

THE TX-82ND AFJROTC CADET GUIDE

*For
SY 2022-2023*



NAME _____ FLT _____

Congratulations and welcome to Samuel Clemens High School Texas 82nd Air Force Junior Reserve Officer Training Corps (JROTC) Group! You have just set the course for a successful career in the United States Military or the civilian sector. Our contribution to your success is to develop such skills and traits as leadership, followership, management, integrity, respect for self and others, confidence and discipline.

The experience with JROTC may be the toughest challenge, but yet the most rewarding of your high school years. You must be ready to conform to standards, take and give orders, and learn new ways of doing things. As you experience these challenges, just remind yourself that it's all to make you a better person. Being the best requires giving 100% effort, which equals 100% achievement. Remember you are never alone as 150 plus other cadet officers, noncommissioned officers and airmen are going through the same challenges. JROTC is about teamwork! Instructors, cadet officers and noncommissioned officers are here to help each other.

The unit is led and managed by senior JROTC cadets. They develop and implement administration and operate by local policies and procedures. All policies and procedures are approved by the Senior Aerospace Science Instructor (SASI) and Aerospace Science Instructors (ASI) before implementation.

The provisions of this Cadet Guide were not established arbitrarily. They come from a number of sources; the U.S. Public Law authorizing and establishing the AFJROTC program, the agreement signed by the Schertz-Cibolo-Universal City Independent School District, the U.S. Air Force directives prepared by Headquarters Air Force JROTC, and experience gained from the operation of other AFJROTC units.

Although these provisions form the foundation for the operation of the Texas 82nd Cadet Group, each provision of the Guide was written in consideration of the academic and developmental objectives of Samuel Clemens High School.

Your achievement in the knowledge of aerospace science, leadership education and contribution to the reputation of Samuel Clemens High School will depend greatly upon you and the spirit in which you abide by the provisions in this Guide.

May each of you enjoy success and derive personal satisfaction from your participation in the Samuel Clemens High School AFJROTC program!

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CHAPTER 1

MISSION AND GOALS OF THE AFJROTC PROGRAM

1. **MISSION:** Develop Citizens of Character Dedicated to Serving Their Nation and Community.
2. **GOALS:** To instill in high school cadets the values of:
 - a. Citizenship.
 - b. Service to the United States.
 - c. Personal Responsibility.
 - d. A sense of accomplishment.

MISSION AND GOALS OF AFJROTC TX-082

1. **MISSION:** To develop informed and responsible young citizens who appreciate their heritage and are personally involved in service to their school and community.
2. **GOALS:** Samuel Clemens AFJROTC cadets should:
 - a. Develop an appreciation of the basic elements and requirements for national security and the role of the Military Services.
 - b. Develop and exhibit patriotism through personal service to the school and community.
 - c. Understand each citizen has a personal obligation to stay informed of current events and contribute towards national and community goals.
 - d. Develop and exhibit habits of orderliness and attention to detail.
 - e. Strive for a high degree of personal honor, self-reliance, and self-discipline.
 - f. Exercise effective communication skills and use these in developing positive leadership and motivational traits.
 - g. Take pride in themselves and their unit and strive to always set the proper example in or out of uniform.
 - h. Understand how to interact in a military type organization by actively participating in a studentrun, corps of cadets organization, following the direction of higher ranking cadets and accomplishing assigned duties to the best of their ability.
 - i. Work diligently to do well in high school in order to pursue a higher education or vocational skills.
 - j. Take advantage of the many opportunities AFJROTC offers to develop life skills, through active participation in the cadet corps organization and its activities.

