OH 20202

Cadet Handbook 2026-2027

Austintown Fitch High School
4560 Falcon Drive
Austintown, OH 44515

Instructors:

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Chapter 1 - The AFJROTC Program

Welcome Letter from the Instructors

Welcome to the Austintown Fitch Air Force Junior ROTC program. We are excited you chose to belong to AFJROTC. Our program is dedicated to providing you the tools and the environment that will help you grow as a citizen and leader. We are a Leadership Development Program embedded within the High School experience; here to help you develop your leadership potential. Whether you intend to enter the military, higher education, business world, agriculture, or pursue another career path; this program can provide a strong foundation that will endure a lifetime. We will do this by focusing on our mission to ***"develop citizens of character dedicated to serving their country and community."***

We will help you become successful by emphasizing the Air Force Core Values of ***"Integrity First, Service Before Self, and Excellence In All We Do,"*** and our unit specific values of the importance of a professional learning environment and respecting others, as well as the AFJROTC Cadet Creed. By applying what you learn, and through your participation in AFJROTC, you will:

- Develop leadership skills, build confidence, and become accountable and responsible
- Wear the uniform proudly and properly
- Respect the chain of command and use of proper customs and courtesies
- Become proficient in individual and flight drill
- Conduct yourself in a professional manner
- Perform assigned duties
- Learn the fundamentals of Aerospace, Leadership and Wellness within our program
- Practice good study habits, time management and pass all of your classes
- Become a Citizen of Character
- Develop a healthy lifestyle

"Before You Can Learn to Lead, You Must Learn to Follow!"

KEVIN C. RILEY, Colonel, USAF (Ret)
Senior Aerospace Science Instructor (SASI)

THOMAS E. MARHULIK, SMSgt, USAF (Ret)
Aerospace Science Instructor (ASI)

The mission of the Air Force Junior Reserve Officer Training program is to "Develop citizens of character, dedicated to serving their nation and community. The program is designed to teach high school students about the aerospace age and its history while developing more informed citizens. The program also strives to strengthen character, promote understanding of the concept of the "citizen airman," help develop a sense of patriotism, and promote the students' understanding for the need and benefit of self-discipline, teamwork, and community spirit. **There is <u>NO</u> military obligation incurred by any cadet for joining AFJROTC.**

OBJECTIVES

Academic Objectives. Each cadet will endeavor to:

- Develop and maintain the highest degree of integrity, self-discipline, and commitment to the responsibilities associated with being a cadet and citizen.
- Become a better informed citizen on matters pertaining to community, state, national, and world affairs.
- Understand the history and potential of aerospace science.
- Become familiar with aerospace vehicles, the principles that govern their operation, and other future aerospace challenges.

Leadership Objectives. Each cadet will endeavor to:

- Develop improved study habits through application of self-discipline and time management techniques.
- Develop a knowledge of and respect for authority.
- Wear the Air Force uniform in accordance with applicable regulations, policies, and guidelines.
- Render proper military customs and courtesies while wearing the uniform.
- Demonstrate socially acceptable conduct at all times.
- Uphold the *Cadet Honor Code* and hold all other cadets accountable for their actions under the same code.
- Foster a spirit of teamwork among fellow cadets.
- Develop and maintain the highest standards of character and leadership as a role model for other cadets and students.
- Improve the community through active involvement in activities and projects.

Chapter 2 - Cadet Responsibilities

Core Values:

Integrity First

Integrity is a character trait. It is the willingness to do what is right even when no one is looking. It is the “moral compass,” the inner voice; the voice of self-control; the basis for the trust imperative in today’s military, as well as society as a whole. Integrity is the ability to hold together and properly regulate all of the elements of our personality and behavior.

Service Before Self

Service before self tells us that professional duties take precedence over personal desires. This includes:

- Following the rules in doing our duty
- Respecting others, whether subordinates or superiors
- Controlling and disciplining ourselves to refrain from anger and intolerance of all kinds.

Excellence In All We Do

Excellence in all we do directs us to develop a sustained passion for continuous improvement and innovation. Through excellence in our actions, we become better citizens. We are able to do more work with fewer resources.

Professionalism

Professionalism guides us to present ourselves in a manner that reflects the person we are. Through professionalism we can gain and show maturity, respect, wisdom, and knowledge. Our classroom is to be a professional learning environment where we gain knowledge and experience to better ourselves.

Respect

Respect calls for us to acknowledge the worth and contributions of every person, regardless of their role or background. This can become especially important in the service, when you will be addressing officers and possibly Soldiers/Sailors/Airmen/Marines under your command, as well as in the civilian world when we become citizens of character in whatever role we enter.

Honor Code:

"We will not lie, cheat, or steal,
nor tolerate among us
anyone who does."

The AFJROTC program has set this high standard in which cadets will accept and follow.

These simple words will provide the basis for the cadet corps' ethical foundation and will establish a framework you will follow for the rest of your lives. It is short and clear in what it asks of you. You are expected to maintain the first of our core values (Integrity First) at all times. By accepting this code you acknowledge responsibility for your actions regardless of the circumstance.

Accepting this affirms that ***honor***, above all else, is the foundation of the Corps. Whether you are in school, in the service, or in your work field, this honor code should be with you at all times.

"Fly, Fight and win - Airpower, Anytime, Anywhere."
Mission of the USAF

Chain Of command



2026-2027 Cadet Staff:

Corps Commander: c/Lt Col TBD

Corps Vice Commander: c/Maj TBD

First Sergeant: c/SMSgt TBD

Corps Inspector General: c/1st Lt Sophia Barringer

Public Affairs Officer: c/1st Lt Lily LaVassaur

Wellness Officer: c/2nd Lt Malakai Huhn

Operations Officer: c/Maj Dominic Guerriero

Logistics Officer: c/Capt Troy McCartney

Projects Officer: c/Capt. Keira Smith-Sweeney

2025-2026 Chain of Command Cont.

Unarmed Drill Commander: c/2 Lt Gianna Kohut

Armed Drill Commander: c/2 Lt Malaki Huhn

Colorguard Commander: c/1Lt Allie Wilkey

Marksman Commander: c/SSgt - c/MSgt. TBD

Raider Commander: c/Maj Dominic Guerriero

Chapter 3 Field Trips / Events

General Guidelines:

- Cadets must maintain at least a **C average** with **no grades below C** to participate in trips.
- Cadets with disciplinary actions in the current grading period are **not eligible**.

Local Trips:

- Cadets must maintain professionalism at all times.
- Arrive on time, in the correct uniform, with a respectful attitude.
- Positive communication and strict adherence to instructions are mandatory.

Out-of-State Trips:

- Must follow all local trip guidelines.
- Out-of-state trips require **higher professionalism**, as cadets represent the **entire Austintown Fitch School District as well as the AFJROTC**.

Military Trips (C-130 Flight, Military Ball, etc.):

- Must combine all guidelines listed above.
- Highest respect and professionalism expected.
- Follow **AFJROTC Dress and Appearance standards** and military regulations at all times.

Chapter 4 - Dress and Appearance Guidelines

No PDA (Public Displays of Affection): Cadets will maintain a high standard of professionalism, and any form of public display of affection is strictly forbidden. Whether in or out of uniform at any AFJROTC Sponsored event, or AFJROTC Designated area / Time of day, no PDA is permitted.

Uniform Requirements: The full uniform must be worn on Uniform Days or Special Events throughout the entire day unless the ASI (Aerospace Science Instructor) or SASI (Senior Aerospace Science Instructor) gives specific permission to remove or alter the uniform. Cadets must ensure that the uniform is worn correctly at all times during scheduled events, training, and while on duty.

Professionalism and Respect: While in uniform, cadets are automatically held to a higher standard of professionalism and respect. Therefore maintaining a respectful demeanor at all times and representing the AFJROTC program with dignity is required.

Uniform Guidelines: The uniform must always be within the established guidelines unless there is a special purpose or event for which an exception is made and explicitly communicated by the ASI or SASI.

Male Appearance Guidelines

Hair:

1. Hair must be clean, neatly groomed, and present a tapered appearance on both sides and the back of the head, both with and without headgear.
2. Hair will not touch the ears, extend below the eyebrows, or touch the collar.
3. Bulk will not exceed **1¼ inches** at any point, and hair length will not exceed **¼ inch at the natural termination point**.
4. Hair must not interfere with proper wear of headgear.
5. Sideburns must be neatly trimmed, straight, and even, and must not extend below the bottom of the ear opening.
6. Hair must be a natural color with no designs, braids, or patterns
7. Excessive use of hair products is not permitted.

Facial Hair:

1. Beards are not authorized.
2. Mustaches are permitted, but must be neatly trimmed and will not extend downward beyond the lip line of the upper lip or extend sideways beyond the corners of the mouth.
3. Handlebar styles, goatees, or untrimmed facial hair are not permitted.
4. Cadets are expected to be clean-shaven when in uniform unless a medical waiver has been approved.

Jewelry:

1. Male cadets are **not permitted to wear earrings** in uniform, whether in one or both years.
2. No facial piercings or other visible body ornamentation are allowed.

A conservative wristwatch, bracelet,

Nails:

1. Fingernails must be kept clean and neatly trimmed, not extending beyond the fingertips.
2. No nail polish, artificial nails, or colored coating are allowed.

Female Appearance Guidelines

Hair:

1. Hair must be worn in a professional, neat and conservative style. It should not interfere with the proper fit of the headgear. If bangs are worn, they must not fall into the line of sight and must be neatly styled against the head. Hair must not exceed the underarm seam in length when styled for uniform wear. Hair must be pulled back, not loose. Hair must be a natural color, e.g. brown, blonde, black, etc. Hair must not exceed 4 inches in bulk.

