Service Cap insignia. (See Attachments 7-3, 7-4) Cadet Officers may wear the highly polished/chrome Hap Arnold Wings or the large highly polished/chrome Cadet Officer Insignia on the Service Cap (wheel and bucket hats). Enlisted cadets may only wear the highly polished/chrome Hap Arnold Wings. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

7.18.4.1.5. Chrome helmets are no longer authorized for wear and are to be removed from inventory.

7.18.4.2. Solid color ascots may be worn (units may embroider a logo/team name/mascot or place a unit patch on the ascot), colors may be locally determined, but must be one solid color, conservative, and in good taste, and defined in the Cadet Guide or Unit Operations Instruction. Ascots will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

7.18.4.3. Gloves may be worn. Colors may be solid but, no more than two colors. Colors will be locally determined, but must be conservative and in good taste, and defined in the Cadet Guide or Unit Operations Instruction. Gloves will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

7.18.4.4. Shoulder cord. One “infantry” style shoulder cord may be worn. Cords

will be worn on the left shoulder, grounded to the shoulder seam, with no metal tips, and no wider than 1-inch. Colors are locally determined (does not have to be a solid color, may be multi-color), must be conservative, in good taste, and defined in the Cadet Guide or Unit Operations Instruction.

7.18.4.5. Blue pants may be modified to have a ¾ inch stripe (braid) on the outside length of the pants, silver, blue, or black only.

7.18.4.6. Service Dress Jacket may be modified to have a ½-inch braid, silver, blue, or black only sewn 3 inches from bottom of sleeve.

7.18.4.7. Wear of Color Guard and Saber harnesses, i.e., Sam Brown Belt with shoulder strap is authorized only when performing color guards or commanding during a drill segment. Harness and color guard web/parade belts may be black, dark blue, white and black/white clarino (high gloss). USAF Honor Guard Ceremonial Belt (Hap Arnold insignia may also be worn). Harness and web/parade/ceremonial belts must be removed when not performing a color guard or a segment of drill and cannot be worn during awards ceremonies.

7.18.4.8. Belts for trousers must be blue in color only. No waiver will be granted for wear of any other color.

7.18.4.9. Units may wear the USAF Honor Guard Ceremonial Belt, with the Hap Arnold Wings and heavy/medium weight (pistol, military police) web belts during performances of drill or color guard events only.

7.18.4.10. Wing and Star Buttons on the Service Dress uniform **may NOT** be highly polished (chrome). Buttons will have the standard satin finish only. No waiver will be granted for wear of any other style or finish on the buttons.

7.18.5. Items NOT to be worn on Drill Team, Color Guard, and Exhibition Uniforms. No waivers will be granted for such items listed below.

7.18.5.1. Embroidery on the Air Force blue drill team uniform is not authorized, i.e., on the back of the blue shirt collar or shoulder yoke. No waiver will be granted for wear of such items.

7.18.5.2. Specialized unit rank, stars or other unit made rank/shoulder boards are not authorized. Example: Team or school name on shoulder boards, or a custom unit rank for drill team members. No waiver will be granted for wear of such items.

7.18.5.3. Arm wrist/sweat bands are not authorized. No waiver will be granted for wear of such items.

7.18.5.4. Spats (shoe covers) will not be worn with any uniform combination, drill, color guard or any type of ceremonial uniform. No waiver will be granted for wear of such items.

7.18.5.5. Service Caps (wheel and bucket hats) will be a solid color. No embroidery on the service cap is authorized. Additionally, no “thunder and lightning” on the hat brim is authorized for wear by cadets. No waiver will be granted for wear of such items.

7.18.5.6. Military Training Instructor (MTI) style headgear (Aussie Outback/Slouch and Smoky the bear hats) are prohibited for wear by cadets. No waiver will be granted for wear of such items.

7.18.5.7. Base Honor Guard (BHG) Breast Badge (BHG cookie) is prohibited for wear by cadets. No waiver will be granted for wear of such items.

7.18.5.8. Footwear:

7.18.5.8.1. **Black Boots/corfams will be issued on a required basis to the unit.** Black boots/corfams may be reissued to cadets. Spray

boots/corframs with disinfectant spray before reissuing. This rule does not apply to standard issue of cadet foot ware. All new cadets enrolling in AFJROTC and SFJROTC are to be issued a pair of "NEW" black boots/corframs.

7.18.5.8.2. (Added) Pumps. Can be worn with any blue uniform combination. Black pumps will be low cut and rounded throat (the top opening) with a raised heel no higher than 3 inches (measured from the inside sole of the shoe to the end of the heel lift). The tip of the heel cannot be less than ½ inch in diameter or larger than the body of the shoe. Pointed or squared toes and extreme heel shapes are not authorized. They will be plain, clean and serviceable, and without ornamentation such as buckles, bows or straps. The material will be smooth, scotch-grained leather or a manmade material. They may be high-gloss or patent finish.

7.18.5.8.3. Slip-on Shoes. Can be worn (optional) with the service dress and services uniforms (authorized with all blue maternity uniforms). Commercially designed step-in shoe where the top of the shoe goes over the top of the foot (not mule-types without backs) with rounded toe or plain rounded capped toe. Pointed or squared toes and extreme heel shapes are unauthorized. They will be plain, clean and serviceable, and without ornamentation such as buckles, bows or straps. The material will be smooth, scotch-grained leather or a manmade material. They may be high-gloss or patent finish.

7.18.6. Airman Battle Uniform (ABU) (See Attachments 7-6a and 7-7) and Operational Camouflage Pattern (OCP)

7.18.6.1. ABUs/OCPs may be worn as Drill Team, Color Guard, and Exhibition Uniform. Berets, shoulder cords, ascots and gloves, and black boots will not be worn with the ABU uniform, waivers will not be authorized.

7.18.6.2. Cadets may wear a Unit T-Shirt with the ABU/OCP uniform. The Unit T-Shirt will be standardized and a solid color. Unit T-Shirt may be worn without ABU/OCP Blouse during any Cadet Leadership Course (CLC), Raiders Team or Sports/Fitness Competition.

7.18.6.3. ABUs will be worn only with the garrison ABU cap and sage green or Coyote brown boots (black boots are not authorized for wear). ABU pants must always be properly bloused over the boots. Boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing the boots. NO berets, shoulder cords, ascots and gloves will be worn with the ABU uniform.

7.18.6.4. OCP uniforms will be worn only with the garrison OCP cap and Coyote brown boots (black boots are not authorized for wear). The American Flag patch is mandatory and will be full color (cloth) centered at the top of Velcro. OCP pants must always be properly bloused over the Coyote brown boots. Coyote brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing boots.

7.18.6.5. A single shoulder cord is now authorized for wear on the utility uniform to identify leadership positions or team membership. The shoulder cord will be worn on the left shoulder, grounded to the seam.

7.18.6.6. Berets will be solid color white, dark blue, or black only, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin.

7.18.7. Semi-Formal Dress Uniform (See Attachments 7-14) Semi-formal dress uniform

is worn for social functions of a semi-formal or official nature as prescribed by the SASI. When in semi-formal dress, saluting is not required. Semi-formal dress uniform is to be worn only during special events as determined by the SASI and not during regular weekly uniform days.

7.18.7.1. The semi-formal dress uniform coat is the service dress uniform coat without a name tag or headgear.

7.18.7.2. Semi-Formal Dress Uniform. Cadets may wear medals with the semi-formal uniform at events such as dining ins/outs, military ball, awards ceremonies, picture day or other formal events as specified by the SASI. Large medals will be worn on the semi-formal uniform coat ½ inch below the top of the welt of the pocket, centered on the pocket. Additionally, AFJROTC and SFJROTC ribbons may be worn on the semi-formal uniform, however, if medals are worn, ribbons will not be worn (no mixing).

7.18.7.2.1. A white V-neck or athletic style tank top, or crew neck style undershirt will be worn under the shirt.

7.18.7.3. Cadets will wear a white or light blue Long-Sleeve Shirt. The white or light blue long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs. Shirts will be tucked into the trousers. Female cadets may wear a white or light blue long-sleeved blouse similar in style to the men's white long-sleeve shirt.

7.18.7.3.1. A white V-neck or athletic style tank top, undershirt will be worn under the shirt.

7.18.7.4. Tie/Tab. Either a blue polyester or silk, herringbone twill tie/tab or may be worn with either the blue or white long-sleeved shirt. Men may wear a plain black or dark blue bow tie with the long-sleeve white shirt, with the semi-formal dress uniform only.

7.18.7.5. Trousers or skirts. The semi-formal dress uniform trousers or skirt are the same as the service dress uniform trousers or skirt. No stripes (braiding) on the outside length of the trousers are authorized for wear on the semi-formal dress uniform.

7.18.7.6. Belt and Buckle. The semi-formal dress uniform belt and buckle are the same as the service dress belt and buckle.

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

7.18.7.8. Mess Dress Uniforms are not authorized for wear by AFJROTC and SFJROTC cadets.

7.18.8. Physical Training Gear (PTG) and Physical Fitness Training (PFT) gear

7.18.8.1. Physical Training Gear (PTG). PTG refers to the Air Force Physical Training Uniform that may be ordered through FEDMALL. (Fig 7.1.)

7.18.8.2. Units may locally design and purchase Physical Fitness Training (PFT) gear and sweatpants/shirts that is customized for esprit-de-corps within a unit (usually school colors). (Fig 7.1.1.)

7.18.8.3. Air Force PTG may be mixed with local purchased PFT gear as long as the unit is standardized.

7.18.8.4. During the cadet leadership courses (CLC) cadets may wear PT gear given by the CLC host and may be mix Air Force PTG.

Figure 7.1.
Air Force Physical Training Gear (PTG)



Figure 7.1.1.



Sample Design, Local Purchased PFT gear. Units may locally design and wear PFT gear that is customized for the unit



Figure 7.1.2.
FEDMALL Air Force purchased Sweatpants and Shirts

7.18.8.5. Short-sleeved PTG/PFT shirt The short- sleeve shirt can be tucked or untucked into the shorts at all times. Do not remove or cut sleeves. PTG undershirts, short and long-sleeved form fitting undershirts, (i.e., Spandex, Lycra™ or elastic material) may be worn and visible under the short-sleeved PTG

shirt. Undershirt must be tucked in. There is no color restriction on the form fitting undershirt; undershirt may have visible small trademark logo.

7.18.8.6. Footwear. Cadets must wear appropriate footwear while engaging in physical fitness activities.

7.18.8.7. Headgear.

7.18.8.7.1. The SASI may authorize wear of an optional solid color, that is conservative and in good taste, baseball/sport cap with the PTG/PFT uniform. If authorized, caps are to be worn outdoors only and cadet officer rank will be worn. Enlisted cadets will not have any rank on their headgear.

7.18.8.7.2. Bandanas and other similar head-scarves/headgear are not authorized.

CADET APPEARANCE AND GROOMING GUIDELINES

7.19. PERSONAL GROOMING STANDARDS

7.19.1. SASI's discretion may be used to determine if individual's personal grooming is within standards of this instruction.

7.19.2. The personal grooming standards listed are minimum standards that represent common appearance issues and are not all-inclusive.

7.19.3. Although Cadets have the right, within established limits, to express their individuality through their appearance, the Air Force has defined what is and what is not an acceptable, professional military image for Cadets.

7.19.4. Except for minor variations based on gender differences, all Air Force Junior ROTC cadets must comply with the same personal grooming standards.

7.19.5. SASIs/ASIs have the responsibility to determine compliance with this instruction and to correct the obvious violations regardless of whether the situation identified is clearly written in this instruction.

7.19.6. SASIs do not have authority to waive grooming and appearance standards except as identified in this instruction.

7.19.7. When a cadet wears the uniform, he/she is responsible for presenting a neat, clean, and professional military image.

7.19.8. Appearance and grooming standards help cadets present the image of disciplined cadets who can be relied upon to do the job they are called on to do.

7.19.9. A professional military image has no room for the excessive or extreme.

7.19.10. The standards for wearing the uniform consist of five elements: neatness, cleanliness, safety, uniformity, and military image.

7.19.11. The first four are absolute, objective criteria for the efficiency, health, and well-being of the force. The fifth standard, military image is also very important, military appearance is subjective, but necessary.

7.19.12. People, both military and civilian, draw conclusions as to the military effectiveness of the Air Force by how they perceive those in uniform.