CHAPTER 2

ADMISSION, TRANSFER, AND DISENROLLMENT OF STUDENTS

1. **To be eligible for membership in the AFJROTC program, a student must be:**
 - a. At least a ninth grader enrolled in and attending a regular course of instruction at Clemens High School.
 - b. A citizen of the United States or an alien admitted for permanent residence.
 - c. Physically able to participate in AFJROTC Training. A student is considered physically able, if they can fully participate in Samuel Clemens High School outside physical education classes. AFJROTC cadets march daily and exercise/play sports each week in south Texas weather (very hot to cold conditions).
 - d. Must be in good standing with the SASI in coordination with the Principal to ensure students meet acceptable standards.
2. **Transfer of students from other schools:**
 - a. Transfer of students from Army, Navy, or other JROTC units may be admitted with full credit for training already received. Cadet rank and position will be determined by the SASI based on the JROTC record from the losing unit and the knowledge level of the transfer cadet.
3. **Any student may be removed from JROTC for any of the following reasons:**
 - a. Failure to maintain acceptable AFJROTC course standards (haircut, grooming, properly wearing the uniforms, participation in health and wellness, etc.)
 1. *1st Offense – Verbal counseling from SASI/ASI and parent contact*
 2. *2nd Offense – Parent contact, demotion to permanent rank*
 3. *3rd Offense – Parent contact, coordinate with Administrator and Counselor for removal from the JROTC program*
 - b. Inaptitude or indifference to training (poor attitude, failure to follow directions of SASI, ASI, or cadets of higher rank in the cadet organization, etc.)
 - c. Disciplinary reasons (including negative behavior in other classes and/or at school, as this is a direct reflection on the JROTC program).
 - d. Failure to remain enrolled in Clemens High School or transfer to the Alternative School may result in disenrollment. Cadets may reenroll in JROTC at SASI discretion.
 - e. Individual's request for release.
 - f. Any other reason deemed appropriate by the SASI and Principal.

Removal Process is as follows:

1. ASI recommends removal to the SASI. If SASI concurs, then SASI will email the cadet parents/guardians detailing the reason for removal and offer a P/T removal conference.
2. After parent/guardian contact and/or P/T conference, the SASI will request the cadet be removed from JROTC with the applicable Counselor, then place the cadet on the school obligation list until all required uniform items are turned in.

4. Cadet's responsibility:

Each cadet will agree to abide by the rules and regulations of the Aerospace Science Department and to accept responsibility for uniforms, textbooks, and other AFJROTC equipment. ***Cadets and parents/guardians must sign a statement to this effect.***

- a. This will be referred to when disciplining cadets. Sufficient information and counsel is available to cadets, and ignorance of rules is no excuse.

CHAPTER 3

CONDUCT AND MILITARY COURTESY

1. **GENERAL:** Cadets are expected to observe correct military conduct at all times (not just at the JROTC hall). This means that cadets are expected to behave in a manner that reflects credit upon themselves, their parents, fellow cadets, Samuel Clemens High School, and the United States Air Force.
2. **MILITARY COURTESY:** The practice of saying “**YES SIR/MA’AM**” and “**NO SIR/MA’AM**” to instructors, visitors, and cadets senior in rank is always observed in an AFJROTC unit. REMEMBER: One day you will be an upper class cadet and you will want to be treated with respect. Such responses are long established military courtesies, which become habit if practiced continuously and will serve you well in life.
3. **CLASSROOM PROCEDURES:**
 - a. **Your AFJROTC class will begin with having everyone next to their chairs, quietly in the position of parade rest with your school I.D. visible before the tardy bell rings** (REMEMBER: promptness is very important in life as well as in AFJROTC). The flight commander and the flight sergeant will be at the front of the classroom facing the other cadets at parade rest. The flight commander will be closest to the door.
 - b. When the final bell rings, the flight sergeant will call the room to attention and the flight sergeant will call the command “report”. At this command, each element leader, starting with the first element, will salute and report to the flight sergeant about the attendance status of their individual element. (Element leaders must know the name of each cadet in their element).
 - c. The flight sergeant will return the element leader’s salute, then the element leader drops the salute. The subsequent element leader follows the same procedure. When all element leaders are finished with this procedure, the flight sergeant and the flight commander will face each other and the flight sergeant will salute and report the flight attendance to the flight commander.
 - d. The commander will do an about face and salute the SASI or ASI, then make the flight attendance report.
 - e. These procedures are very important and will not be omitted.
4. **TARDY CADETS:**