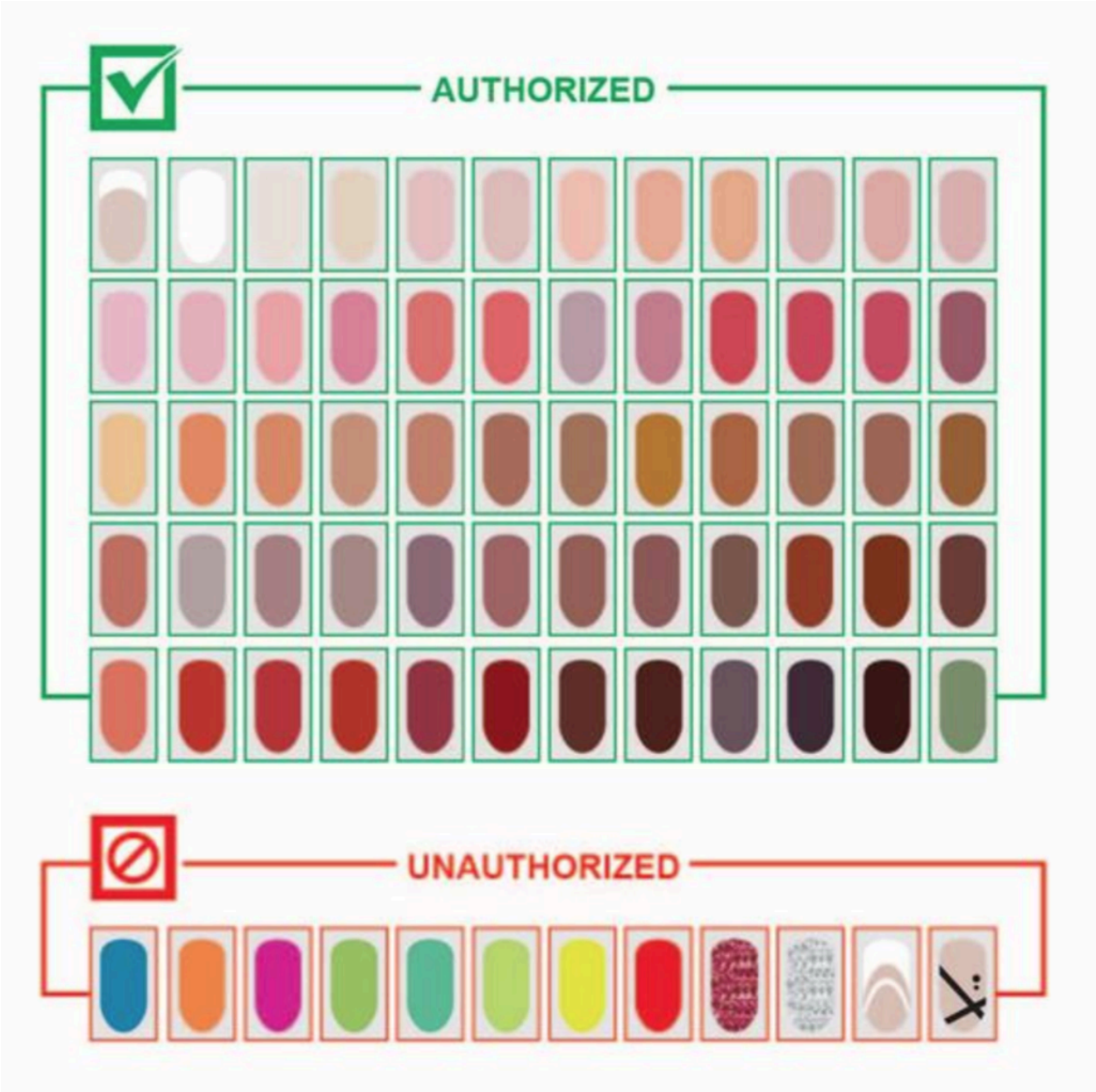
Jewelry:

1. Female cadets may wear one pair of small, conservative earrings while in uniform.
2. Only one earring per ear lobe is permitted, even if multiple piercings exist. Earrings must be worn in the lower earlobe only.
3. Earrings must match in style and fit snugly against the ear. They may not dangle or extend below the earlobe, except in the case of clip on earrings, where the connector may extend slightly below the lobe
4. No gauges, hoops, or decorative/colored earrings are permitted.

Nails:

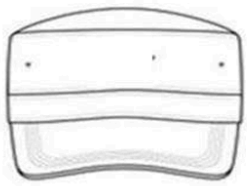
1. Fingernails must be clean, neatly trimmed, and must not exceed ¼ inch from the finger tip.
2. Nails may NOT interfere with cadet duties or detract from professional appearance.
3. Nail Polish is permitted but must be conservative, single-color, and complement the uniform
    a. Examples of permitted Colors: clear, nude, light pink, or other subtle tones
    b. Prohibited colors: bright, neon, bold, or extreme colors (such as black, blue, purple, green, glitter, sparkles, or designs).
4. Artificial nails are permitted, but must be traditional french tips and may not exceed ¼ inch from the fingertip.
5. Excessively long nails or exaggerated shapes (Stiletto, coffin, etc) are not permitted

Authorized Nail Colors

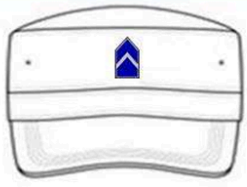


OCP Cap Regulations:

OCP/ABU PATROL CAP

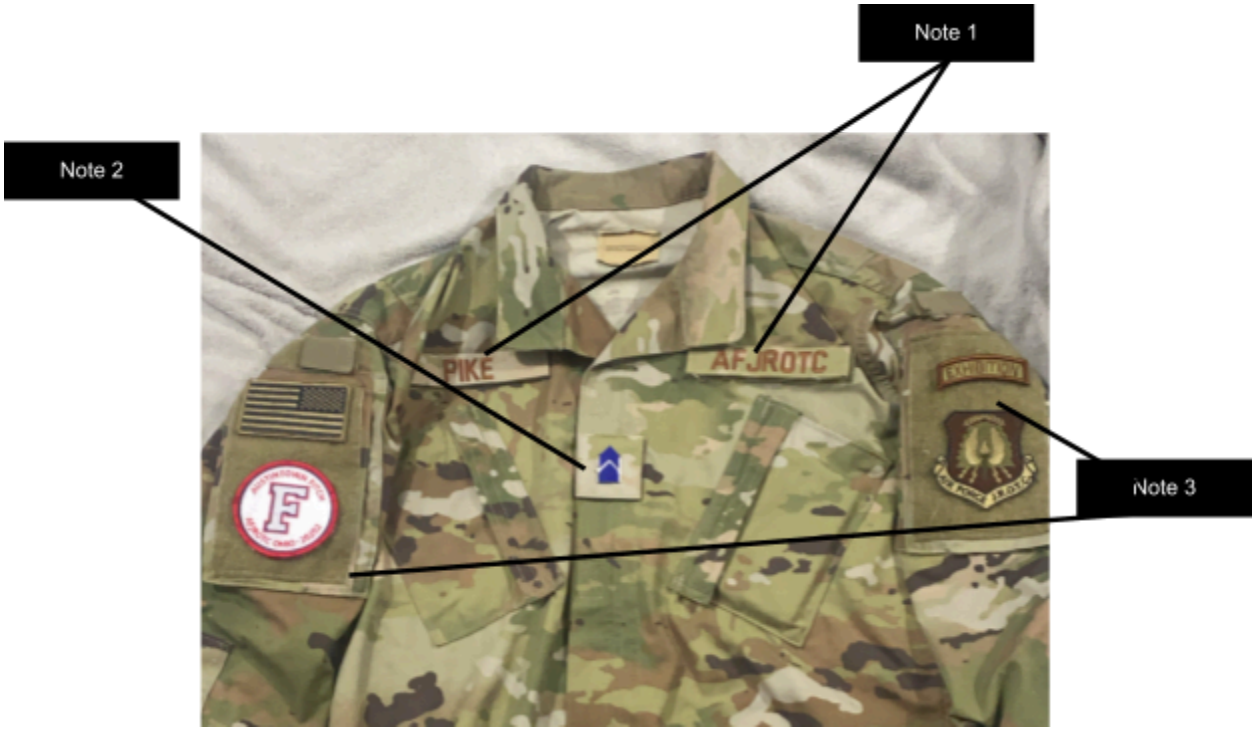


Enlisted cadets will not wear rank on the OCP/ABU cap



Officers will wear rank on the OCP/ABU cap, centered on the front of the cap left/right and up/down between the large panel's seams.

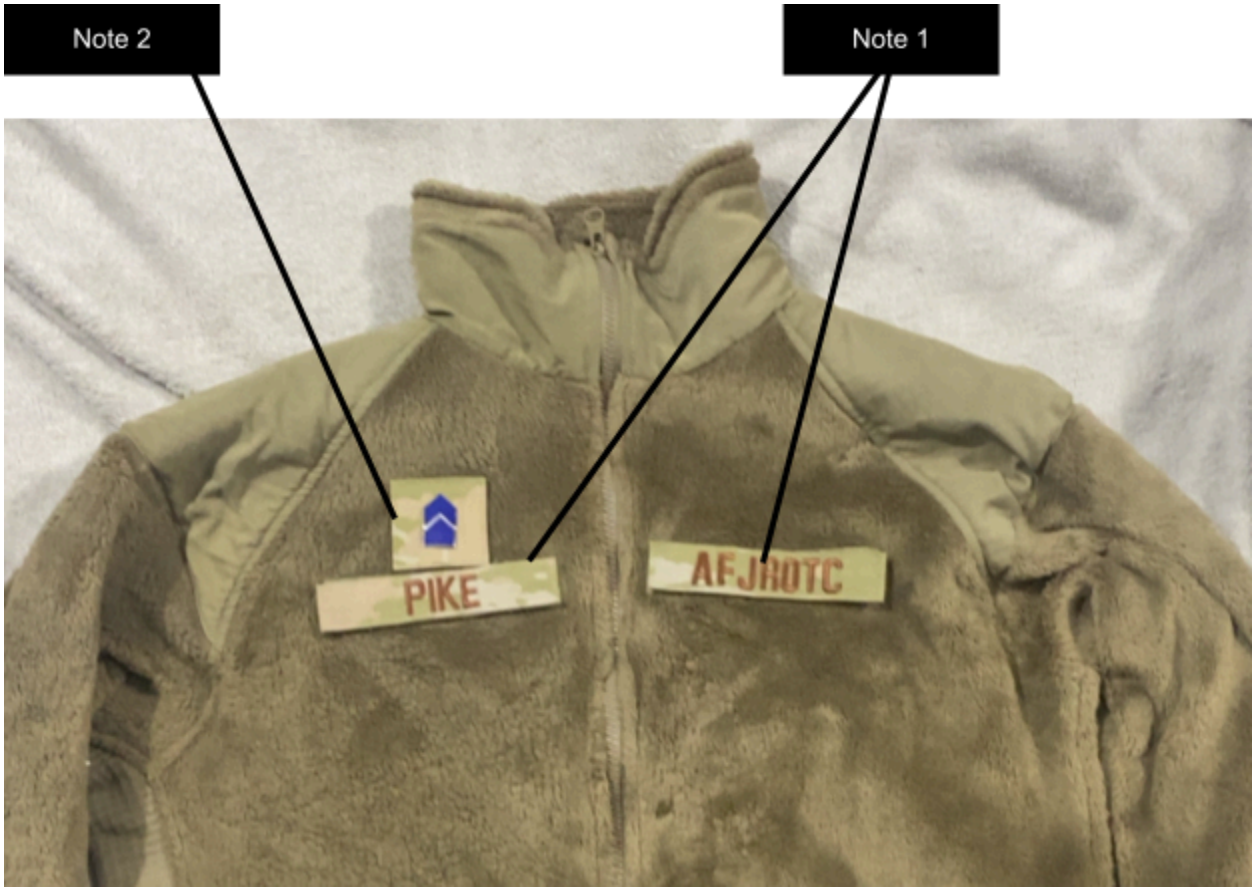
OCP Regulations



(Outdated Picture Regs are updated)

Note 1	Name tapes	Once Received, Name tapes are required to be worn during every uniform use. The AFJROTC name tape will go on the left side, the last name will go on the right side.
Note 2	Rank	The rank goes in the center hook/loop rank patch.
Note 3	Patches	A maximum of 3 patches are authorized to be worn, there are 2 mandatory patches you must wear in our unit. On the right side you must wear the unit patch, below the American flag with the flag's stars facing front. On the left side is the Air Force Junior ROTC patch. Additional patches for participation in special teams, Exhibition, Drill, Color Guard, may be worn on the left side above the JROTC patch.