7.19.13. **Hair-male and female**

7.19.14. Will be clean, well-groomed, present a professional appearance, allow proper wear of headgear.

7.19.15. Will not contain excessive amounts of grooming aids (e.g., gel, mousse, pomade, or moisturizer), appear lopsided, touch either eyebrow (Exception: female bangs), or end below an imaginary line across the forehead at the top

- of the eyebrows that is parallel to the ground.
- 7.19.16. If applied, dyes, tints, bleaches and frostings must result in natural hair colors.
- 7.19.17. Examples of natural hair colors are brown, blonde, brunette, red or black.
- 7.19.18. All Cadets are authorized to wear natural color hair regardless of their natural born hair color, but when combined or frosted, the colors must blend together so as to not present an unnatural appearance between colors.
- 7.19.19. For example, hair colors may be displayed as a “salt-and-pepper” look as this presents a naturally-blended hair color and is, therefore, authorized.
- 7.19.20. In contrast, ombre (blending of one color to another with dyes, tints, bleaches and frostings) or black hair with blonde highlights and/or streaks and blonde hair with black highlights and/or streaks do not present a natural appearance as they display vastly different shades of natural hair colors and are, therefore, unauthorized for wear.
- 7.19.21. Prohibited hair color examples (not all inclusive) are burgundy, purple, orange, fluorescent or neon colors.
- 7.19.22. SASIs may temporarily authorize cancer patients to wear approved caps (black or tan) due to a temporary medical condition (i.e., radiation and/or chemotherapy).
- 7.19.23. Wigs/Hairpieces/Extensions
- 7.19.23.1. Are authorized and will meet the same standard required for natural hair, be of good quality, fit properly, and comply with safety, functionality and professionalism. (Note: Extensions are prohibited for males).
- 7.19.23.2. Wigs/Hairpieces/Extensions will not be used to cover unauthorized hair styles.
- 7.19.24. Hair-Nets
- 7.19.24.1. Worn as required for health or safety reasons.
- 7.19.24.2. Made of natural or a synthetic material; must be conservative (plain and moderate, being within reasonable limits; not excessive or extreme), solid color similar to the member's hair color, also strong enough to support and control hair and contain no metal fasteners.
- 7.19.24.3. Hair-nets are only authorized when performing related duties as determined by applicable SASI.
- 7.19.25. **Jewelry**
- 7.19.25.1. While in uniform will be plain and conservative (moderate, being within reasonable limits; not excessive or extreme) as determined by the SASI.
- 7.19.25.2. **Rings** Cadets may wear a total of no more than three rings: wedding sets count as one ring when worn as a set. Rings will be worn at the base of the finger and may be worn on the thumb.
- 7.19.25.3. **Necklaces** Will not be visible at any time. If worn, will be concealed under a collar or undershirt.
- 7.19.25.4. **Bracelets**
- 7.19.25.4.1. Ankle bracelets are not authorized.
- 7.19.25.4.2. Cadets may wear one bracelet around their wrist. If worn, the bracelet will be conservative (moderate, being within reasonable limits; not excessive or extreme) in design, no wider than ½ inch, gold, or silver in color, and will not have any inappropriate pictures or writing.
- 7.19.25.4.3. Medical alert/identification bracelets are authorized.

If worn, medical alert/identification bracelets will be conservative and moderate.

7.19.25.4.4. Bracelets will not be excessive or extreme, which is defined as plain, not drawing inappropriate attention.

7.19.25.4.5. Gemstones/tennis bracelets may only be worn with the mess dress uniform.

7.19.25.4.6. Bracelets espousing support for cause, philosophy, individual or group are not authorized (Exception: Traditional metal POW/MIA/KIA bracelets, which come in colors besides silver, bronze, or gold, remain authorized).

7.19.25.4.7. No rubber or fabric type bracelets are allowed.

7.19.25.5. Watches/Smartwatches

7.19.25.5.1. Must be conservative and only one can be worn around the wrist while in uniform, PTG, or civilian attire in an official capacity. Conservative examples, not all inclusive, are solid color black, brown, silver or gold.

7.19.25.5.2. Prohibited examples include diamond-covered, neon, bright colors, and bands that exceed 1-inch width.

7.19.25.5.3. Exception: For smart watches or fitness trackers - color and band width (may be up to 1 1/2-inch width in physical training gear) restrictions do not apply when worn with physical training gear.

7.19.26. Eyeglasses/Sunglasses

7.19.26.1. Will be worn in the manner for which they are made.

7.19.26.2. Eyeglasses and sunglasses will not be worn around the neck or on top/back of head or exposed hanging on the uniform.

7.19.26.3. 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.

7.19.26.4. Brand name glasses may be worn with small logo on frames or lenses. Logo may contrast with frame color or lenses (conservative colors/small logos; black, brown, matte silver/gold).

7.19.26.5. Conservative wrap-around sunglasses may be worn.

7.19.26.6. Conservative, clear, slightly tinted, mirrored or photosensitive lenses are authorized. Sunglasses (to include darkened photosensitive lenses) are not authorized in formation.

7.19.26.7. [Exception: Sunglasses are not authorized in formation, unless for medical reasons, e.g., PRK/Lasik surgery and when authorized by a commander or commandant on the advice of a medical official.

7.19.27. Tattoos or Brands or Body Markings.

7.19.27.1. For purposes of this instruction, a tattoo is defined as a picture, design, or marking 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 detectible or visible under certain conditions (such as ultraviolet or invisible ink tattoos). A brand is defined as a picture, design, or other marking that is 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.

7.19.27.2. Tattoos/brands/body markings will not be on the head, face,

tongue, lips, eyes, and scalp.

7.19.27.3. 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.

7.19.27.4. 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 is indecent if it tends reasonably to corrupt morals or incite libidinous thoughts. It must not violate community standards.

7.19.27.5. Members who have or receive unauthorized content tattoos/brands/body markings are required to initiate tattoo/brand/body marking removal/alteration.

7.19.27.6. Tattoos are authorized on the chest and back (below the open collar uniform), arms, legs, feet, hands, and neck.

7.19.27.7. One tattoo on the neck is authorized and will not exceed 1-inch in measurement in any direction. The neck tattoo will only be placed behind a vertical line at the opening of the ear orifice around the back to a vertical line at the opening of the other ear orifice and includes behind the ear (See Figure 7.1.3.).

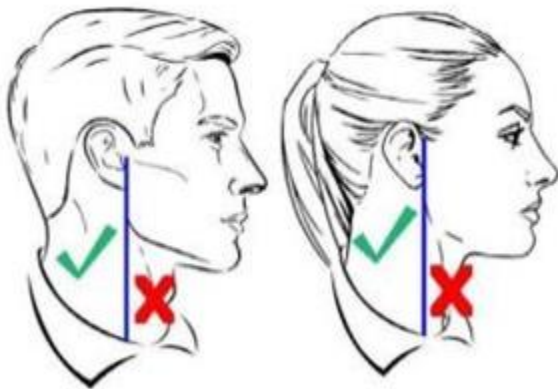
7.19.27.8. Ring tattoos are limited to a single band on one finger of each hand, no more than 3/8-inch in width below the knuckle and above the finger joint (portion closest to the palm). In addition to the ring tattoo, a single tattoo is authorized on each hand; the tattoo will not exceed the size of 1-inch measured in any direction

7.19.27.9. Hand, arm, leg, neck, and ring tattoos can be exposed and visible while wearing any uniform combination(s). Chest and back tattoos will not be visible through any uniform combination(s) or visible while wearing an open collar uniform

7.19.27.10. 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.

7.19.27.11. The SASI may exercise discretion if a new cadet arrives with a tattoo that may not be in full compliance with the above guidance.

Figure 7.1.3. Neck Tattoo Approved Location



7.19.28. Body Piercing

7.19.28.1. Cadets in uniform are not allowed to attach or display objects, articles, jewelry, or ornamentation to or through the ear (other than authorized

in para 7.10.7), nose, tongue, or any exposed body part (including anything that might be visible through the uniform).

7.19.28.2. Cadets may not cover any of these articles with make-up, band aids, or wearing clear post pins to hide body piercings.

7.19.29. **Umbrellas** will be plain, solid black, gray, brown or dark blue and carried in the left hand.

7.19.30. **Cold weather accessories** may be worn without wearing authorized outer garments. Except for functional items, cold weather accessories are only worn while outdoors

7.19.31. **Gloves** may be worn with all uniforms or authorized outer garments and must be one solid color.

7.19.31.1. They will be leather, knitted, tricot or suede, or a combination of leather, knitted, tricot, and suede

7.19.31.2. Coyote brown or black gloves may be worn with OCP uniform. Only black gloves may be worn with the service dress uniform and all approved outer garments worn with the dress uniforms.

7.19.32. **Scarf.**

7.19.32.1. A black scarf may be worn with all uniforms and authorized outer garments

7.19.32.2. A black or coyote brown scarf may be worn with OCP uniform. The scarf must be tucked in when worn with outer garments.

7.19.32.3. The scarf will not exceed 10-inches in width and can be knit, all wool or cotton simplex, with or without a napped surface.

7.19.33. **Earmuffs and Cold Weather Headbands.**

7.19.33.1. Black earmuffs or headbands may be worn with all uniform combinations and all authorized outer garments.

7.19.33.2. Earmuffs may wrap around either the top or rear of the head.

7.19.34. **Neckgaiter.**

7.19.34.1. A black neckgaiter may be worn with all uniforms or authorized outer garments

7.19.34.2. A black or coyote brown scarf may be worn with OCP uniform. It may be worn as a neck warmer or balaclava (may cover the nose).

7.19.35. **Hijab.**

7.19.35.1. An accommodated Cadet may wear a hijab (head scarf) made of a subdued material in a color that closely resembles the assigned uniform (generally black, brown, green, tan, or navy blue as appropriate). The material will be free of designs or markings, except that an Cadet wearing the OCP may wear a hijab in a camouflage pattern matching the uniform. When directed by a commander, the Cadet may be required to wear a hijab made of fire-resistant material.

7.19.35.2. The hijab will be worn in a neat and conservative manner that presents a professional military image and well-groomed appearance.

7.19.35.3. The hijab must be closely fitted to the contours of the head and neck and may not cover the eyebrows, eyes, cheeks, nose, mouth, or chin.

7.19.35.4. The bottom edges of the hijab will be tucked under the Cadet's uniform top and all required headgear will still be worn.

7.19.35.5. Hair underneath the hijab must be worn in a hairstyle authorized for the Cadet according to section 7.20.1.

7.19.36. **Turban and Under-Turban**

- 7.19.36.1. An accommodated Cadet may wear a turban (or under- turban or patka, as appropriate) made of a subdued material in a color that closely resembles the headgear for an assigned uniform.
- 7.19.36.2. SASI may designate conditions where the under-turban will be worn instead of the turban.
- 7.19.36.3. The turban or under-turban will be worn in a neat and conservative manner that presents a professional military image and well-groomed appearance.
- 7.19.36.4. The material will be free of designs or markings. Exception: Cadets wearing an OCP uniform are authorized to wear a turban or under-turban in a camouflage pattern matching the uniform.
- 7.19.36.5. When directed by a commander, the Cadet may be required to wear an under-turban made of fire-resistant material.
- 7.19.36.6. Unless duties, position, or assignment require an Cadet to wear protective headgear, Cadet granted this accommodation are not required to wear military headgear in addition to the turban or under- turban.
- 7.19.36.7. For officers only, pin-on rank will be displayed on the turban or under-turban when worn in circumstances where military headgear is customarily worn and removed in circumstances where military headgear is not customarily worn, such as indoors or in no- hat/no-salute designated areas.
- 7.19.36.8. Hair worn under the turban or under-turban is not subject to section 7.21.1. standards but may not fall over the ears or eyebrows or touch the collar while in uniform.

7.19.37. Regalia

- 7.19.37.1. May be worn in uniform by honoree during military ceremonies, including but not limited to re-enlistments, retirements, special award ceremonies, promotions, and for attendees during community outreach events.
- 7.19.37.2. If the event is outdoors, accommodated Airmen wearing regalia headgear (e.g., beaded medicine wheel with Eagle Plum, beaded headband, etc.) are not required to wear military headgear if it interferes with the wearing of the regalia.