Tardy cadets will remain at the door through the reporting procedure. After the report has been taken, the tardy cadet will salute and report to the flight commander, “Sir/Ma’am, permission to enter the room.” Any excuse slips or passes will then be given to the flight commander at that time. The flight commander will then give the attendance and tardy report to the instructor along with any written slips or passes. If the cadet arrives after the instructor has already received the attendance report, the cadet must follow the same procedures with the instructor. **JROTC does not take tardiness lightly and corrective action will be taken, so be sure to be on time!**
5. **EXAMPLE OF DAILY REPORT PROCEDURES:**

FLIGHT SERGEANT: “Flight, attention!” “Report!”

1st ELEMENT LEADER :(If all in element are present) (Saluting):“Sir/Ma’am, first element reports all present and or accounted for.” (Sergeant salutes back, and the element leader drops his/her salute after the sergeant drops his/hers.)

2nd ELEMENT LEADER:(If a cadet is absent) (Saluting): “Sir/Ma’am, second element reports cadet (rank, last name of absent cadet) absent,” (Sergeant salutes back, and the element leader drops his/her salute after the sergeant drops his/hers.)

3rd ELEMENT :(If a cadet is tardy) (Saluting): “Sir/Ma’am, third element reports cadet (rank, last name of tardy cadet) tardy,” (Sergeant salutes back, and the element leader drops his/her salute after the sergeant drops his/hers.)

FLIGHT SERGEANT: Faces the flight commander, salutes and repeats the status of the flight to the flight commander) “Sir/Ma’am, (name of flight) reports (status given by element leaders).”

FLIGHT COMMANDER: Returns the salute, does an about face, and repeats the same thing the sergeant said to the instructor. The instructor will take the report, return the salute and direct the flight commander as required for that day’s activities.

NOTE: If the instructor is delayed for some reason, the flight commander is allowed to put the flight at “Parade Rest” and the flight will patiently wait for the instructor. When the instructor arrives, the flight commander will call the flight to attention and report to the instructor.

6. JROTC CLASSROOM RULES: Like all other high school classes, JROTC has rules to follow in order to maintain a focused and disciplined training and learning environment, and to develop “citizens of character”. Cadets need to comply with the instructions given by the cadet in charge, especially when the instructor is not present.

- a. Go to the restroom BEFORE CLASS!
- b. Get to your desk with ID prominently displayed, and standing at parade rest before tardy bell rings.
- c. One person speaks at a time, by raising your hand, and waiting to be recognized by the Instructor; exceptions are an announced free discussion.
- d. Be attentive when someone else is speaking and be respectful to everyone.
- e. Absolutely no use of mobile devices during JROTC classes unless authorized by an Instructor.
- f. Wear and use of headphones and/or earplugs while in JROTC is not authorized.
- g. Bring to class all required materials needed for the JROTC class period to include pencil and paper.
- h. DO NOT bring materials that do not pertain to JROTC.
- i. DO NOT work on homework from your other classes or read outside books unless given permission by your flight commander or instructor.
- j. Do not sleep in class or put your head on the desk as it is very disrespectful and distracting! If you are drowsy, go to the back of the room and stand up!
- k. Do not get up out of your chair for trash or any other reasons unless you have permission by your flight commander or instructor.
- l. Do not bring food, snacks, candy, gum or drinks to class. Instructors may allow food and drinks, but they decide when, not you!

NOTE: *Any violation of classroom procedures, classroom rules, and any other school policies will be subject to letters of counseling, reprimand, or admonishment as determined by the Instructors. Serious violations and/or a compilation of violations may result in removal from the JROTC program. Violations of these rules and procedures may also result in restrictions from participating in other cadet activities, competitions or taking field trips.*

Each class may be assigned classroom advisors (3rd or 4th year cadets) who are responsible for:

- a. Training of flight positions/jobs.
- b. Test monitoring.
- c. Teaching drill and ceremonies/ uniform wear.
- d. Cadet orientation to AFJROTC.
- e. Day to day implementation of the cadet guide.
- f. Assisting the flight commander as needed
- g. Assuring that there is no hazing in the corps.