OCP Regulations Cont.



Note 1	Name tapes	Once Received, Name tapes are required to be worn during every uniform use. The AFJROTC name tape will go on the left side, the last name will go on the right side.
Note 2	Rank	The rank is centered in the hook/loop patch above the name tape.

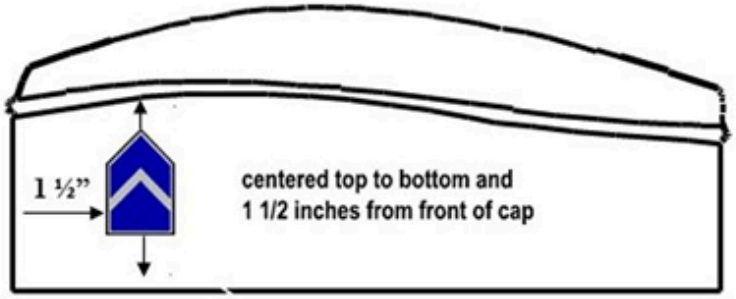
CADET MALE HEADGEAR

SERVICE CAP



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

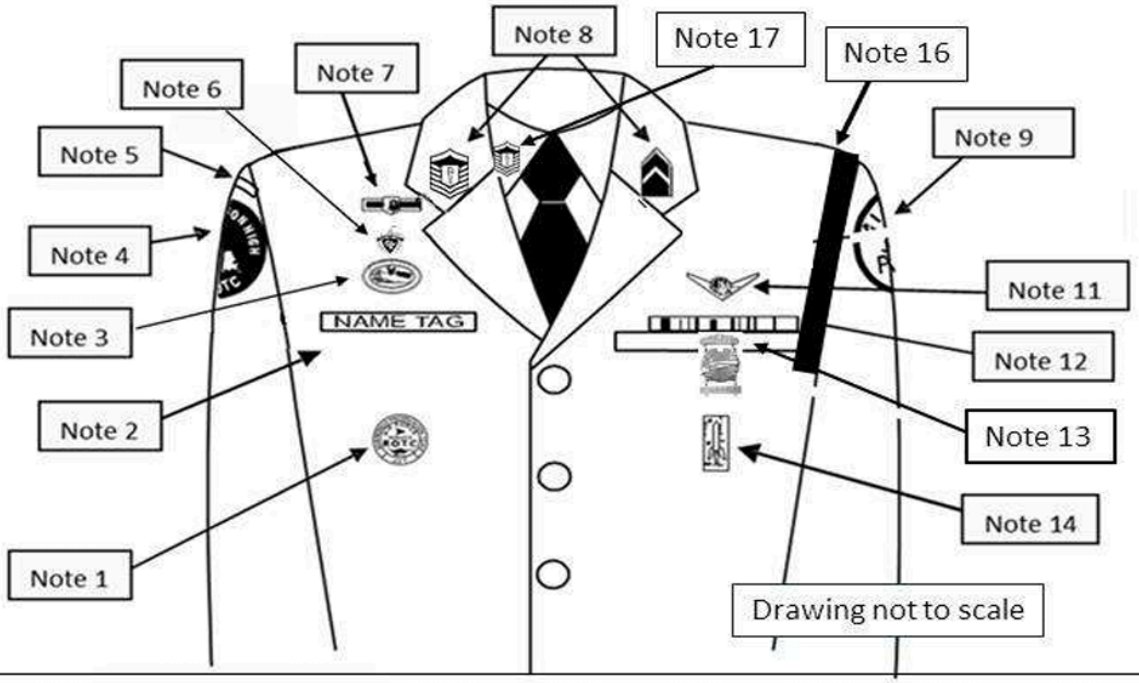
FLIGHT CAP*



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

Male Dress Blue Regulations

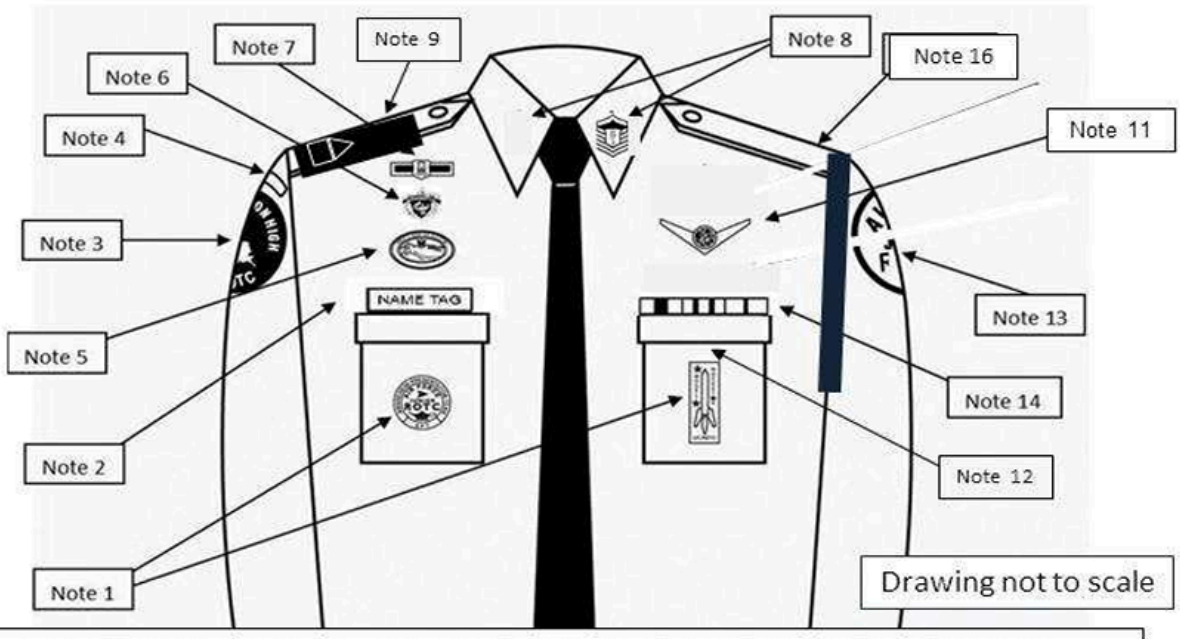
CADET MALE SERVICE DRESS



1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place ½ to inch below shoulder seam and centered.
5. Shoulder tab: Center between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
6. Aerospace Education Foundation (AEF) Badge. See Note 15 below.
7. Distinguished Cadet Badge. # 1 See Note 15 below.
8. Grade insignia (officer and enlisted) worn on both lapels, mandatory. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam.
10. Deleted.
11. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge.
12. Ribbons, mandatory. Centered and on (but not below) top 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 (may only wear one) positioned below and centered on lowest row of ribbons. **Marksmanship badges will not be worn with medals.**
14. Model Rocketry Badge. Worn 2 inches below the pocket.
15. Except marksmanship badge. Wear first badge placed ½ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge and lastly the CyberPatriot National Finalist Badge.
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.**

Male Dress Blue Regulations Cont.

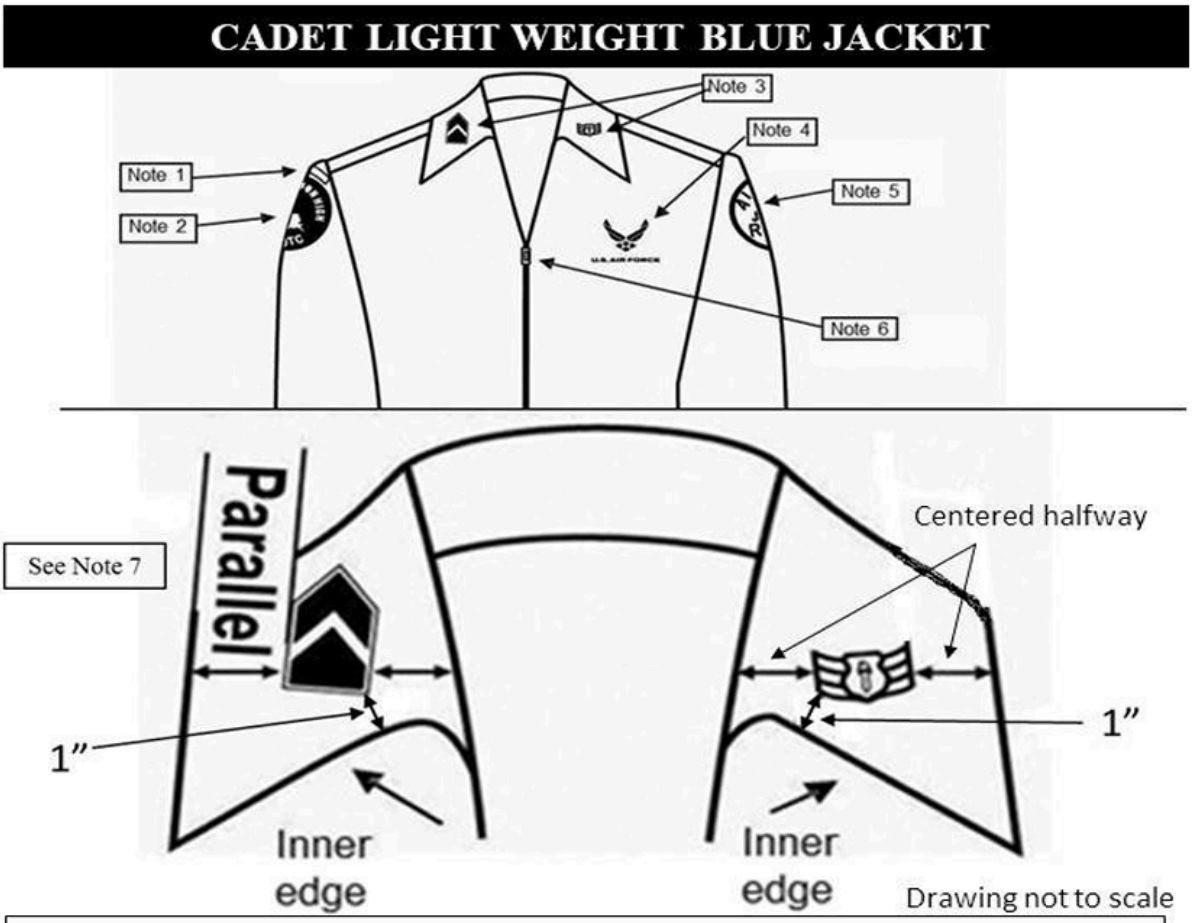
CADET MALE BLUE SHIRT



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 centered and grounded on (but not below) top seam of wearer's right pocket.
3. Unit patch. Centered ½ 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. Enlisted cadet grade insignia, mandatory, worn on both left and right collar, centered with bottom corners of emblem resting on the left and right white thread seams near tip of collar. Bottom point of torch points towards the point of the collar.
9. Cadet officers wear cloth rank on epaulets - place as close as possible to shoulder seam. (Use larger male epaulets only).
10. Deleted
11. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge.
12. Marksmanship Badge. May only wear one, positioned below and centered on lowest row of ribbons. **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. Ribbons are optional. Wear all, some or no ribbons earned. If worn, ribbons will be centered and on (but not below) top seam of pleated pocket on the wearers left.
15. Except marksmanship badges. First badge placed ½ inch above name tag or ribbons and is centered horizontally. Additional badges placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then AEF Badge, then Kitty Hawk Badge, and finally the CyberPatriot National Finalist Badge.
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 are not authorized for wear on this uniform.**