7.20. SPECIFIC FEMALE CADET GROOMING GUIDELINES.

7.20.1. Hair-Female

- 7.20.1.1. No minimum hair length, to a maximum bulk of 4 inches from scalp and allows proper wear of headgear.
- 7.20.1.2. Hair will end above the bottom edge of collar and will not extend below an invisible line drawn parallel to the ground, both front to back and side to side unless pulled back and secured or worn in an authorized ponytail/equivalent or long braid(s).
- 7.20.1.3. If hair is pulled back and secured behind the head, 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.
- 7.20.1.4. One or two braids or a single ponytail/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 under arm through the shoulder blades.
- 7.20.1.5. The braid(s) or ponytail/equivalent cannot be worn over the shoulder or pulled in front of the body. They shall extend down the member's back. Bangs,

or side-swiped hair, may touch eyebrows but will not touch or cover eyes.

7.20.1.6. When in doubt, assess correct length of hair with Airman standing in the position of attention. See **Fig 7.1.3** for examples of female hair standards.

Exception:

7.20.1.7. 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 under arm through the shoulder blades.

7.20.1.8. Pinned-up hair should be styled in a manner that prevents loose ends from extending upward on the head and may not start on the crown of the head or be worn on top of 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/equivalent, it must be a single ponytail/equivalent that does not extend below a horizontal line running between the top of each sleeve inseam at the under arm through the shoulder blades. Hair must allow for proper wear of headgear.

7.20.2. Locs, twists, braids (micro-, French, or Dutch) and cornrows are authorized.

7.20.2.1. Locs are defined as portions of hair that have been intentionally or unintentionally fused together to form a loc or locs.

7.20.2.2. 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).

7.20.2.3. 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 bulk standard (Fig 7.1.5.). Headgear must fit properly.

7.20.3. 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.

7.20.4. 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 in **paragraph 7.23.1** above. **Exception:** Micro-braids or twists are not required to continue to the end of the hair.

7.20.5. Unauthorized: Mohawk, mullet or etched design.

7.20.6. Hair accessories

7.20.6.1. If worn, accessories (e.g., fabric scrunches, hairpins, combs, clips, headbands, elastic bands, etc.) must be black or match hair color.

7.20.6.2. Black accessories are authorized regardless of hair color.

7.20.6.3. Invisible hairnets and hairnets that match hair color are authorized.

7.20.6.4. Hair must still comply with bulk and appearance standards.

7.20.6.5. Headgear must fit properly.

7.20.6.6. Bands or fabric scrunchies will not exceed 2-inches in width.

7.20.6.7. Ornaments are not authorized (i.e., ribbons, beads, jeweled pins).

Figure 7.1.4. Female Hair Accessories

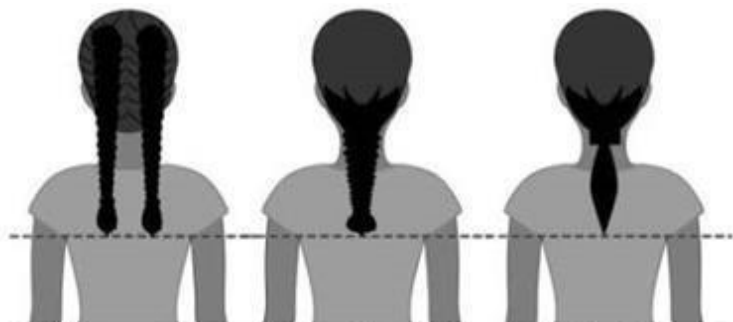


Figure 7.1.5. Female Hair Style

Examples Authorized Female Ponytails/equivalent and long braid(s) Hair Styles Examples



Figure 7.1.6. Ponytail/Braid Length



Hair may not extend below line below a running between the top of each sleeve inseam at the under arm through the shoulder blades.

Figure 7.1.7. Female Hair Examples



Figure 7.1.8. Unauthorized female Ponytail Examples

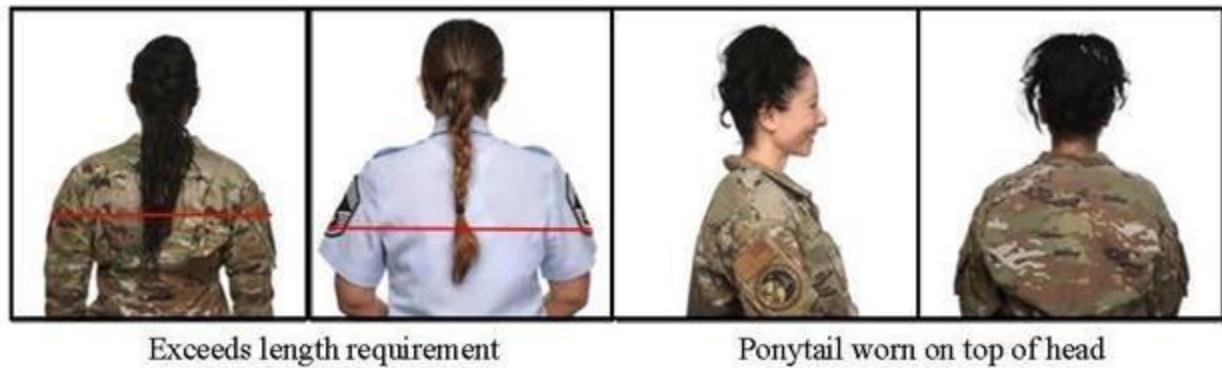


Figure 7.1.9. Authorized Female Hair Styles Examples of Locs, Braids, and Cornrows.

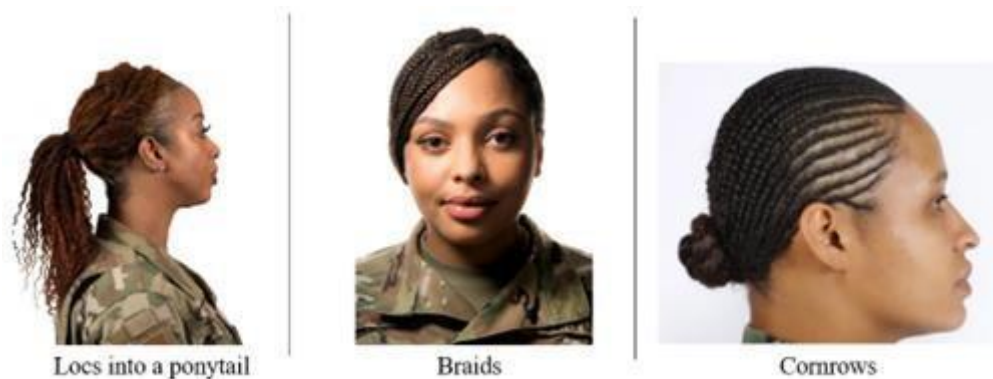


Figure 7.1.10. Unauthorized Female Hair Examples



✗ Front hair falls below collar



✗ Unnatural highlights



✗ Shaved sides with bun



✗ Multiple buns or knots



✗ Ombre

7.20.7. **Fingernails**

7.20.7.1. Must not exceed ¼-inch in length beyond the tip of the finger and must be clean and well groomed.

7.20.7.2. Fingernails must not interfere with the performance of assigned duties.

7.20.7.3. Fingernails must not hinder proper fit of prescribed safety equipment or uniform items.

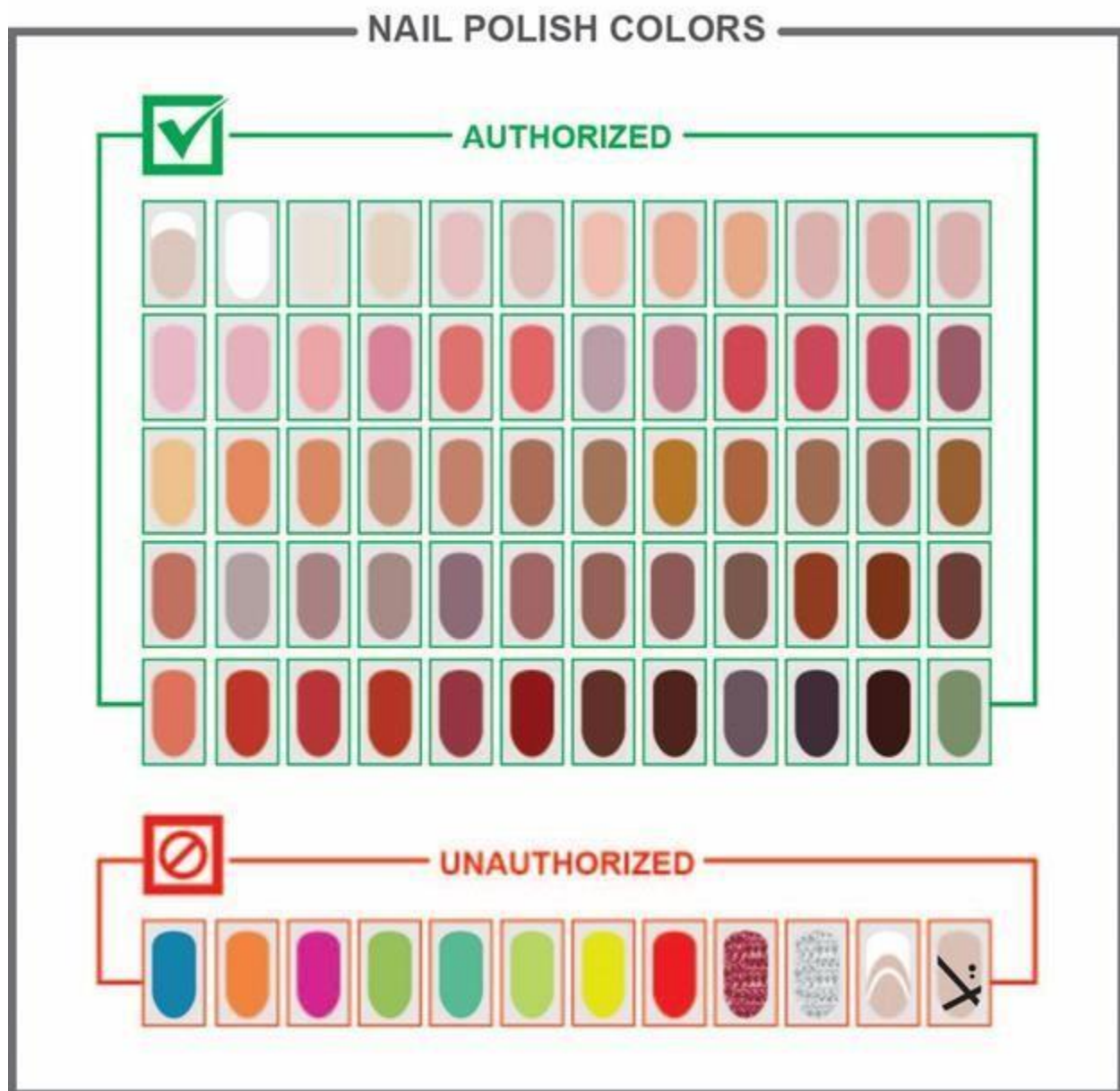
7.20.7.4. Male Airmen are not authorized to wear nail polish.

7.20.7.5. If worn by females, nail polish will be a single conservative color that does not detract from the uniform.

7.20.7.6. Do not apply designs to nails or apply two-tone or multi-tone colors; however, white-tip French manicures are authorized.

7.20.7.7. See Figure 7.1.10. For examples of authorized and unauthorized nail colors.

Figure 7.1.11. Authorized and Unauthorized nail polish colors (not all-inclusive)



7.20.8. Skirts

7.20.8.1. The length of your skirt may not vary beyond the top and bottom of the kneecap.

7.20.8.2. Your skirt will fit smoothly, hang naturally, and must not be excessively tight.

7.20.8.3. Wearing hosiery with the skirt is optional. Choose a sheer nylon in a neutral dark brown, black, off-black, or dark blue shade that complements the uniform and your skin tone.

7.20.9. Earrings

7.20.9.1. Male cadets are not authorized to wear earrings while in uniform.

7.20.9.2. 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.

- 7.20.9.3. If member has multiple holes, only one set of earrings are authorized to be worn in uniform and will be worn in the lower earlobes.
- 7.20.9.4. Earrings will match and fit tightly without extending below the earlobe unless the piece extending is the connecting band on clip earrings.
- 7.20.9.5. When not wearing earrings, male and female cadets are authorized to wear transparent piercing spacer(s) (no larger than 6mm) in lower earlobes while in uniform.
- 7.20.9.6. Transparent spacers are not allowed in ear holes outside of the lower earlobes or any other piercing holes visible in uniform (nose, lip, eyebrow etc.).
- 7.20.9.7. Piercing holes will not be large enough to permit light to shine through.
- 7.20.10. Undergarments (mandatory)
 - 7.20.10.1. Appropriate undergarments are required to be worn with all uniform combinations.
 - 7.20.10.2. Wear bra and underpants with all uniforms.
 - 7.20.10.3. Wear of the white V-neck style or athletic tank top undershirt when wearing opened collar service uniforms is authorized.
 - 7.20.10.4. Undershirt will be tucked into slacks or skirt. Undershirts will not have pockets.
- 7.20.11. Cosmetics
 - 7.20.11.1. Male Cadets are not authorized to wear cosmetics.
 - 7.20.11.2. Female Cadets may wear cosmetics; however, if worn, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and in good taste.
 - 7.20.11.3. Eyelash extensions, if worn, will be female Cadet's natural eyelash color, will not exceed 14 millimeters in total length or touch the member's eyebrow, and must present a natural appearance.
 - 7.20.11.4. Eyelash extensions will not hinder wear of protective eye wear or any type of headgear.
 - 7.20.11.5. Female Cadets 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.
 - 7.20.11.6. Eyeliner, if worn by a female Cadet, cannot extend past the corner of eye opening (i.e. winged liner not authorized)
 - 7.20.11.7. Cosmetics will not be worn during field conditions.
- 7.20.12. Cosmetic tattooing
 - 7.20.12.1. 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.
 - 7.20.12.2. When not medically directed, cosmetic tattooing is permitted for women if done to apply permanent facial makeup (i.e., eyebrows, eye liner) and for men if for permanent cosmetics for scalp only (micropigmentation) to create a natural hair appearance; the cosmetic tattooing must have a natural appearance and be conservative, moderate, within reasonable limits, not excessive or extreme, and in good taste.
- 7.20.13. Body Piercing/Ornamentation
 - 7.20.13.1. In uniform with the exception of earrings for women, all members are prohibited from attaching, affixing, or displaying objects, articles, jewelry

or ornamentation to or through the ear, nose, tongue, eye brows, lips, or any exposed body part (includes visible through the uniform).

7.20.13.2. Plugs for gauge holes in the ear lobes are not authorized (regardless of color, i.e., flesh colored). There are no exceptions per AFI 36-2903.

7.20.14. Dental ornamentation

7.20.14.1. Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc.

7.20.14.2. The use of yellow gold, white gold, or platinum caps (permanent or temporary) merely to add ornamentation to the teeth and not required by dental/medical necessity is prohibited.

7.20.14.3. Waivers are not required for Cadets with permanent yellow gold, white gold or platinum caps that were applied as a result of dental/medical necessity.

7.20.15. Alteration/Modification

7.20.15.1. Intentional alterations and/or modifications to a Cadet's body that result in a visible, physical effect that disfigures, deforms, or otherwise detracts from a professional military image are prohibited.

7.20.15.2. Examples of prohibited conduct include (but are not limited to) tongue splitting or forking, tooth filing, acquiring visible, disfiguring skin implants, and gauging (piercing holes large enough to permit light to shine through).

7.20.15.3. Cadets who intentionally alter and/or modify any part of their bodies in order to achieve a visible, physical effect that disfigures, deforms, or otherwise detracts from a professional military image may be subject to disciplinary action or involuntary separation, as determined appropriate by the Cadet's commander.

7.21. SPECIFIC MALE CADET GROOMING GUIDELINES.

7.21.1. Hair-Male

7.21.1.1. 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.

7.21.1.2. A block-cut is permitted with tapered appearance.

7.21.1.3. Hair will not exceed 2 ½ inches in bulk, regardless of length and ¼ inch at natural termination point; allowing only closely cut or shaved hair on the back of the neck to touch the collar.

7.21.1.4. Hair will not protrude under the front band of headgear.

7.21.1.5. Cleanly shaven heads, military high-and-tight or flattop cuts are authorized.

7.21.1.6. Prohibited examples (not all- inclusive) are Mohawk, mullet, cornrows, dreadlocks or etched shapes and/or design.

7.21.1.7. 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.

7.21.1.8. Part will not exceed 4 inches length or ¼ inch width.

7.21.1.9. Men are not authorized hair extensions. (Figure 7.1.6)

7.21.2. Mustaches

7.21.2.1. Male cadets may have mustaches; No portion of the mustache will extend below the lip line of the upper lip. The mustache will not go beyond a

horizontal line extending across the corners of the mouth and no more than 1/4-inch beyond a vertical line drawn from the corner of the mouth. Mustaches must present a natural appearance to the Cadet's hair color of the head. Mustache handlebars, twist, curls, and goatee are prohibited.

7.21.3. Beards

7.21.3.1. 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.

7.21.3.2. Beard wear authorized for religious reasons are governed by AFJROTCI 36-2001.

7.21.3.3. When authorized for medical reasons, members will keep all facial hair trimmed not to exceed ¼ inch in length.

7.21.3.4. Individuals granted a shaving profile may shave or trim their facial hair to present a neat, clean, professional image.

7.21.3.5. Cadets may not overly shave, shape, or taper beard to achieve different styles of beard (e.g., goatees, faded beards, etc. are not authorized).

7.21.3.6. Beards must present a natural appearance to the Cadet's hair color of the head. Beards are not authorized to be bleached or dyed.

7.21.4. Sideburns

7.21.4.1. 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 7.1.12.)

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

7.21.6. Undergarments (Mandatory)

7.21.6.1. Appropriate undergarments are required to be worn with all uniform combinations.

7.21.6.2. Wear undershirt and underpants with all uniforms.

7.21.6.3. Wear the white V-neck or athletic style tank top undershirt when wearing opened collar service uniforms only.

7.21.6.4. Undershirt will be tucked into trousers.

7.21.6.5. Undershirts will not have pockets.

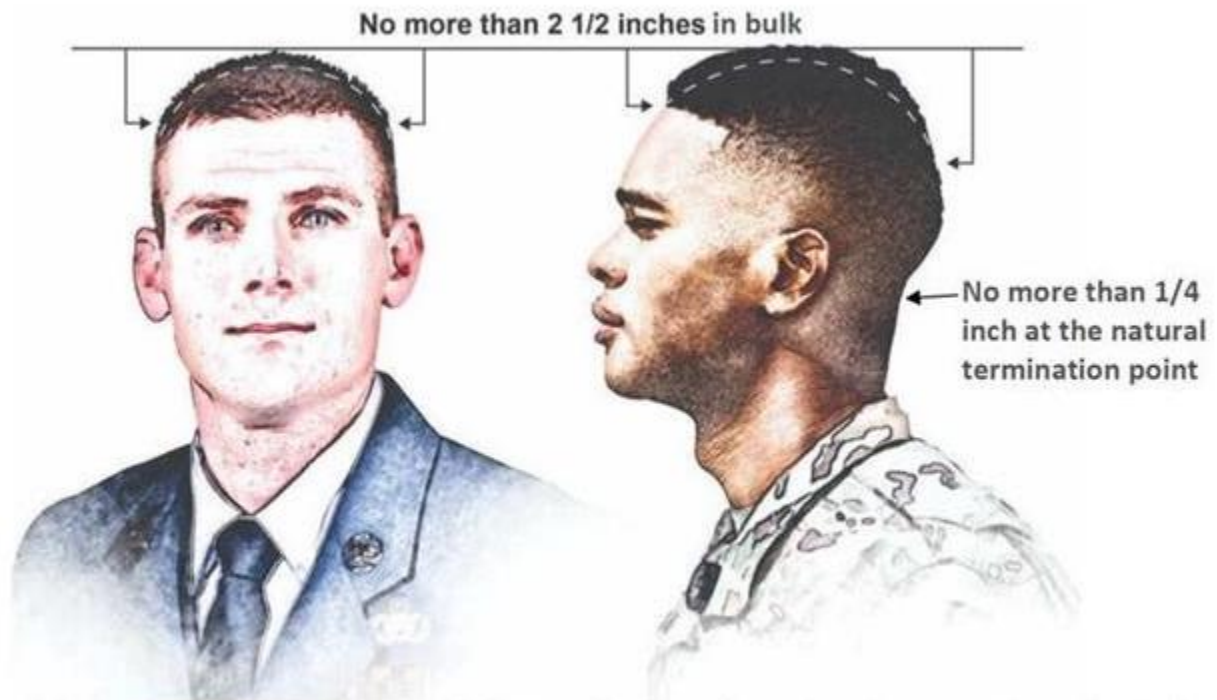
Figure 7.1.12. Male Hair Grooming Standards



Figure 7.1.13. Cut, Clipped, or Shaved Part

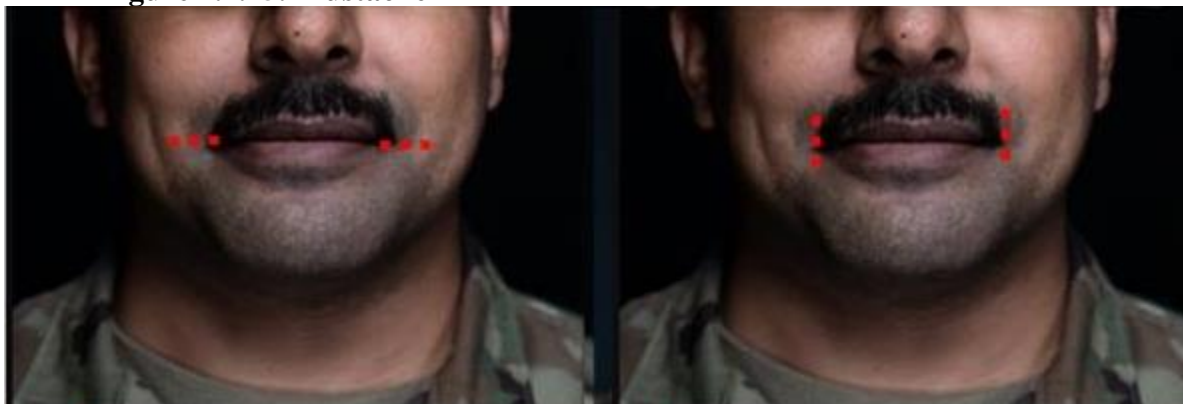


Figure 7.1.14. How to Measure Hair Bulk



Bulk is the distance that the mass of hair protrudes from the scalp. It is measured starting at the scalp and outward at a 90 degree angle.

Figure 7.1.15. Mustache



✓ Does not go beyond a horizontal line extending across the corners of the mouth

✓ No more than 1/4-inch beyond vertical line drawn from corner of mouth

Figure 7.1.16. Beard Example



Facial Hair neatly trimmed to present neat, clean, professional image.

Figure 7.1.17. Unauthorized Male Hair Examples



✗ Bangs touching eyebrows



✗ Etched design
✗ Unnatural appearance



✗ Un-tapered hair on back of head



✗ Locs



✗ Coils

7.22. SPECIFIC CADET UNIFORM WEAR GUIDELINES

7.22.1. Cadet Uniform Wear Guidance for School Hosted JROTC Events:

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

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

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

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

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

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

7.22.2. Cadet Uniform Wear Guidance for Fundraising:

7.22.2.1. There are no concerns with businesses contributing money to an AFJROTC and SFJROTC booster club or other private clubs associated with AFJROTC and SFJROTC that are NOT established by the Air Force as part of the program.

7.22.2.2. If businesses make a monetary donation, AFJROTC and SFJROTC instructors and cadets may not advertise for the business in return – particularly in uniform. Doing so would present the “appearance” of an Air Force endorsement of the businesses making the donation. Such an appearance could be interpreted as a violation of the Joint Ethics Regulation.

7.22.2.3. AFJROTC and SFJROTC personnel/cadets should not solicit donations from local businesses at any time.

7.22.2.4. Incorporating Corporate Sponsorship/local business donations as a way to help boost funding for your AFJROTC and SFJROTC program are a great way to fund Leadership Development Requirements (LDR) for your cadets. The key is to contact your district and follow the above guidance to help keep sponsors and AFJROTC and SFJROTC units within the scope of the Joint Ethics Regulation.