WEAR OF THE TIE IS MANDATORY WITH THE LONG SLEEVE SHIRT.
SHORT SLEEVE SHIRT WITH OR WITHOUT TIE IS CONFIGURED THE SAME.

Lightweight Jacket Regulations



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

CADET FEMALE HEADGEAR

SERVICE CAP

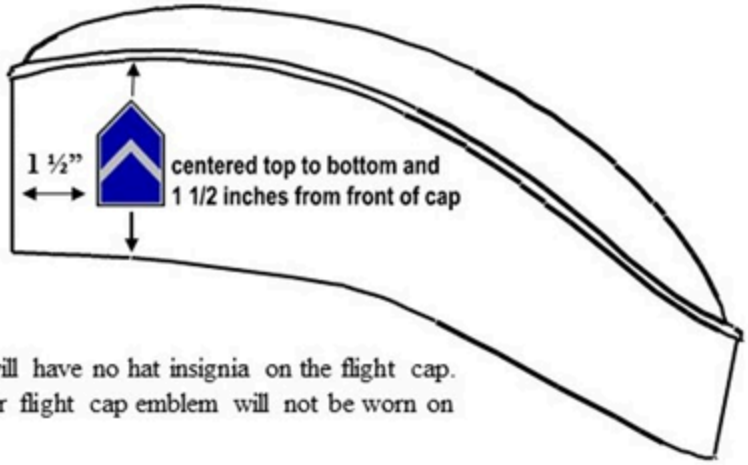
Solid Blue Color with no embroidery

Centered



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

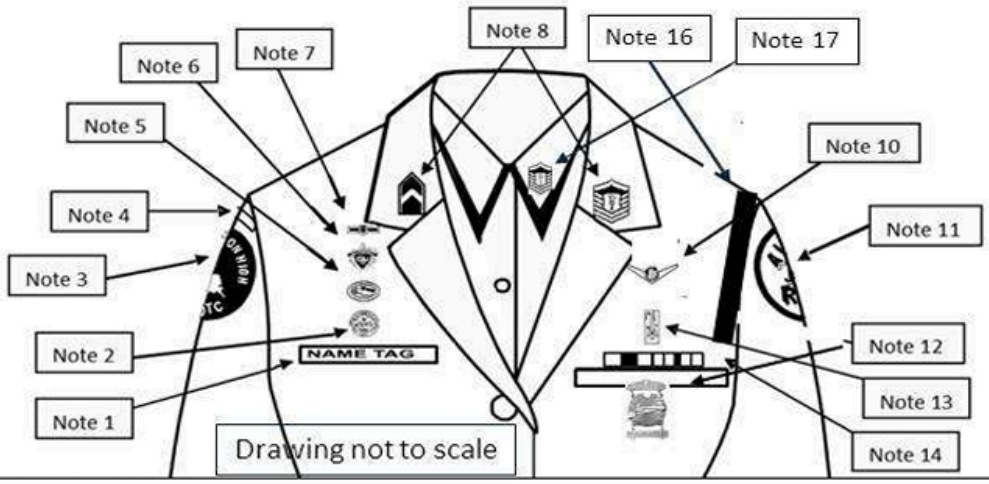
FLIGHT CAP*



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

Female Dress Blue Regulations

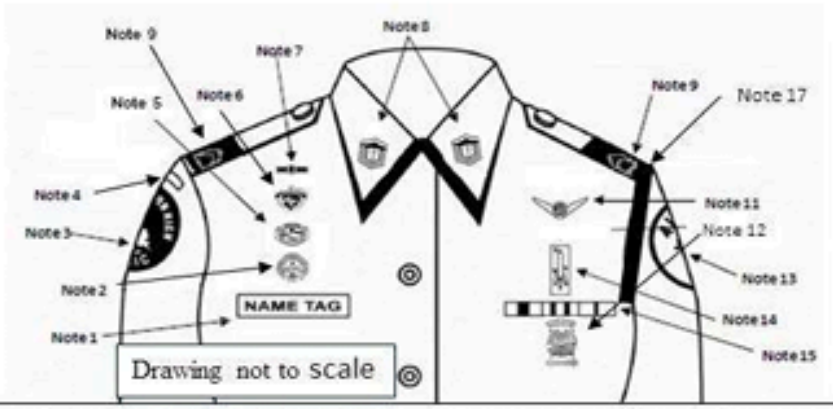
CADET FEMALE SERVICE DRESS



1. Silver Name tag, mandatory. Center on the wearer's right between the sleeve seam and lapel with bottom of the name tag parallel to and even with the lowest row of ribbons.
2. Awareness Presentation Team Badge. See Note 15 below.
3. Unit patch. Center ½ to 1 inch below shoulder seam
4. Shoulder tab: Center between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam
5. Kitty Hawk Badge. See Note 15 below.
6. Aerospace Education Foundation (AEF) Badge. See Note 15 below.
7. Distinguished Cadet Badge. See Note 15 below.
8. Grade insignia (officer and enlisted) worn on both lapels, mandatory. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. Deleted
10. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge.
11. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam.
12. Marksmanship Badge - Marksmanship competition awards/badges may be worn on the AFJROTC uniform (may only wear one) positioned below and centered on lowest row of ribbons. **Marksmanship badges will not be worn with medals.**
13. Model Rocketry Badge. See Note 15.
14. Ribbons, mandatory. Center ribbons resting on but not over edge of welt pocket. Wear 3 or 4 in a row. Wear all or some ribbons earned.
15. Except marksmanship badge, wear first badge placed ½ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Right side: 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. Left side: Flight Badge (one only), then the Model Rocketry Badge.
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.**

Female Dress Blue Regulations Cont.

CADET FEMALE BLUE SHIRT



1. Name Tag: Mandatory wear. Blue Plastic with white letters. Centered on right side between shoulder seam and facing of the shirt, 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. Enlisted cadet grade insignia, mandatory, worn on both left and right collar, centered with bottom corners of emblem resting on the left and right white thread seams near tip of collar. Bottom point of torch points towards the point of the collar.
9. Cadet officers wear cloth rank on epaulets - place as close as possible to shoulder seam. (Use smaller female epaulets only).
10. Deleted.
11. Cadets will only wear one of the following badges, Aviation Ground School/Unmanned Aircraft Badge, Flight Solo Badge and/or Flight Certificate Badge.
12. Marksmanship Badge. May only wear one, positioned below and centered on lowest row of ribbons. 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 between the shoulder seam and the facing of the shirt, 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 and centered over name tag or ribbons. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Right side: 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. Left side: Flight Badge (one only), then the Model Rocketry Badge.
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 are not authorized for wear on this uniform.**

WEAR OF THE TAB IS MANDATORY WITH THE LONG SLEEVE SHIRT.
SHORT SLEEVE SHIRT WITH OR WITHOUT TAB IS CONFIGURED THE SAME.

Chapter 5 - Rank and Position

Introduction to Rank Progression

When you first join AFJROTC, your starting rank will be Airman Basic. From there, you will have the opportunity to progress through two main categories of rank: Cadet Enlisted and Cadet Officer.

Cadet Enlisted Ranks

The Cadet Enlisted Ranks consist of nine levels, as seen in the rank chart below.

Cadet Officer Ranks

The Cadet Officer Ranks consist of six ranks, starting from Second Lieutenant (C/2nd Lt) and progressing up to Cadet Colonel (C/Col). Officer ranks are designated with the letter O rather than E.