CHAPTER EIGHT

CADET HEALTH AND PHYSICAL FITNESS

8.1. CADET HEALTH AND WELLNESS PROGRAM

- 8.1.1. The goals are to create individualized training plans, identify areas of improvement for each cadet and incorporate physical training to meet national standard goals.
- 8.1.2. This program is an exercise program called the Presidential Fitness Challenge. Cadets will perform three exercises
 - 8.1.2.1. 1 mile run
 - 8.1.2.2. Push-ups
 - 8.1.2.3. Curl ups
- 8.1.3. to get a baseline (initial assessment) from which to build an exercise plan
- 8.1.4. A final assessment will be given in the second semester.
- 8.1.5. Parents are provided a permission slip on which they state any health concerns or limitations regarding participation in this program.
- 8.1.6. In addition to the above exercises, group activities (ex. kickball, soccer, capture-the-flag, etc.) will be included.
- 8.1.7. Cadet grades are based on participation 50% and uniform 50%.
- 8.1.8. Based on performance, cadets can receive either the Presidential Physical Fitness Award, the National Physical Fitness Award or the Participant Physical Fitness Award.

8.2. PHYSICAL FITNESS All cadets are encouraged to participate in unit physical fitness and wellness activities as much as possible.

8.3. APPEARANCE

- 8.3.1. Personal appearance is very important in wearing the AFJROTC uniform or civilian clothing.
- 8.3.2. Always present a neat, clean, appearance.
- 8.3.3. There are several factors that contribute to good health and affect personal appearance while wearing the uniform.
- 8.3.4. Some of these are good posture, proper weight, good muscle tone, and good grooming

8.4. GOOD HEALTH

- 8.4.1. Two of the most important factors in appearance and good health are size and shape.
- 8.4.2. Whether you are tall or short is not all that important.
- 8.4.3. A far more important factor is your weight and how it is distributed.
- 8.4.4. The mental and physical comfort enjoyed as a result of keeping your weight at the proper level makes every effort worthwhile.
- 8.4.5. Proper diet helps to maintain your weight at the appropriate level and to keep your body nourished.
- 8.4.6. Another important factor which adds to good health and appearance is keeping your muscles toned through regular exercise.
- 8.4.6. Exercise each day.

8.5. HYGIENE

- 8.5.1. A basic element of good health is personal hygiene.
- 8.5.2. A daily bath or shower is a must.
- 8.5.3. Do not neglect your feet; be smart about the shoes you wear.
- 8.5.4. Take care of your teeth by brushing after each meal when possible.
- 8.5.5. And above all, get the amount of sleep your body needs each day.
- 8.5.6. If your body is not rested, your appearance will not be at its best.

Physical fitness is maintained through exercise and diet. Diet is important because eating the right foods is the key to controlling your weight. A balanced diet is one that provides the body with all the required nutrients it needs in the right amounts

CHAPTER NINE

CADET OPPORTUNITIES: STAFF MEETINGS, SPECIAL ACTIVITIES, TEAMS, AND CLUBS

9.1. GROUP STAFF MEETINGS

- 9.1.1. The staff meeting will be under the control of the Gp/CC or Gp/DC.
- 9.1.2. Military customs and courtesies will be followed at all times.
- 9.1.3. The SASI/ASI will be present to ensure compliance with established policies and procedures.
- 9.1.4. It is the responsibility of the Gp/CC to ensure that time is made available for any briefings.
- 9.1.5. Staff Cadets will present progress reports on plans, programs, and projects they are responsible for.
- 9.1.6. Meeting minutes will be recorded and published and distributed to the Group Staff within two days following the meeting.

9.2. TEAM MEETINGS

- 9.2.1. Team Commander's will chair each meeting.
- 9.2.2. Team meetings are an integral part of a commander's responsibilities. They are normally after school.
- 9.2.3. Cadets who are required to attend will be notified of the meeting as far in advance as possible, but not later than two days before the meeting.
- 9.2.4. A notice will be placed in the bulletin board not later than two days before the meeting.
- 9.2.5. Those required to attend must be present unless prior absence is approved and granted by the SASI/ASI.
- 9.2.6. All meetings will begin and end with the staff being called to attention as the Team Commander enters the room and ends the meeting.
- 9.2.7. Meeting minutes will be recorded and published and distributed to the Group Staff within two days following the meeting.

NOTE: MEETINGS WILL NOT BE CANCELED WITHOUT PRIOR APPROVAL FROM THE SASI.

9.3. LEADERSHIP DEVELOPMENT REQUIREMENT ACTIVITIES: In addition to normal class activities, Det TX 200210 cadets can be involved in many leadership development requirement activities. Participation in competitive activities depends on school attendance, disciplinary status and requires passing grades in all subjects.

- 9.3.1. **FIELD TRIPS:** Periodically, cadets will have the opportunity go on field trips to Air Force bases, NASA (Johnson Space Center), science museums, confidence courses, weather facilities, flight simulator facilities, and other service military installations. Participation in these trips depends on school attendance, disciplinary status and requires passing grades in all classes.
- 9.3.2. **COLOR GUARD AND DRILL TEAMS:** These activities are the "spit-and-polish" activities of the cadet corps. Cadets participate in various performances in the school and community, as well as compete in drill competitions. Cadets chosen for these teams must be outstanding in conduct, attitude, performance, and academics. Practices will be held as directed by the ASI (SASI when ASI is absent). Unexcused absences from practices and/or

scheduled events may result in removal from the drill team or color guard. No one will be removed without prior approval of the ASI in charge of the Drill team. Cadets participating in said teams will not get service coats or any team benefits until they participate in a Color guard/ Drill Team event.

- 9.3.3. **KITTY HAWK AIR SOCIETY:** The Kitty Hawk Air Society is the counterpart to the National Honor Society for AFJROTC cadets who excel academically. To be considered for membership, cadets must maintain a 90 average in all AFJROTC courses, have an overall weighted GPA of 3.5 and must have passed all classes in the semester immediately preceding their consideration for membership. The SASI will approve all new members prior to nomination and induction. Members who fail to maintain the appropriate academic standards will be placed on probation and be subject to removal from Kitty Hawk. The Kitty Hawk Air Society members also participate in academic competitions and perform community service activities.
- 9.3.4. **MODEL ROCKETRY TEAM:** The Model Rocketry Team is organized for cadets interested in constructing and flying model rockets and other aerospace vehicles. The model rocketry team meets on a regular basis and competes in rocket meets. Unexcused absences from practices and/or scheduled events may result in removal from the team. Members who attend the required number of rocket meets can earn their Model Rocketry Badge.
- 9.3.5. **AWARENESS PRESENTATION TEAM (APT):** The APT is an academic endeavor designed to provide positive role models for elementary and middle school students. It provides a practical application of skills learned in the leadership education portion of the AFJROTC curriculum. The APT is composed of cadets selected by the SASI/ASI based on military bearing, writing and speaking skills and professional appearance. Team members will provide brief presentations on topics of current interest that can include, but are not limited to, flag honors, drug use/abuse, gangs and high school dropouts. The SASI has overall responsible for APT but has delegated day-to-day leadership and management of team activities to the ASI. The high school principal must clear and approve all APT presentations.
- 9.3.6. **AFJROTC CHOIR:** The AFJROTC Choir is organized for cadets who are interested in participating in the opening ceremonies for the unit Military Ball, Awards Ceremony, district athletic events, local community activities and for assemblies at school district campuses.
- 9.3.7. **ACADEMIC TEAM:** The Academic Team organized for cadets interested in competing in academic competitions. The team is provided review materials that can be used to prepare for competitions—drill meet testing, individual unit competitions, online JROTC's President's Academic Challenge, etc... Team members are normally selected from the Kitty Hawk Air Society. Individual competing in actual competitions will depend on availability and eligibility.
- 9.3.8. **RAIDER TEAM:** The Raider team is team of cadets aspiring to know and learn how to live a healthy and active lifestyle. They promote health and wellness through their various workouts. One must attend two meetings each week to receive any benefits the team may have been granted. ABUs are earned with participation, good conduct, and attendance at all home football games, absences with reason and other school activities are excusable, flag detail is a mandatory event to keep your ABU and must attend wearing your ABU. ABUs can be worn on Fridays only.
- 9.3.9. **MARKSMAN SHIP TEAM:** The Marksmanship Team is for cadets interested in competitive shooting of air pellet rifles. Competitions against local schools

and also a JROTC wide postal competition is done each year. Cadets must take a safety class and sign a safety pledge before being allowed to shoot.

- 9.3.10. **AEROSPACE CLUB TEAM:** The Aerospace Club Team is for cadets interested in learning about how different aircraft works. They learn the parts of a plane, what they do and the history of the planes. Cadets on this team will also participate in model airplane building, simulated flights through a flight simulator on a computer or XBoxX and how to learn to fly R/C Aircraft
- 9.3.11. **RHYTHMIC SQUAD:** The Rhythmic Squad is a group of cadets who seek a way of exercise through dance. They dedicate their time to be prepared to line dance for the annual military ball and possible recruitment videos.
- 9.3.12. **FLAG DETAILS:** Det TX-200210 Corps of Cadets volunteers at Willis High School's Varsity football games raising and lowering the flags, each cadet gets three hours, one for raising and one for lowering the flags, of community service, if a cadet is to attend all home football games to raise/lower the flags in that school year they will get a dark blue arch to wear in their uniform.
- 9.3.13. **PARADES:** Det TX-200210 Corps of Cadets will/required to participate in the Willis High School Homecoming Parade (Sept) and the Willis Christmas Parade (Dec). All other possible parades will be on a volunteer basis.
- 9.3.14. **FIELD DAY:** Field Day is an all-day event held during the second semester. During Field Day, all flights compete against each other in various athletic events.

CHAPTER TEN

SOCIAL FUNCTIONS

10.1. SOCIAL FUNCTIONS

10.1.1. MILITARY BALL

10.1.1.1. The Military Ball is a **MANDATORY** attendance event for all cadets.

10.1.1.2. The most formal of all AFJROTC Leadership Development Requirement activities.

10.1.1.3. Cadets will be required to observe strict military protocol and engage in formal dining etiquette.

10.1.1.4. Females may wear civilian formal gown or evening dress. May also wear Semi Formal Dress Uniform (See Attachment 7-14)

10.1.1.5. Males will wear Semi Formal Dress Uniform (See Attachment 7-14) AFJROTC uniform with service coat, white T-shirt, white long sleeve dress shirt, and blue service tie

10.1.1.6. Parents are not permitted to attend.

10.1.1.7. If you have a competing function (Sports, Band, Drill team, etc), please contact the SASI and explain your situation.

10.1.2. ANNUAL AWARDS NIGHT

10.1.2.1. AFJROTC Annual Awards Night is **MANDATORY** attendance event and is held during the second academic semester.

10.1.2.2. Cadets will be presented with AFJROTC and national awards they have earned during the year.

10.1.2.3. All family members and friends are invited and encouraged to attend.

ACRONYMS

ABU- Airman Battle Uniform
ADPE- Automated Data Processing Equipment
AF- Air Force
AFI- Air Force Instruction
AFJROTC- Air Force Junior Reserve Officer Training Corps
AMA- Academy of Model Aeronautics
APT- Awareness Presentation Team
AS- Aerospace Science
ASI- Aerospace Science Instructor
CC- Commander
CEB- Cadet Evaluation Board
DC- Deputy
Det- Detachment
DP- Personnel Officer
EL- Element Leader
Flt- Flight
FM- Financial Management
Gp- Group
GPA- Grade Point Average
HQ- Headquarters
IMO- Information Management Officer
JROTC- Junior Reserve Officer Training Corps
KH- Kitty Hawk
LDR- Leadership Development Requirement
LE- Leadership Education
LG- Logistics Officer
LWBJ- Lightweight Blue Jacket
NASA- National Aeronautics and Space Administration
NCO- Non-Commissioned Officer
OPS- Operations Squadron
OCP- Operational Camouflage Pattern
PA- Public Affairs
PT- Physical Training
R/C- Remote Control
SA- Special Assistant to the SASI
SASI- Senior Aerospace Science Instructor
SS- Support Squadron
Sq- Squadron
US- United States
USAF- United States Air Force
WISD- Willis Independent School District

Attachment 7-1

Added. Hands in pockets are allowed while standing or walking and beverage consumption as indicated while walking.