Rank Chart

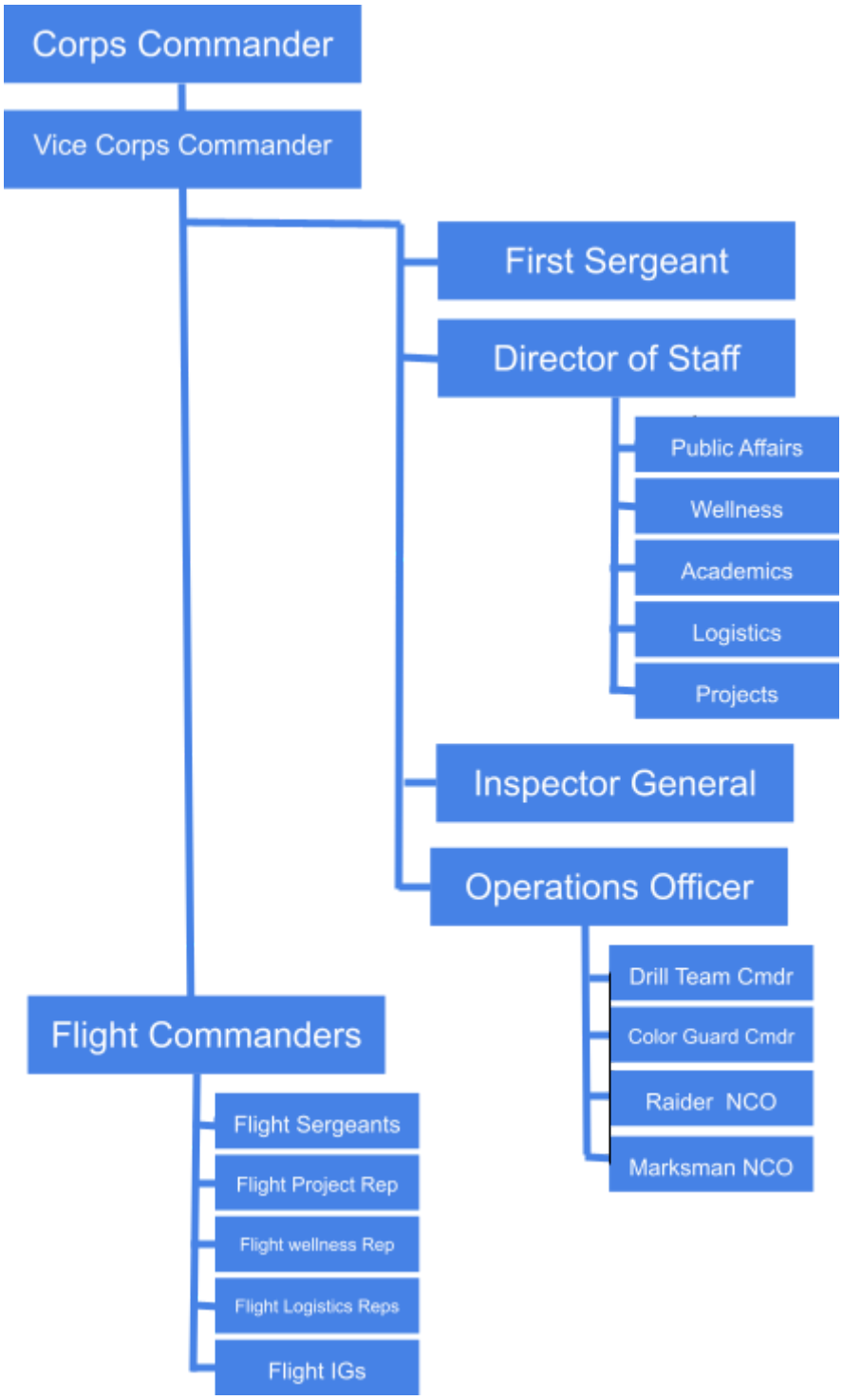
Cadet Enlisted

No Insignia								
Cadet/ Airman Basic (c/AB)	Cadet/ Airman (c/AB)	Cadet/ Airman 1st Class (c/A1C)	Cadet/ Senior Airman (c/SrA)	Cadet/ Staff Sergeant (c/SSgt)	Cadet/ Technical Sergeant (c/TSgt)	Cadet/ Master Sergeant (c/MSgt)	Cadet/ Senior Master Sergeant (c/SMSgt)	Cadet/ Chief Master Sergeant (c/CMSgt)

Cadet Officer

					
Cadet/ 2nd Lieutenant (c/2Lt)	Cadet/ 1st Lieutenant (c/1Lt)	Cadet/ Captain (c/Capt)	Cadet/ Major (c/Maj)	Cadet/ Lieutenant Colonel (c/LtCol)	Cadet/ Colonel (c/Col)

Staff Rank Guidelines



There are 5 MAIN staff positions and 12 total staff positions in the AFJROTC program, each is responsible for specific areas of the unit's operations. Each main position has sub-positions, with one

deputy assigned to assist the primary officer. The deputy helps manage tasks and ensures smooth operation within their respective staff area.

Staff Position Guidelines

Cadet Major - Colonel: Corps Commander

The Corps commander is the highest ranking cadet in the unit and is responsible for overseeing the appearance, discipline, training, efficiency, and conduct of the corps. The Commander delegates authority develops measurable goals, leads the staff in evaluating progress, assigns cadets to positions, and ensures the corps embodies Air Force Core Value. This cadet is the face of the corps, setting the tone for the entire unit.

Cadet Major - Lieutenant Colonel: Corps Vice Commander

The Corps Vice Commander is second in command and directly assists the corps commander in managing all unit operations. The Vice assumes command in the absence of the commander, organizes the staff, enforces discipline procedures, and ensures smooth daily operations.

Cadet Senior Master Sergeant - Chief Master Sergeant: First Sergeant

The First Sergeant is responsible for assisting in the training of new cadets, addressing enlisted cadet concerns, and serving as liaison with flight level personnel officers. The First Sergeant ensures accurate reporting, tracks trends in performance, and works closely with the Corps Commander on enlisted matter

Cadet Captain - Major: Director of Staff

The Director of Staff oversees operations in logistics, academics, wellness, projects, and public affairs. This officer also maintains the annual schedule of activities, and sends after event reports to the corps commander.

Cadet Captain - Major: Inspector General

The Inspector General is 3rd in command and is responsible for oversight of the inspection process, ensuring fairness, consistency, and standardization across the corps. The IG enforces grooming and uniform standards, and ensures cadets are held to the same expectations across all flights.

Cadet Captain - Cadet Major: Operations Officer

The Operations Officer leads and manages all competitive and ceremonial teams including Drill (Armed and Unarmed), Color Guard, Raider, and Marksmanship. This Officer ensures teams are properly trained, accountable at practices and events, and are prepared to represent the corps at the highest level.

Cadet 2 Lieutenant - Cadet Captain: Public Affairs Officer

The Public Affairs Officer Manages cadet personnel records, maintains accurate documentation, publishes meeting minutes, oversees media coverage of events, and ensures the corps media page is updated. This officer provides consistent communication across the corps.

Cadet 2 Lieutenant - Cadet Captain: Wellness Officer

The Wellness Officer plans and implements the corps physical training program, wellness activities, and fitness assessments. This officer organizes PT schedules, develops contingency plans for bad weather, trains wellness representatives, and records all fitness information in headquarters systems.

Cadet 2 Lieutenant - Cadet Captain: Academics Officer

The Academics Officer tracks and supports cadet academic progress, develops recognition programs for achievement, and organizes academic competitions such as the Academic Bowl. This officer implements systems for tutoring, monitoring performance, and ensuring cadet success in academics.

Cadet 2 Lieutenant - Cadet Captain: Logistics officer

The Logistics Officer maintains accountability of uniforms, supplies, and equipment. This officer manages issue and turn-in procedures, keeps inventory records updated, ensures cleanliness of AFJROTC spaces, and trains flight logistics representatives to support daily operations.

Cadet 2 Lieutenant - Cadet Captain: Projects Officer

The Projects Officer is responsible for planning and executing corps-wide events, field trips, and extracurricular activities. This officer ensures detailed lists of events are submitted on time, and manages the smooth execution of all corps activities outside of routine training.

Promotion / Demotion Guidelines

Frequency of Promotions:
There will be one promotion ceremony each quarter. Special promotions may be made at any time to recognize merit and to fill an organizational need of the cadet corps. These promotions are made on a best-qualified basis, by recommendation of the corps commander and approval of the SASI and ASI

Reduction in Cadet Rank--Cadet demotions are decided on a case by case basis by the SASI and ASI when an issue is brought to their attention.

Cadet Rank-- Cadet grades/ranks are not to be confused with, or used interchangeably with USAF rank. The word cadet will be a part of any written or verbal reference to a specific cadet rank. There are no Lieutenant Colonels or Chief Master Sergeants in the cadet corps - only Cadet Colonels and Cadet Chief Master Sergeants, etc.

Eligibility:

Cadets who have demonstrated a **potential for increased responsibility and professionalism** may be selected periodically for promotion.

Promotion eligibility is based on academic grades, attitude, uniform wear, community service, extra-curricular activities, and MOST IMPORTANTLY, cadets must show potential to serve in the higher grade.

Third and Fourth year cadets will be selected for officer/staff positions. Exceptions may be made when the qualified third or fourth year cadets are not available to fill such positions in the corps, or a first or second year cadet demonstrates exceptional potential for greater responsibility.

Chapter 6 - Customs and Courtesies in AFJROTC **Part 1**

Titles of Address--Civilians are addressed by the titles Sir or Ma'am. Military persons, including instructors, will always be addressed by their rank and last name.

Saluting--The salute, in its various forms, is a courteous exchange of greeting and is recognized as a military courtesy throughout the world. The military considers the salute to be a courteous and respectful greeting among its members. You will be taught the proper manner of saluting and the rules governing its use among the military services. You must become thoroughly familiar with these procedures. Salutes are not required indoors, except for formal reporting, training, and those areas designated for saluting by the SASI/ASI. Cadets not in uniform may salute as if in uniform although it is not required.

- **When to Salute--**Active duty, Retired officers, and Cadet officers will be saluted outdoors in uniform on and off campus.
- The hand salute will be rendered outside in uniform during the raising or lowering of the US flag, the playing of the National Anthem, and the playing of TAPS.
- **Pledge of allegiance:** When in uniform, cadets will stand at the position of attention facing the flag. When out of uniform, cadets will stand at the position of attention with their right hand over their heart, facing the flag.

Customs and Courtesies in AFJROTC

Part 2

Hazing/Bullying/Overall Courtesies

Cadets are expected to be courteous and conduct themselves with honor at all times. This will reflect honor upon themselves, their families, their corps,their school, their community, their nation, and the United States Air Force.

- Cadets will NOT conduct any form of hazing or bullying at any time!
- Cadets will not use abusive, vulgar, obscene, or profane language.
- Cadets will not harass *anyone* with insulting, inflammatory, insinuating, or defaming remarks or obscene gestures.
- Cadets will not indulge in horseplay such as hitting, slapping, sparring, or wrestling.
- Cadets will not indulge in any form of PDA whilst within the confines of the AFJROTC area, on any AFJROTC trip, or anywhere while in uniform.
- Cadets are expected to maintain high standards of conduct and behavior.

Chapter 7 - Unit Specific Goals

Unit Goals (Headquarters):

Cadet Goals:

- **Goal #1**: Cadets will strive to pass the physical fitness test at the end of the year with greater than 50% of the cadets actually passing the test
  - Measurement: Cadets will conduct training sessions weekly developing both the strength and endurance to pass the test. Cadets will also conduct two practice tests, one in the fall and one in the spring to monitor progress

- **Goal #2**: Cadets, as a corps, will achieve an overall grade-point average (GPA) of 2.75.
  - Measurement: Interim and quarterly grades will be monitored to track progress.

- **Goal #3**: Cadets, as a corps, will pass weekly uniform inspections, with an average score of 95%.
  - Measurement: Weekly scores will be tallied and tracked to monitor progress toward the goal.

School Goals:

- **Goal #1**: Cadets will conduct outreach programs to reach 8th grade students and other high school students as potential recruits.
  - Measurement: Cadets will develop and post recruiting fliers, will work with the media department to create videos for the website, and will make semi-routine visits to the middle school to discuss the program with potential cadets.

- **Goal #2**: Cadets will conduct at least two Curriculum in Action (CIA) trips per school year.
  - Measurement: Cadets will seek out opportunities to visit different federal, state, or local units to learn how they function, at least one per semester.

- **Goal #3**: Cadets will team up with other ROTC or JROTC units for color guard or parade or other event participation.
  - Measurement: Establish and cultivate a working relationship with Youngstown State University Army ROTC, Kent State Air Force ROTC, and other JROTC units in the area. Special events and even competitions can be developed with these relationships.