Hap Arnold Optional
Enlisted/Officer Service
Cap Insignia



OFFICERS
SERVICE CAP
INSIGNIA



MODEL ROCKETRY
BADGE



KITTY HAWK
AIR SOCIETY
BADGE



DISTINGUISHED
CADET BADGE



METAL OR CLOTH



GROUND SCHOOL
BADGE



FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE



UNMANNED AIRCRAFT
BADGE

Cadets may only wear one of these badges on their uniform



AWARENESS
PRESENTATION
TEAM BADGE

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



AEF BADGE

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-1 (continued)

**AUTHORIZED AIR FORCE JROTC
BADGES AND INSIGNIA**

Marksmanship Badges – Wear Only One



CMP Awarded Badges



Unit Awarded Badges

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



Marksmanship
Shield

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

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

Marksmanship badges will not be worn with medals.

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-2

AIR FORCE JROTC RANK INSIGNIA

CADET OFFICER RANK

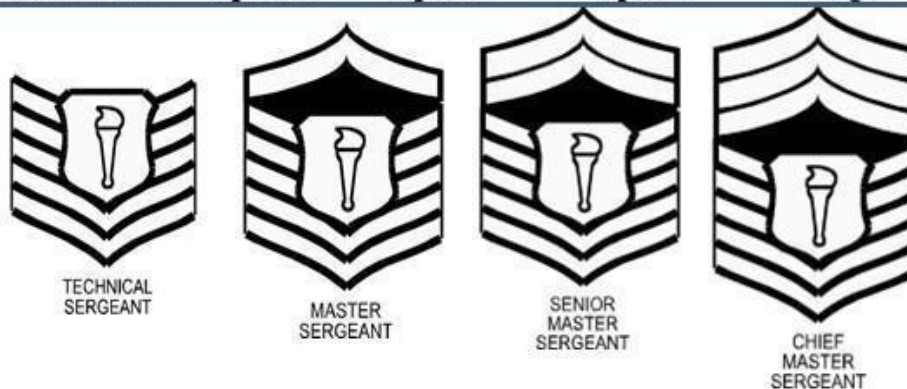


NOTE: Cadet Officer rank used is either cloth epaulet or collar rank, depending on specific uniform worn.

CADET ENLISTED RANK



For SFJROTC Spec 1 Spec 2 Spec 3 Sgt

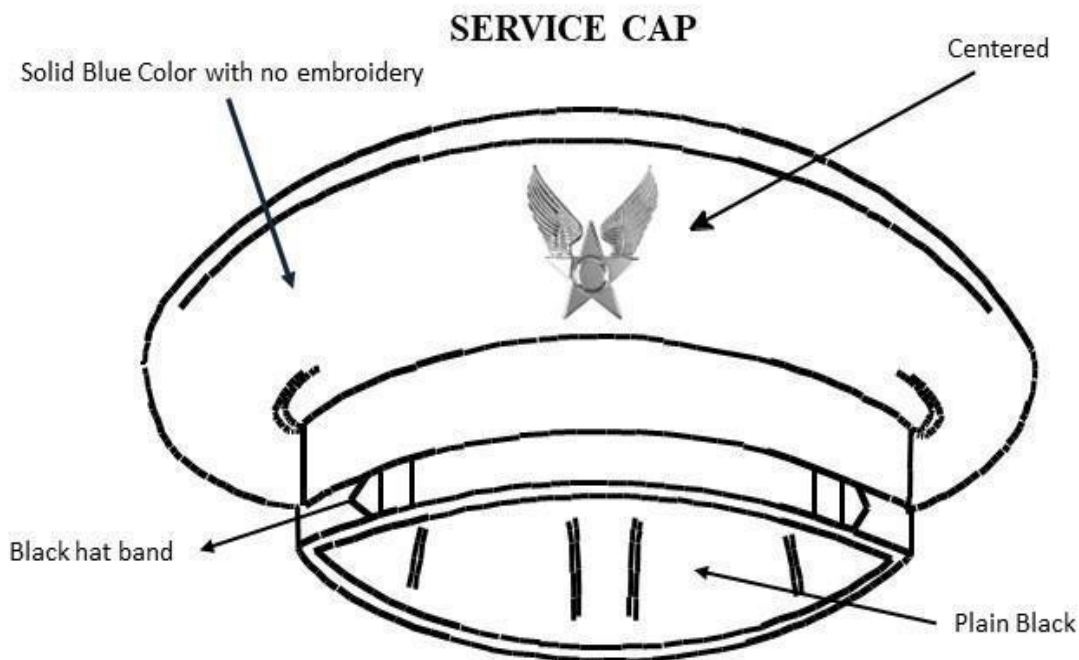


NOTE: Cadet Enlisted rank used is small collar rank only, regardless of uniform worn

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

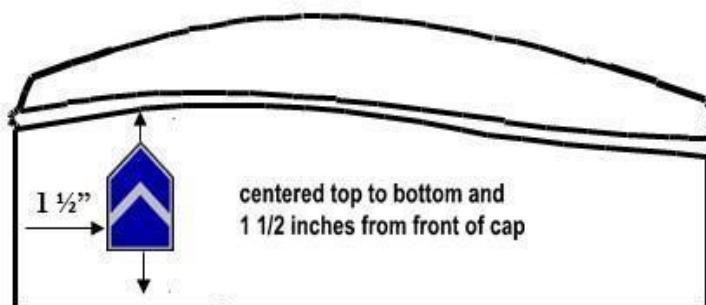
Attachment 7-3

CADET MALE HEADGEAR



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

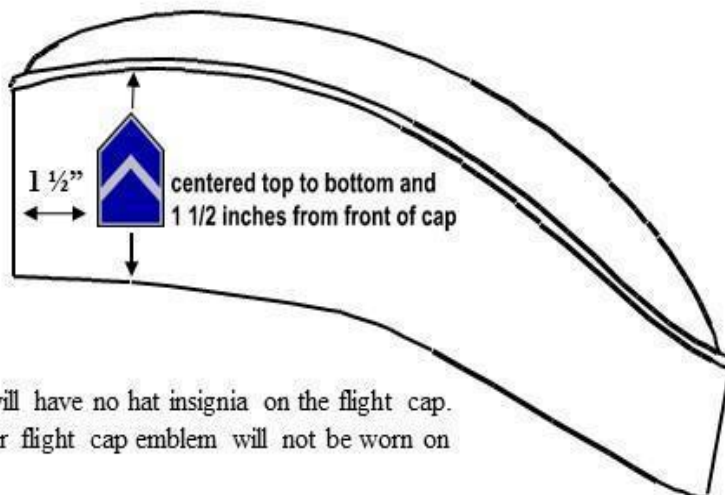
SERVICE CAP

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.

CADET BERET HEADGEAR

BERET

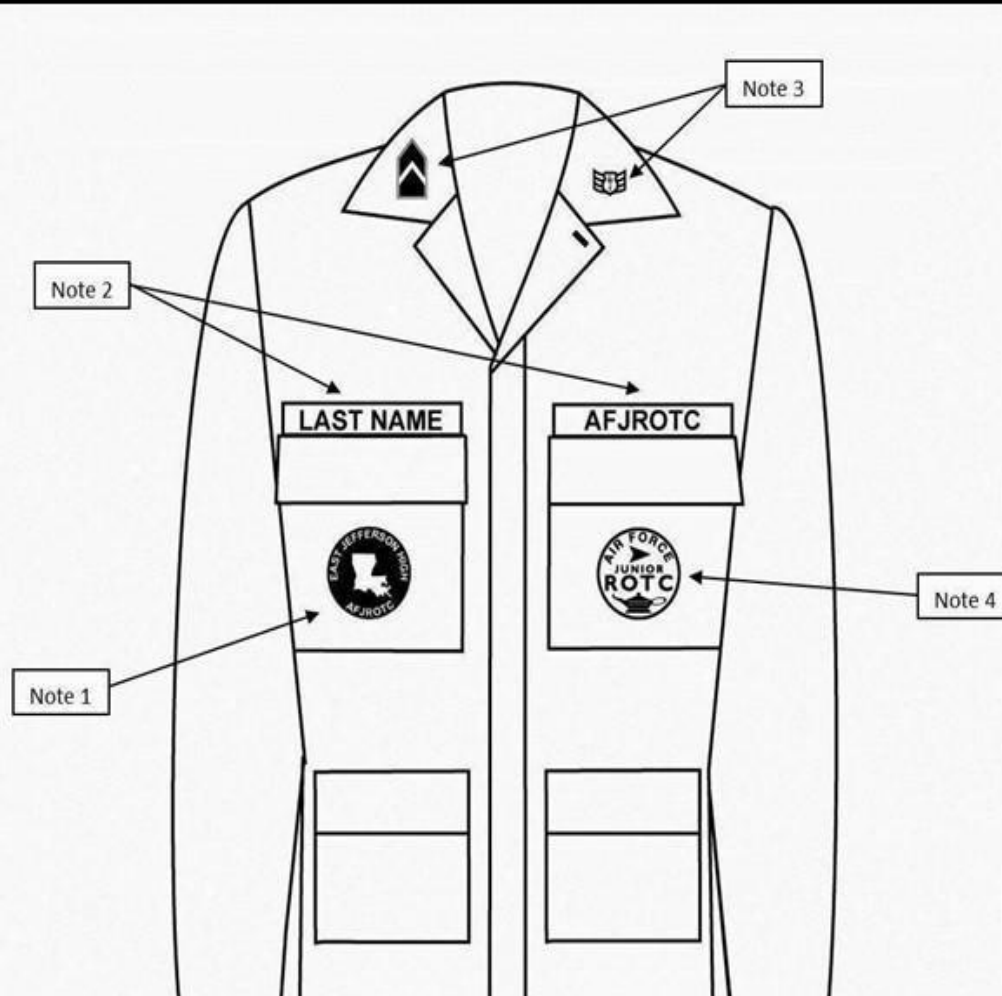


Berets.

1. Solid Color white, dark blue or black ONLY, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin. The former officer/enlisted flight cap emblems will not be worn on the beret. The wear of a "Beret Flash" or mini unit patch is not authorized.
2. Position headband straight across the forehead, 1 inch above the eyebrows. Drape the top over the right ear. Wear the stiffener with the aligned insignia above the left eye. Adjust ribbon for comfort, tie in a knot, and tuck inside or cut-off. The insignia will be centered, $\frac{1}{4}$ inch above and parallel to the headband.
3. The wear of a "Beret Flash" is not authorized.

Attachment 7-6a

CADET ABU Male and Female



1. Unit patch (optional). If worn, will be placed on right pocket and centered.
2. Last Name and **AFJROTC or SFJROTC tapes**. Letters are dark blue on digital camo background (mandatory). Tapes are grounded and centered on pockets. Name tape only may be held with Velcro to enable reuse/reissue to a different cadet.
3. Grade insignia (officer or enlisted) (mandatory). Will be worn on the left and right collars, centered 1-inch up from the bottom of the collar and parallel to the ground while remaining centered on the collar
4. **AFJROTC Patch (white, Lamp of Knowledge) or SFJROTC Patch (black, Lamp of Knowledge) - WHITE/BLACK 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 and Coyote Brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing ABU boots. (Black boots will not be worn with ABUs)

Attachment 7-7

CADET ABU and OCP HEADGEAR



Enlisted Cadets will not wear rank on the ABU/OCP cap.



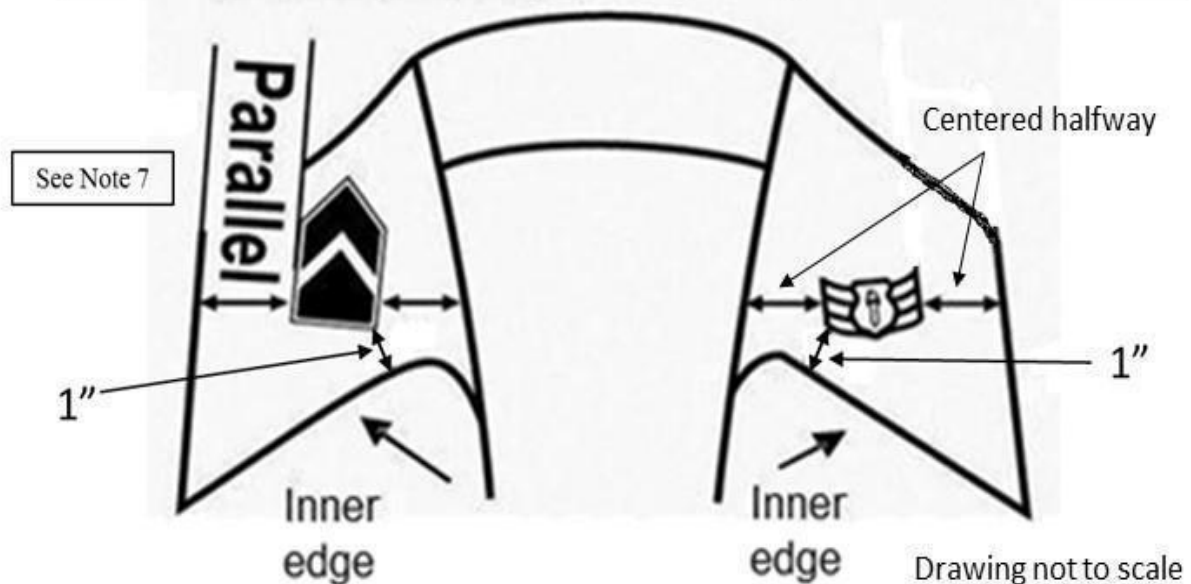
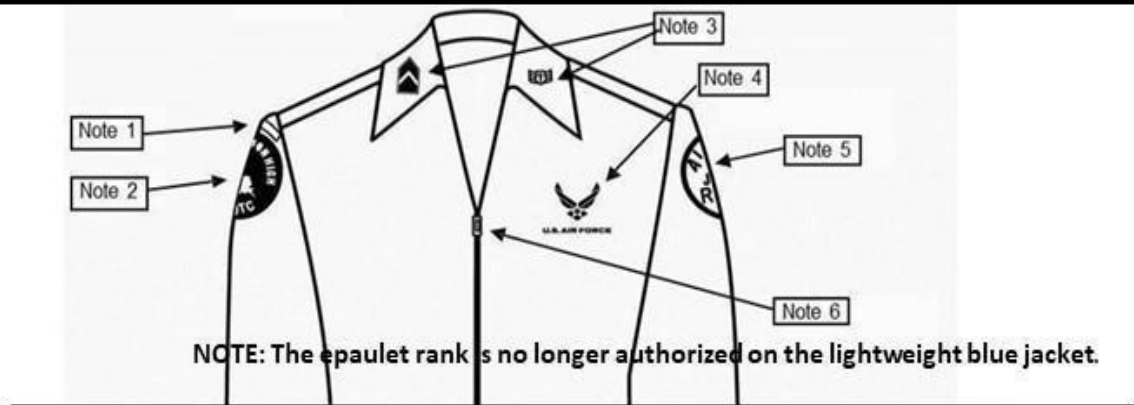
Officers will wear rank insignia on the ABU/OCP cap.

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

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

Attachment 7-8

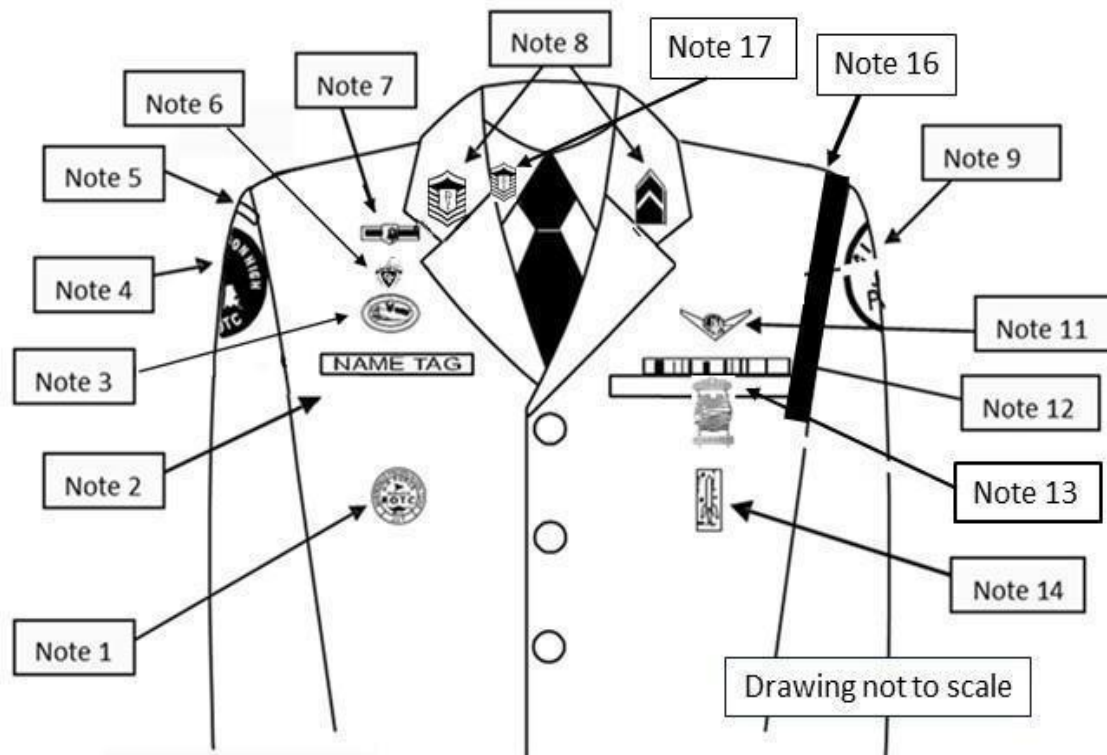
CADET LIGHT WEIGHT BLUE JACKET



1. Shoulder tabs are centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
2. Unit patch on right $\frac{1}{2}$ to 1 inch below shoulder seam and centered.
3. Grade insignia (officer and enlisted) will be worn on both lapels, mandatory. For placement see Note 7.
4. Optional item: center vertically between the shoulder seam and where the underarm side seam joins the armhole sleeve and center horizontally between the center zipper and the sleeve armhole seam. Per AFJROTCI 36-2010, para 6.1.1.10.1. The words "U.S. Air Force" must appear directly below the symbol, or units can choose to use "AFJROTC." Embroidery expenses must be at no cost to the Air Force.
5. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center $\frac{1}{2}$ to 1 inch below left shoulder seam
6. Jacket will be closed to at least the halfway point.
7. Center insignia horizontally on collar. Place 1 inch from bottom of collar and parallel to the outer edge of the collar.
8. Enlisted rank insignia **MUST** be worn on the blue shirt while wearing the light weight jacket.
9. **Ascots and shoulder cords will not be worn on this uniform.**

Attachment 7-9

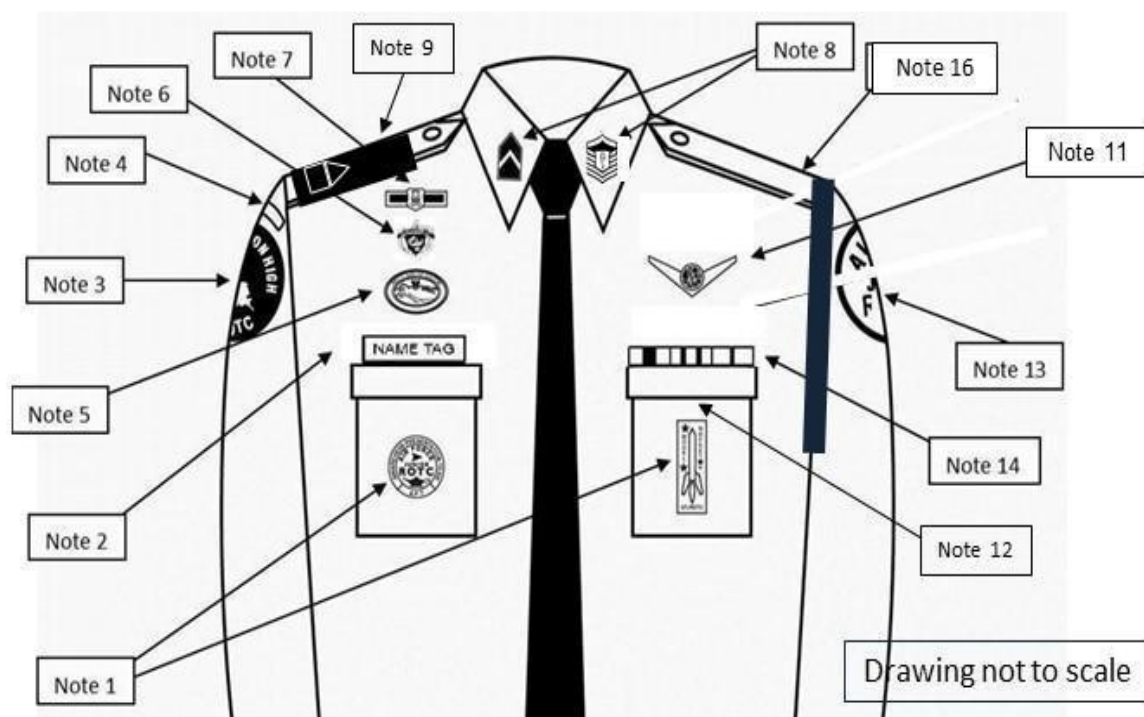
CADET MALE SERVICE DRESS



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

Attachment 7-11

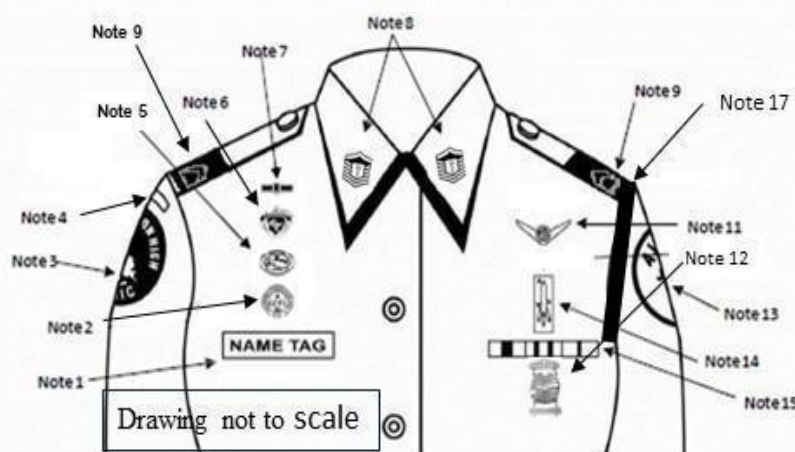
CADET MALE BLUE SHIRT



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 $\frac{1}{2}$ to 1 inch below the shoulder seam.
4. Shoulder tab. Centered between unit patch and shoulder seam. If no patch, then place 1 inch below shoulder seam.
5. Kitty Hawk Badge. See Note 15.
6. Aerospace Education Foundation (AEF) Badge. See Note 15.
7. Distinguished Cadet Badge. See Note 15.
8. Grade insignia, mandatory (officer and enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points towards the point of the collar. Officer top point of rank aligned with point of collar. Cadet/Amn Basic have no insignia of any kind on the collar.
9. Officers only. When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam. (Use larger male epaulets only).
10. Deleted
11. Cadets will only wear one of the following badges, 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 $\frac{1}{2}$ to 1 inch below left shoulder seam.
14. Ribbons are optional. Wear all, some or no ribbons earned. If worn, ribbons will be centered, resting on, but not over the edge of the pleated pocket on the wearers left.
15. Except marksmanship badges. First badge placed $\frac{1}{2}$ inch above name tag or ribbons and is centered horizontally. Additional badges placed $\frac{1}{2}$ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then AEF Badge, then Kitty Hawk Badge, and finally the CyberPatriot National Finalist Badge. No more than 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.