Unit Specific Goals Cont.

Community Service Goals

- **Goal #1**: Participate in at least two parades or special events honoring others outside of the high school, for example 9/11 Responders, Veterans, First Responders.
    - Measurement: Cadets will participate in at least one parade this school year, at least two special events honoring veterans, and any other event.

- **Goal #2**: Cadets will volunteer in at least five special work functions, community events, or community service activities representing the corps and its community interest.
    - Measurement: Cadets have helped construct a deck at a local park, and cleaned up at the local 9/11 Memorial already, a Veterans Day special event is in process, and other events are available and will be worked as they become available.

OH-20202 Objectives:

- Educate and train high school cadets in citizenship.
- Promote community service.
- Instill responsibility, character, and self-discipline.
- And provide instruction in the fundamentals of air and space science.
- Instill in students the value of service to the United States
- Equip cadets for life after high school regardless of direction

Special Trips Requirements:

- In order to participate in special trips, the cadet must be in good attendance, have no grades below a C average, fill out any paperwork required on time, have no recent disciplinary actions, and meet all Austintown Fitch High School handbook requirements.
- In the event of space limitations, cadets will be chosen based on the credentials listed above as well as community service hours and participation in other corps events.

Electronics Policy:

- Cell phones will not normally be used in class, the exception being when used in place of the cadet's Chromebook.
- Abuse of cell phones during class will lead to all phones being placed into the "phone jail" upon entering the classroom.

Chapter 8 - Forms

Form 1: Cadet Staff Application

1. Cadet Staff positions are available to qualified third and fourth year cadets. The Cadet Staff positions were described on pages 33-35 of the handbook. Selections for staff positions will be based on professionalism, commitment, leadership experience, and potential.

2. Accepting a role on the cadet staff will require you to do work outside of your normal cadet responsibilities and sacrifice some of your personal time. Only apply if you believe that you are able to comply with these requirements.

3. Each corps staff position comes with a tremendous amount of responsibility. If you are selected for a staff position and do not demonstrate the responsibility required, your position may be revoked. Additional disciplinary actions, such as demotion of rank may apply.

4. Applications must be filled out with the required information as accurately and completely as possible. Applications will be submitted through your flight commander to the appropriate staff officer.

---------- Please Print Clearly ----------

CADET RANK AND NAME: _____

GRADE: _____

FLIGHT: _____

TOTAL YEARS IN AFJROTC: 1 2 3 4 (Circle one)

STAFF POSITION APPLYING FOR: _____

QUALIFICATIONS (What makes you the best cadet for this position):

_____

_____

_____

_____

_____

_____

PRIOR POSITIONS HELD (if applicable):

_____

_____

_____

_____

UNIFORM COST

All fees of non returned Items go on cadets school fees, Leave unissued items / not needed returned items blank,

Item Description	*Size*	*Issue Date*	*Replacement Cost*	*Initials*	*Returned ?*
Mens - Service Coat			*112.13*		*Y / N*
Mens - Jacket, Lightweight			*90.51*		*Y / N*
Mens - Trousers			*47.42*		*Y / N*
Mens - Shirt, SS			*14.87*		*Y / N*
Mens - Shoes			*49.77*		*Y / N*
Mens -Flight Cap			*10.92*		*Y / N*
Mens - Neck Tie			*5.87*		
					Y / N
Female - Service Coat			*100.29*		*Y / N*
Female - Jacket, Lightweight			*85.64*		*Y / N*
Female - Trousers			*45.39*		*Y / N*
Female - Skirt			*N/A*		*Y / N*
Female - Shoes			*47.12*		*Y / N*
Female - Pumps			*N/A*		*Y / N*
Female - Flight Cap			*9.09*		*Y / N*
Female - Neck Tab			*8.22*		*Y / N*
					Y / N
OCP Top			*N/A*		*Y / N*
OCP Undershirt			*N/A*		*Y / N*
OCP Trousers			*N/A*		*Y / N*
OCP Boots			*N/A*		*Y / N*
OCP Cover			*N/A*		*Y / N*
OCP Belt			*N/A*		*Y / N*
					Y / N
Belt/Buckle - Blues			*7.59*		*Y / N*
White Undershirt			*3.17*		*Y / N*
PT Uniform (Shirt + Shorts)			*20.65*		*Y / N*
PT Uniform (Sweats + Pants)			*16.83*		*Y / N*

UNIFORM COST (Special Items)

ALL SPECIAL ITEMS MUST BE RETURNED ONCE THE EVENT / WEEKEND IS OVER

Item Description	*Size*	*Issue Date*	*Replacement Cost*	*Initials*	*Returned ?*
Service Cap - Officer			*N/A*		*Y / N*
Service Cap - Colorguard			*N/A*		*Y / N*
					Y / N
Service Coat - Silver			*N/A*		*Y / N*
Trousers - Silver			*N/A*		*Y / N*
					Y / N
Shoes - Ceremonial			*N/A*		
White Gloves			*N/A*		*Y / N*
					Y / N
Drill Rifle			*N/A*		*Y / N*
Drill Saber			*N/A*		*Y / N*
					Y / N
Saber Chain			*N/A*		*Y / N*
Saber Guard			*N/A*		*Y / N*
					Y / N
ASCOT			*N/A*		*Y / N*

add $10 alteration expense per item

Acknowledgment Form

Cadet Acknowledgment:

I acknowledge receipt of the clothing and equipment listed above for which I have initialed and hold myself responsible. I understand that the clothing and equipment are the property of the U.S. Government, and that they are to be returned as directed to the Air Force upon completion of or disenrollment from the AFJROTC course.

Date:_____
Cadet's Signature:_____

Parent/Guardian Acknowledgment: I understand the items are U.S. Government property, and that they are to be returned as requested to the Air Force. I voluntarily agree to reimburse the U.S. Government for the value of any such items which may be lost or mutilated through misconduct or carelessness. I understand the replacement cost for issued items change, and I will agree to pay the new replacement cost on lost or mutilated items. I agree that the uniform will be return specifically to the AFJROTC instructors with the specified items with an "*" on this receipt will be professionally dry cleaned. If not, a $35.00 cleaning fee will be assessed and placed against my child's school student account.

I accept full responsibility for all issued items. _____ ***parent/guardian initials.***

I will ensure the light blue uniform shirt is washed after each use. _____ ***parent/guardian initials.***

I will professionally dry clean/turn-in the entire uniform by _____. ____ ***parent/guardian initials***

I will pay a $35 fee if all uniform items are not dry cleaned. _____ ***parent/guardian initials.***

I will pay for any uniform item that is lost or damaged/stained/torn. _____ ***parent/guardian initials.***

Date:_____ ***Parent/Guardian Signature:_____***

Items issued by AFJROTC ***SASI/ASI Initials: _____ Date: _____***

Items return to AFJROTC ***SASI/ASI Initials: _____ Date: _____***

Chapter 9 - Ribbons and Badges



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.

7.7.1 Gold Valor Award. Awards consist of a medal, ribbon, and certificate.



The Gold Valor Award recognizes the most outstanding voluntary acts of self-sacrifice and personal bravery by a cadet involving conspicuous risk of life above and beyond the call of duty. Forward recommendations for valor awards through the jrotc.jrs.support@au.af.edu mailbox or douglas.davenport@us.af.mil (HQ-Ops Support) for review and processing within 6 months of the incident. Include a detailed description of the situation, newspaper clippings (if available), statements by victims and observers, and any other information deemed appropriate to validate eligibility. In addition, submit a proposed citation to accompany the award. HQ-Ops Support will forward the valor award to the Director, HQ AFJROTC for final approval. Upon approval, HQ-Ops Support will distribute the citation, medal, and ribbon for presentation. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded. **Medals will not be worn on regular uniform days or during any type of competition.**

7.7.2 Silver Valor Award. Awards consist of a medal, ribbon, and certificate.



The Silver Valor Award is awarded to a cadet for a voluntary act of heroism which does not meet the risk-of-life requirements of the Gold Valor Award. Forward recommendations for valor awards to the jrotc.jrs.support@au.af.edu mailbox or douglas.davenport@us.af.mil (HQ-Ops Support) for review and processing within 6 months of the incident. Include a detailed description of the situation, newspaper clippings (if available), statements by victims and observers, and any other information deemed appropriate to validate eligibility. In addition, submit a proposed citation to accompany the award. HQ-Ops Support will forward the valor award to the Director, HQ AFJROTC for final approval. Upon approval, HQ-Ops Support will distribute the citation, medal, and ribbon for presentation. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded. **Medals will not be worn on regular uniform days or during any type of competition.**

7.7.3 Cadet Humanitarian Award. Award consists of a ribbon and certificate. It



is intended to recognize cadets who provide aid in response to a singular extraordinary event such as a natural disaster or other catastrophe that has placed or has the potential to place a hardship on their fellow citizens. This award is not to be used to recognize day-to-day service in the community. Forward recommendations for this award to the jrotc.jrs.support@au.af.edu mailbox or douglas.davenport@us.af.mil (HQ-Ops Support) for review and processing within 6 months of the incident. Include a detailed description of the situation, newspaper clippings (if available), statements by victims and observers, and any other information deemed appropriate to validate eligibility. In addition, submit a proposed citation to accompany the award. HQ-Ops Support will forward the award to the Director, HQ AFJROTC for final approval. Upon approval, HQ-Ops Support will distribute the citation, medal, and ribbon for presentation. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded. **Medals will not be worn on regular uniform days or during any type of competition.**

7.7.4. 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. "Countable" hours must be logged into WINGS and be accomplished IAW published guidance in AFJROTCI 36-2010. Countable hours will be the period from 11 April (previous year) to 10 Apr (current year). HQ will use the last PSR cadet enrollment and the hours submitted in WINGS for that period to calculate the Top 5% units and notify the units earning the Award. Instructors at the Top 5% units will determine which of their cadets have contributed to the unit earning the new award. Ribbon must be purchased from a vendor using MILPER funds. For each additional award earned an additional large silver star will be awarded.

7.7.5. 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. Forward recommendations for Community Service with Excellence Award to the jrotc.jrs.support@au.af.edu mailbox for review and approval within 6 months of completion of the project. Include a detailed description of the contributions of the individual(s) along with newspaper clippings (if available) describing the outcome of the project, letters of appreciation from civic leaders, or other information deemed appropriate to validate eligibility. Ribbon must be purchased

from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

National-level Awards

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. **Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, CyberPatriot, Academic Bowl, etc.**

7.7.6. <u>Air Force Association (AFA) Award.</u> Cadets may only receive this award once. This AFA-sponsored award 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. **Medals will not be worn on regular uniform days or during any type of competition.**



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

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

7.7.7. <u>Daedalian Award.</u> 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. **Medals will not be worn on regular uniform days or during any type of competition.**



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

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

7.7.7.2. The SASI selects the recipient and requests the award from the nearest Daedalian Flight. A minimum of 90 days' notice is required to allow the local chapter to obtain the award from their national headquarters and to schedule a Daedalian Flight presenter for the award. See Attachment 7- 17 for list of award points of contact.

7.7.8. <u>Daughters of the American Revolution (DAR) Award.</u> 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.**



7.7.8.1. 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:

- Rank in the top 25% of their AFJROTC or SFJROTC class.
- Rank in the top 25% of their high school class.
- Demonstrate qualities of dependability and good character.
- Demonstrate adherence to military discipline.
- Possess leadership ability and a fundamental and patriotic understanding of the importance of JROTC training.

7.7.8.2. The SASI and principal select the recipient and must request the award and a presenter not later than 1 March. The award devices and presenter can be requested from the nearest DAR chapter. See Attachment 7-17 for list of award points of contact.

7.7.9. <u>American Legion Scholastic Award.</u> 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.**



7.7.9.1. 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:

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

- Rank in the top 25% of their AFJROTC or SFJROTC class.
- Demonstrate leadership qualities.
- Actively participate in student activities.

7.7.9.2. The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award not later than 15 April. The award devices and presenter can be requested from the nearest American Legion Post. If there is no local post, contact the American Legion Headquarters. See Attachment 7-17 for list of award points of contact.

7.7.10. <u>American Legion General Military Excellence Award.</u> 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.**



7.7.10.1. 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:

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

7.7.10.2. The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award not later than 15 April. The award devices and presenter can be requested from the nearest American Legion Post. If there is no local post, contact the American Legion Headquarters. See Attachment 7-17 for list of award points of contact.

7.7.11. <u>Reserve Organization of American (ROA) Award.</u> 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.**



7.7.11.1. 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:

- Be in the top 10% in the AFJROTC or SFJROTC program.
- Be in the top 25% in academic grades.
- 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.

7.7.11.2. The SASI with the ASI, selects the recipient of the award. The local ROA chapter contacts each SASI before 15 January and furnishes the name of the ROA representative for presentation purposes. If no contact is made by 15 January, the SASI must communicate directly with the National Headquarters of the Reserve Organization of American. See Attachment 7-17 for list of award points of contact.

7.7.12. Military Officers Association of America (MOAA) Award. Cadets



may only receive this award once. This award, formerly known as The Retired Officers Association Award. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

7.7.12.1. 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:

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

7.7.12.2. The SASI selects the recipient subject to the final approval of the sponsoring MOAA chapter. The SASI requests the award devices from the nearest MOAA chapter. A MOAA representative will make the award presentation. If a MOAA chapter is not available in the area, the SASI sends the request to the MOAA headquarters.

7.7.13. <u>Veterans of Foreign Wars (VFW) Award.</u> 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.**

7.7.13.1. 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:

- Positive attitude toward the AFJROTC or SFJROTC program.
- Must be enrolled as a 10th-12th grade AFJROTC or SFJROTC student.

- Must maintain a "B" average in AFJROTC or SFJROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester.
- Active in at least one other student extracurricular activity (music, athletics, government, etc.).
- Not a previous recipient of this award.

7.7.13.2. The SASI selects the recipient subject to the final approval of the sponsoring VFW chapter. The SASI requests the award from the nearest local post in February for presentation in April or May. A VFW representative will present the award at an appropriate ceremony. If no local post is available, or if the local post does not offer the award, obtain information by contacting the headquarters of the Veterans of Foreign Wars of the United States.

7.7.14. <u>National Society United States Daughters 1812 Award.</u> 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.**



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

7.7.15. <u>National Sojourners Award.</u> 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.**



7.7.15.1. 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:

- Be in the top 25% of their academic class.
- Encourage and demonstrate ideals of Americanism.
- Demonstrate potential for outstanding leadership.
- Not a previous recipient of this award.

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

7.7.16. <u>Scottish Rite, Southern Jurisdiction Award.</u> 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.**



7.7.16.1. 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:

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

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

7.7.17. <u>Military Order of the Purple Heart Award.</u> 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.**



7.7.17.1. 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:

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

7.7.17.2. The SASI selects the recipient and requests the award from the nearest Military Order of the Purple Heart unit in February for presentation in April or May. A representative of the Military Order of the Purple Heart will make the presentation at an appropriate ceremony. If no local unit is available, or if the

local unit does not offer the award, obtain information by contacting the national headquarters of the Military Order of the Purple Heart.

7.7.18. <u>Sons of the American Revolution (SAR) Award.</u> 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.**



7.7.18.1. 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:

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

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

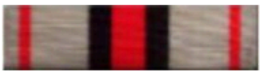
7.7.19. Military Order of World Wars Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.** (*Ribbon change from MOWW, units may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



7.7.19.1. 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.

7.7.19.2. The SASI, with the concurrence of the principal, selects the recipient and completes the Military Order of the World Wars (MOWW) citation by summarizing the cadet's outstanding accomplishments or service to the unit. The citation and request for the medal, certificate, and ribbon are sent to the nearest local chapter of the MOWW. The SASI will make arrangements for a MOWW representative to make the presentation at an appropriate ceremony. If a local chapter is unavailable, contact the MOWW National Headquarters. If a member is not available, any active, reserve, or retired commissioned officer may present the award.

7.7.20. <u>American Veterans (AMVETS) Award.</u> 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.**



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

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

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

7.7.21. <u>Air Force Sergeants Association (AFSA) Award.</u> 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.



7.7.21.1. 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:

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

7.7.21.2. The SASI, as chairperson, with the ASI, recommends the recipient of the award at least 60 days prior to the desired presentation date, but not later than

15 April. The SASI requests the award and an AFSA presenter from the nearest AFSA chapter. If information on the nearest chapter is not available, or if there is no active AFSA chapter in the area, the SASI will contact the AFSA international headquarters; (please send an email to AFSA HQ at bhill@hqafsa.org) to obtain the name and address of the division president whose area of responsibility is nearest the requesting school.

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



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

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

7.7.22.2. The SASI and ASI will select the recipients. The Tuskegee Airmen (TAI), Inc., Cadet Award ribbon is mailed to every AFJROTC and SFJROTC unit from NC-20022, Julius L. Chambers High School. AFJROTC and SFJROTC units do not need to contact this unit to receive their allotted two ribbons per year. AFJROTC and SFJROTC units requesting replacement ribbons must send a check for $2.00 to cover the cost of mailing up to two ribbons. The Tuskegee Airmen, Inc., Cadet Award certificate is posted in WINGS | Published Files | Directory |JROTC | Certificates. The TAI AFJROTC and SFJROTC Cadet Award certificate, as well as other important certificates, are posted in the folder.

7.7.23. The Retired Enlisted Association (TREA) Award. Cadets may only receive this award once. Awarded annually, at the SASI's discretion, for exceptional leadership to the most outstanding AFJROTC 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. **Medals will not be worn on regular uniform days or during any type of competition.**



7.7.24. The Celebrate Freedom Foundation (CFF) Award for Excellence in Academic Programs. Cadets may only receive this award once. The awards program recognizes 9th, 10th, 11th and 12th grade students (including home-schooled students) enrolled in AFJROTC and SFJROTC programs. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn**



on regular uniform days or during any type of competition.

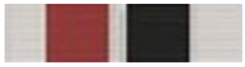
7.7.24.1. SASI may go online at www.gocff.org/jrotc to nominate cadets for this award. Cadets must demonstrate the following personal characteristics to be eligible for nomination:

- Outstanding personal appearance (uniform and grooming).
- Display personal attributes such as initiative, judgment and self-confidence.
- Courteous demeanor (promptness, obedience and respect for customs).
- Growth potential (capacity for responsibility, high productivity and adaptability to change).
- Possess the highest personal and ethical standards and strong positive convictions.
- Show the potential and desire to pursue a military career.
- Rank in the top 5% of his/her AS class with a grade average of A or numerical equivalent.
- Rank in the top 15 % of his/her academic class.
- Demonstrates a positive attitude (toward AFJROTC and SFJROTC and school).

7.7.25. Air Commando Association Award. Cadets may only receive this award once. Awarded annually at the SASI's discretion for completing a one-page essay based on a historical AF Special Operations Mission possessing the 13 critical attributes of success: integrity, self-motivation, intelligence, self-discipline, perseverance, adaptability, maturity, judgment, selflessness, leadership, skilled, physical fitness, and family strength. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**



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



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



awarded.

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



7.7.29. Outstanding Flight Ribbon. Is a ribbon awarded each academic term to members of the outstanding flight under criteria determined by the SASI. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.30. Top Performer Award. The award consists of a ribbon and certificate presented/awarded only by Headquarters, AFJROTC personnel. This award is only presented during a visit by HQ AFJROTC personnel. The award is presented to a maximum of 2% of the current unit cadet corps population (Unduplicated headcount). Once awarded, the ribbon may be worn for the duration of a cadet's tenure in AFJROTC or SFJROTC. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



7.7.30.1. 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.

7.7.31. Outstanding Cadet Ribbon. Is a ribbon awarded annually to the outstanding first-year, second-year, third-year, and fourth-year cadets. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic an



7.7.31.1. Outstanding Cadet Ribbon with silver star. Cadets chosen as State, Pacific and European "AFJROTC/SFJROTC 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.

7.7.32. 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. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

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

7.7.34. 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. 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.

7.7.35. 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. 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

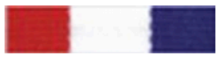
7.7.36. Cadet Leadership Course (CLC) Ribbon. Is a ribbon awarded for completion of an approved leadership school program of at least 5 days in duration.  For each additional CLC completion an additional bronze star will be awarded. Silver Star will be awarded for outstanding performance or leadership ability at a CLC instead of the Bronze Star. Limit the Silver Star to 10% of the class. Exception: If a cadet has previously earned the CLC Ribbon or earns it in the future, that cadet will wear only one ribbon; that would be the CLC Ribbon with silver star, since that award is of higher precedence. Criteria for this award will be published in the unit's

Cadet Guide.

7.7.37. <u>Special Teams Placement Ribbon.</u> 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. 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.



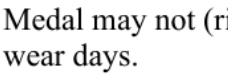
7.7.38. <u>All-Service National Competition Award.</u> Is a medal/ribbon awarded to team members who competed at a Joint/All Service national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MILPER funds. Medal may not (ribbon may) be worn during competitions and regular uniform wear days.



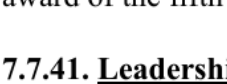
7.7.39. <u>Air Force Nationals Competition Award.</u> Is a medal/ribbon awarded to team members who competed at an Air Force only national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MILPER funds. Medal may not (ribbon may) be worn during competitions and regular uniform wear days.