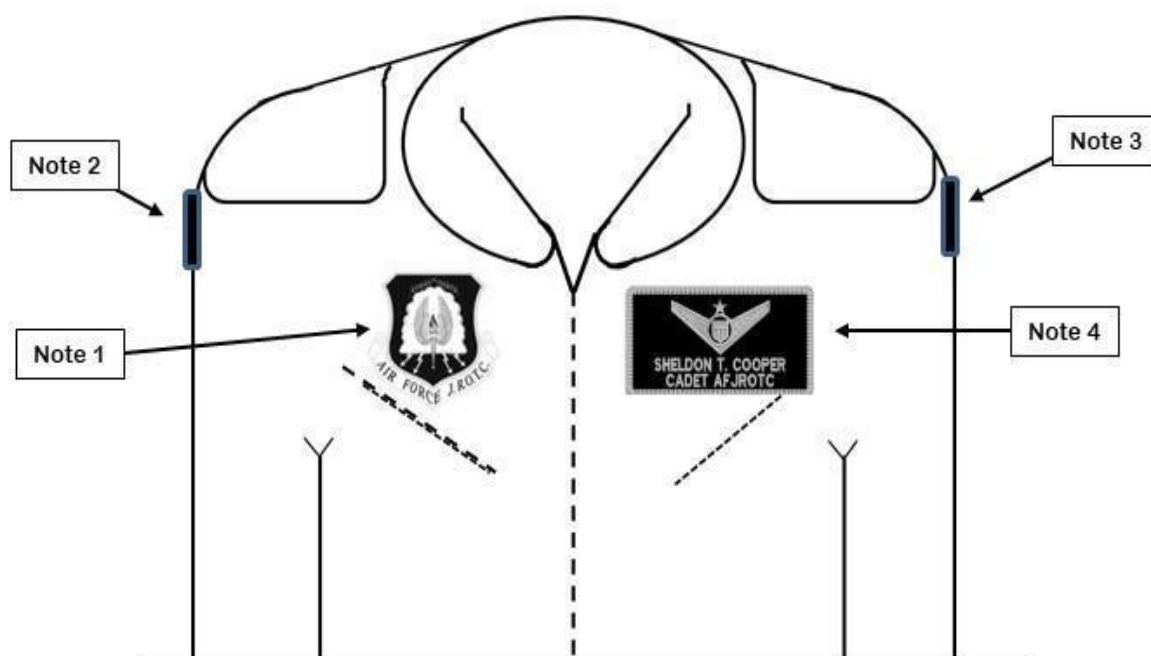
Attachment 7-12

CADET FEMALE BLUE SHIRT



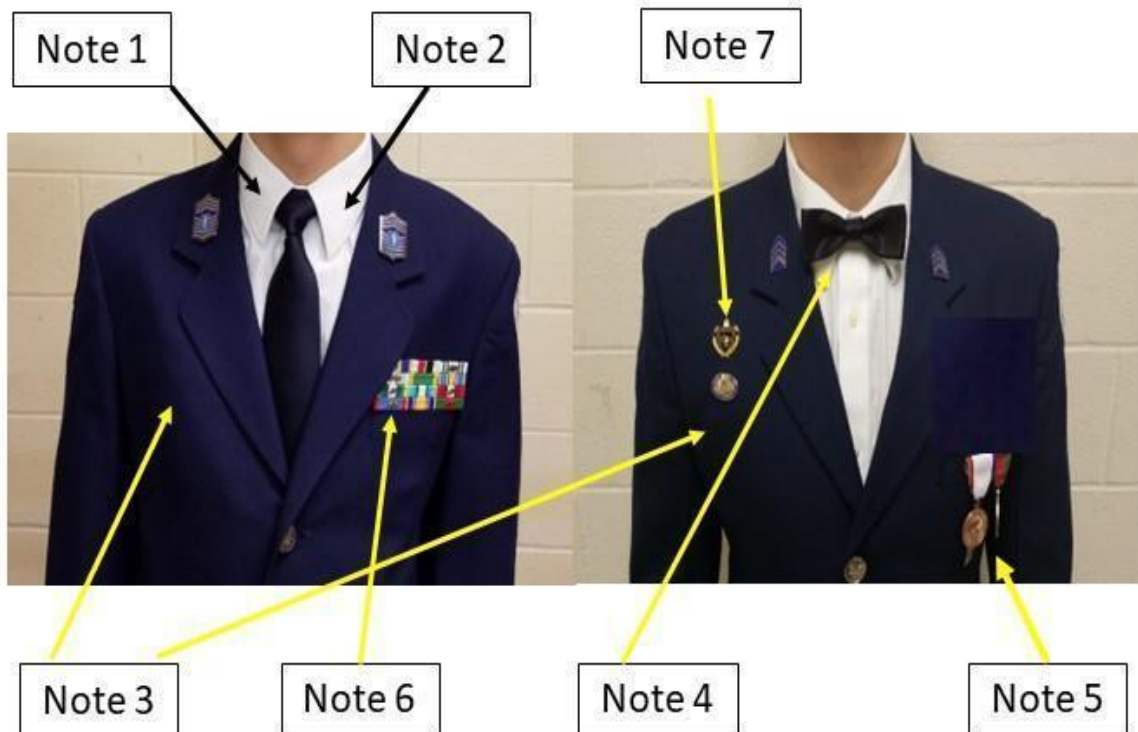
1. Name Tag: Mandatory wear. Blue Plastic with white letters. Without ribbons: centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button. With Ribbons: Even with bottom row of ribbons, centered on right side, parallel to ground and within 1 ½ inches higher/lower 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.**

FLIGHT SUIT (Male and Female)



1. * AFJROTC Command Patch (mandatory). **Patches may be sewn directly onto the flight suit or attached using Velcro.** This style of patch may only be worn on the Flight Suit. Cadets can only wear ONE ground school, flight solo or flight certificate badges upon successful completion one of those. (see Ops Supplement, Chapter 7, paras 7.2.1 - 7.2.4).
2. The unit patch will be worn on the right sleeve (shoulder) of the Flight Suit, if the unit patch is unavailable then the white, Lamp of Knowledge will be worn. **Patches may be sewn directly onto the flight suit or attached using Velcro.**
3. * American Flag Patch (mandatory) on left shoulder. **Patches may be sewn directly onto the flight suit or attached using Velcro.**
4. Cadet Name Patch (mandatory). Velcro attached only. Black background with silver or white border (if unit has a unit patch, units may substitute background color/border with unit patch colors). Cadet Name Badge – Top line will be Cadet Name and second line will be “CADET AFJROTC”.
5. See paras 7.2.4 and 7.2.5.1 for more details on flight suit wear.
 - Flight patches and Velcro may be purchased from a vendor using MilPer funds.
 - **Flight Suits may be purchased through WINGS/FEDMALL (contact HQ Logistics for assistance.)**
 - Flight Suits are accountable uniforms items and must be issued/returned via WINGS.

Semi-Formal Dress Uniform



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

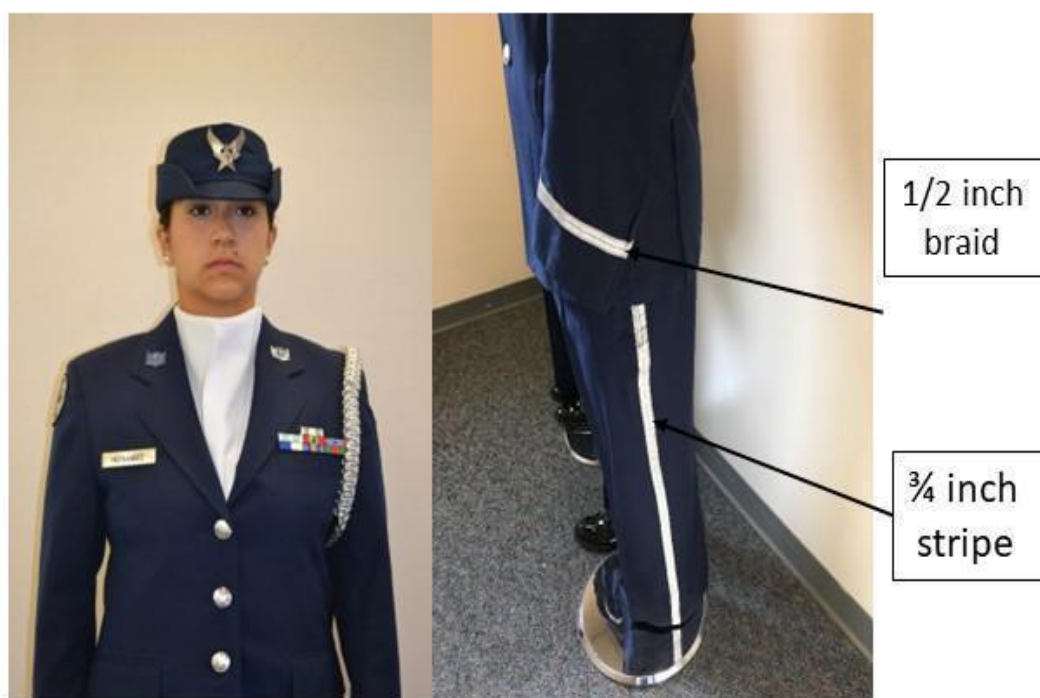
Sample Exhibition Uniform



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

Attachment 7-15 (continued)

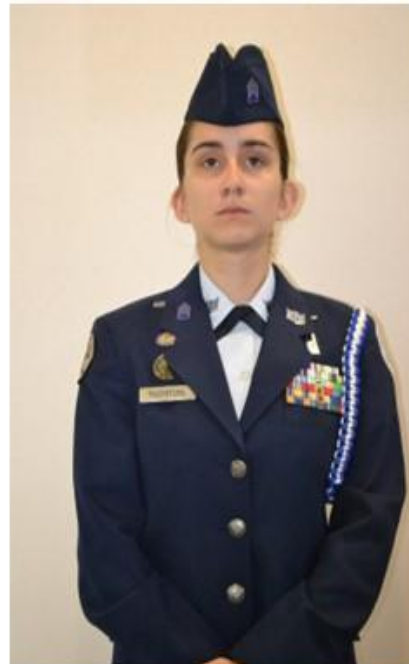
Sample Exhibition Uniform



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

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 7-17

Air Force and Space Force Cadet Ribbon Chart



Version: 15 May 2022

Attachment 7-18

Cadet Assigned Positions (Lowest rank available)

Position	Rank
Special Assistant to SASI	C/Col
Special Assistant to ASI	C/Col
Group Commander	C/Lt Col
Deputy Group Commander	C/Lt Col
Operation Squadron Commander	C/Maj
Support Squadron Commander	C/Capt
Leadership Development Requirement Commander	C/Capt
Kitty Hawk Commander	C/Capt
Public Affairs Officer	C/Capt
Color Guard Commander	C/1st Lt
Rocketry Commander	C/1st Lt
Raider Commander	C/1st Lt
Aerospace Club Commander	C/1st Lt
Marksmanship Commander	C/1st Lt
Drill Team Commander	C/1st Lt
Flight Commander	C/1st Lt
Group Superintendent	C/2nd Lt
Operations Squadron Superintendent	C/CMSgt
Support Squadron Superintendent	C/SMSgt
LDR Superintendent	C/SMSgt
Flight Chief	C/SMSgt
Color Guard NCOIC	C/MSgt
Rocketry NCOIC	C/TSgt
Raider NCOIC	C/TSgt
Aerospace Club NCOIC	C/TSgt
Marksmanship NCOIC	C/TSgt
Drill Team NCO	C/TSgt
Commander's Support Staff (member)	C/TSgt
Logistics NCO	C/SSgt
Personnel NCO	C/SSgt
Flight PTL	C/SSgt
Flight PTLA	C/SSgt
Element Leader	C/SrA
	C/A1C

Attachment 7-19

Shoulder Cords

Det TX 200210

Shoulder Cord Color	Position
Brass Gold	SASI Advisor
Gold	Cadet Group/CC
Gold	Cadet Deputy Group/CC
Gold	Cadet Group Superintendent
Gold	Operations Squadron/CC and Supt
Gold	Support Squadron/CC and Supt
Gold	LDR Squadron/CC and Supt
Gold	Public Affairs Officer
Jay Blue	Kitty Hawk/CC & Members
Purple	Flight/CC
White	Color Guard/CC & Members
Black	Armed Regulation Drill/CC & Members
Black/Gray	Unarmed Regulation Drill Team/CC & Members
Black /White	Armed Exhibition Drill/CC & Members
Purple/Silver	Unarmed Exhibition Drill/CC & Members
Red	Marksmanship/CC & Members
Green/White	Aerospace Club/CC & Members & Model Rocketry/CC & Members
Gray	Academic Team Members
Royal Blue/White	Raider Team/CC & Members