7.7.40. <u>Orienteering Ribbon.</u> Is a ribbon awarded to team members for completing a unit-specific Orienteering program as part of unit curriculum. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.41. <u>Leadership Development Requirement (LDR) Leadership Ribbon.</u> 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.). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon



earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.42. Drill Team Ribbon. Is a ribbon awarded to cadets who participated on the drill team for an entire year/drill season and must have competed in at least 3 drill performance events, i.e., competitions, special school events, community demonstrations (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.43. Color Guard Ribbon. Is a ribbon awarded to cadets who perform at least 5 color guard performance events (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.44. Saber Team Ribbon. Is a ribbon awarded to cadets who perform at least 3 saber team performance events (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.45. Marksmanship Team Ribbon. Is a ribbon awarded to cadets who participate on the marksmanship team for an entire year/season and must have competed in at least 1 marksmanship competition event (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.46. USAA Educational Foundation (EF) Joint Service Academic Bowl (JLAB) Ribbon. Is a ribbon awarded to cadets who participate in the Joint Leadership and Academic Bowl (JLAB) Practice Test and the subsequent rounds of JLAB competition. The award recognizes individual efforts toward achieving a clear understanding of core subjects including math, science, language arts, leadership, current events, and financial literacy. This ribbon replaces the former AFJROTC JLAB Team Ribbon. **The former JLAB Ribbon may not be worn, it will be replaced with the new USAA EF JLAB Ribbon to qualifying cadets**. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



7.7.47. <u>CyberPatriot Ribbon.</u> Is a ribbon awarded to cadets who are a member of the CyberPatriot team for at least one year/season. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. (**Note: This ribbon replaces the CyberPatriot pin, which is not authorized for wear on the cadet uniform.**)



7.7.48. <u>StellarXplorers Ribbon.</u> Is a ribbon awarded to cadets who are a member of the StellarXplorers team for at least one year/season. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. (**Note: This ribbon replaces the StellarXplorers pin, which is not authorized for wear on the cadet uniform.**)



7.7.49. <u>Raiders Team Ribbon.</u> Is a ribbon awarded to cadets who are a member of the Raiders Team for at least one year/season. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.50. <u>Military Model Building Team Ribbon.</u> Is a ribbon awarded to cadets who are a member of the Military Model Building Team for at least one year. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the bronze oak leaf cluster.



7.7.51. <u>Unmanned Aircraft Systems (UAS) Ribbon.</u> Is a ribbon awarded to cadets who are a member of the UAS team for at least one year. UAS vehicles include multi-copters, drones, and remote-controlled aircraft/vehicles. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.52. <u>Robotics Ribbon.</u> Is a ribbon awarded to cadets who are a member of the Robotics club/team for at least one year. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.53. <u>Good Conduct Ribbon.</u> Is a ribbon awarded to cadets for maintaining



good conduct as an AFJROTC or SFJROTC cadet. To qualify for this ribbon, cadets must not have received a referral (this includes no ISS/OSS) for an academic term (cadet may only receive one award annually) . An oak leaf cluster will be added to this ribbon for each year of qualifying membership beginning with the second year. Criteria for this award will be published in the unit's Cadet Guide.

7.7.54. <u>Service Ribbon.</u> 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. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.55. <u>Health and Wellness Ribbon.</u> Is a ribbon awarded for participation in



the unit health and wellness physical fitness program for an academic year/term. All cadets who participate in the unit's wellness program may receive the Health and Wellness Ribbon. Subsequent 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 wear the highest-level Star Device(s) affixed to the wearers right of the ribbon. Only the star representing the higher percentile score will be worn. (NOTE: The Physical Fitness Test percentiles are computed automatically under the PFT-Mass Assessment in WINGS.) Criteria for this award will be published in the unit's Cadet Guide.

7.7.56. <u>Recruiting Ribbon.</u> 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. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.57. <u>Activities Ribbon.</u> Is a ribbon awarded for participation in Leadership



Development Requirement (LDR) activities other than those that qualify for a ribbon on the ribbon chart. These include, but are not limited to, model rocketry clubs, sports teams, and any other LDR team event that does not currently have a ribbon on the ribbon chart. An oak leaf cluster will

be added to this ribbon for each year of membership beginning with the second year. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster

7.7.58. <u>Attendance Ribbon.</u> Is a ribbon awarded to cadets who have no more than three school absences during academic term. Cadets may only receive one award annually. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



7.7.59. <u>Dress and Appearance Ribbon.</u> Is a ribbon 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. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.60. <u>Longevity Ribbon.</u> 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. 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.



7.7.61. <u>Bataan Death March Memorial Hike Ribbon.</u> Is a ribbon awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March. AFJROTC and 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. Criteria for this award will be published in the unit's Cadet Guide. Ribbon may be purchased from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.62. Patriotic Flag Ribbon. Is a ribbon awarded for participation in non-color guard events specifically designed to honor our nation's flag. Such events include flag raising ceremonies, flag retirement ceremonies, flag folding ceremonies, and historical flag demonstrations. In order to receive this award, cadets must have participated in a minimum of five flag events. Criteria for this award will be published in the unit's Cadet Guide. Ribbon may be purchased from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



7.7.63. Resiliency Ribbon. Is a ribbon awarded by the SASI to any cadet who has displayed a high amount of resiliency to life events. Principally intended to denote resilience in the face of COVID-19 to cadets who were enrolled in AFJROTC or SFJROTC course of study from 1 March 2020 to 30 June 2022. 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. The ribbon is now expanded to those who in the SASI's discretion have overcome significant life challenges (significant illness, tragedy at home such as fire or destruction by storm) and have shown resilience to overcome those events and press on as a cadet. Ribbon may be purchased from a vendor using MILPER funds for each cadet authorized to wear this award. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



7.7.64. Civil Air Patrol Ribbons. The authorized ribbons for cadets participating in the Civil Air Patrol cadet program which can be worn on the AFJROTC uniform are from highest to lowest precedence:

7.7.64.1. General Carl A Spaatz Award.



7.7.64.2. General Ira C. Eaker Award.



7.7.64.3. Amelia Earhart Award.



7.7.64.4. General Billy Mitchell Award.



7.7.64.5. General J.F. Curry Award.



AUTHORIZED AIR FORCE JROTC BADGES AND INSIGNIA

Marksmanship Badges – Wear Only One



CMP Awarded Badges



MARKSMANSHIP SHARPSHOOTER EXPERT

Unit Awarded Badges

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



Marksmanship Shield

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

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

Marksmanship badges will not be worn with medals.

Badges/Insignia not listed here are unauthorized for wear.



Hap Arnold Optional Enlisted/Officer Service Cap Insignia



OFFICERS SERVICE CAP INSIGNIA



MODEL ROCKETRY BADGE



Kitty Hawk Honor 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 <u>one badge,</u> 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.

AFJROTC Badges and Awards

These badges and awards recognize outstanding achievement, proficiency, and leadership within the AFJROTC program. Cadets who meet the requirements for these badges demonstrate exceptional dedication and skill in a variety of fields, from aviation to marksmanship.

Unmanned Aircraft Badge

- Awarded for: Successful completion of the Remote Pilot Certification Test.
- Purpose: Recognizes cadets who have achieved the necessary certification for remote pilot operation, highlighting proficiency in unmanned aerial vehicle (UAV) operations.

Aviation Ground School Badge

- Awarded for: Successful completion of the FAA Private Pilot Practical Test (Powered or Glider).
- Purpose: Acknowledges cadets who have completed aviation ground school training and passed the FAA Private Pilot Test for powered or glider aircraft, marking their progress in aviation education.

Flight Certificate Badge

- **Awarded for**: Possession of a valid FAA pilot's certificate for either powered or non-powered aircraft.
- **Purpose**: This is the highest aviation badge awarded to cadets. It recognizes cadets who hold an official FAA pilot's certificate, signifying advanced knowledge and proficiency in flying aircraft.

Awareness Presentation Team Badge

- Awarded for: Participation on an Awareness Presentation Team.
- Criteria: Membership on the team requires successful completion of specific criteria, which are outlined in the Cadet Guide or Unit Operating Instructions.
- Purpose: Recognizes cadets who participate in presenting educational and awareness material to audiences, typically focusing on AFJROTC's mission and values.

Kitty Hawk Honor Society Badge

- Awarded to: Cadets who are members of the Kitty Hawk Honor Society.
- Criteria: Specific membership requirements are published in the unit's Kitty Hawk charter, which outlines the eligibility and selection process.
- Purpose: The badge is a symbol of membership in the Kitty Hawk Honor Society, an academic honor society for cadets who excel in academics and leadership.

Distinguished Cadet Badge

- Awarded to: One exceptional second-year cadet (or third-year cadet in a 4-year program) selected at the end of the school year.

- Selection Criteria:
  - High moral character.
  - Positive personal attributes.
  - Outstanding military potential.
  - Consistent academic and military excellence.

- Benefits: The recipient may wear the Distinguished Cadet badge during their final year of AFJROTC. Selection involves a review by the SASI, ASI, and the school principal.

- Required Prior Awards:
  - Leadership Ribbon
  - Superior Performance Ribbon
  - Achievement Ribbon
  - Academic Ribbon
  - Leadership Development Requirement Ribbon
  - Service Ribbon

Aerospace Education Foundation (AEF) Academic Cadet Badge

- Awarded to: Rising Junior and Senior cadets for academic excellence.
- Requirements:
    - Minimum GPA of 3.3 with no grade below 2.0.
    - Must be recommended by the SASI.
- Purpose: Recognizes cadets who excel academically, encouraging a focus on scholastic achievement alongside military training.

Model Rocketry Badge

- Awarded for: Completion of at least one launch and recovery of a Model Rocket.
- Criteria: Cadets must fulfill the program's requirements, which can be found in the AFJROTC Rocketry folder on WINGS.
- Purpose: Recognizes cadets' accomplishments in the field of model rocketry, demonstrating technical skill and hands-on learning in aerospace.

Marksmanship Badges

AFJROTC recognizes cadets' proficiency in marksmanship through three distinct badges based on performance in shooting events. These awards demonstrate cadets' focus, discipline, and precision skills.

- **Basic Marksmanship Badge**:
  - **Requirement**: Combined score of 170 or above, fired in the prone, standing, and kneeling 3x10 positions.
  - **Purpose**: Recognizes entry-level proficiency in marksmanship.

- **Sharpshooter Badge**:
  - **Requirement**: Combined score of 220 or above, fired in the prone, standing, and kneeling 3x10 positions.
  - **Purpose**: Recognizes intermediate proficiency in marksmanship.

- **Expert Badge**:
  - **Requirement**: Combined score of 250 or above, fired in the prone, standing, and kneeling 3x10 positions.
  - **Purpose**: Recognizes exceptional proficiency in marksmanship.