DISMISSING THE CLASS: At the end of each class period the instructor or flight commander will give the flight the command to “prepare for dismissal”. Cadets will then assemble their books/materials and backpacks, clean the area of any trash, and insure seats are returned to their normal positions. The flight commander/sergeant will then do a quick inspection of the room, call the room to attention and formally dismiss them with the bell.

CHAPTER 4

APPEARANCE OF CADETS

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

Because you wear the official uniform of the United States Air Force, any objectionable behavior in public can create an unfavorable reaction toward the AFJROTC program and the Air Force. Proper conduct, actions, and attitudes will create and sustain a favorable public reaction that will enhance the image of the cadet corps. Therefore, as an AFJROTC cadet, you must constantly strive to present a well-mannered and properly groomed appearance.

Hair-male and female. Will be clean, well-groomed, present a professional appearance, allow proper wear of headgear. Will *not* contain excessive amounts of grooming aids (e.g., gel, mousse, pomade, or moisturizer), appear lopsided, touch either eyebrow (**Exception:** female bangs), or end below an imaginary line across the forehead at the top of the eyebrows that is parallel to the ground. If applied, dyes, tints, bleaches and frostings must result in natural hair colors. **Examples of natural hair colors are brown, blonde, brunette, natural red or black. All Cadets are authorized to wear natural color hair regardless of their natural born hair color, but when combined or frosted, the colors must blend together so as to not present an unnatural appearance between colors. For example, hair colors may be displayed as a “salt-and-pepper” look as this presents a naturally-blended hair color and is, therefore, authorized. In contrast, ombre (blending of one color to another with dyes, tints, bleaches and frostings) or black hair with blonde highlights and/or streaks and blonde hair with black highlights and/or streaks do not present a natural appearance as they display vastly different shades of natural hair colors and are, therefore, unauthorized for wear. Prohibited hair color examples (not all inclusive) are burgundy, purple, orange, fluorescent or neon colors.** SASIs may temporarily authorize cancer patients to wear approved caps (black or tan) due to a temporary medical condition (i.e., radiation and/or chemotherapy).

Wigs/Hairpieces/Extensions. Are authorized and will meet the same standard required for natural hair, be of good quality, fit properly, and comply with safety, functionality and professionalism. (**Note:** Extensions are still prohibited for males). Wigs/Hairpieces/Extensions will *not* be used to cover unauthorized hair styles.

Hair-Nets. Worn as required for health or safety reasons. Made of natural or a synthetic material; must be conservative (plain and moderate, being within reasonable limits; not excessive or extreme), solid color similar to the member's hair color, also strong enough to support and control hair and contain no metal fasteners. Hair-nets are only authorized when performing related duties as determined by applicable SASI.

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

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

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

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

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

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

Body Piercing. Cadets in uniform are not allowed to attach or display objects, articles, jewelry, or ornamentation to or through the ear, nose, tongue, or any exposed body part (including anything that might be visible through the uniform). Cadets may not cover any of these articles with make-up, band aids, or wearing clear post pins to hide body piercings.

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

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

Hair-Male. Tapered appearance on both sides and the back of the head, both with and without headgear. A tapered appearance is one that when viewed from any angle outlines the member's hair so that it conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists or spiking. A block-cut is permitted with tapered appearance. Hair will not exceed **2 ½ inches in bulk**, regardless of length and ¼

inch at natural termination point; allowing only closely cut or shaved hair on the back of the neck to touch the collar. Hair will not protrude under the front band of headgear. Cleanly shaven heads, military high-and-tight or flattop cuts are authorized. **Prohibited examples (not all-inclusive) are Mohawk, mullet, cornrows, dreadlocks or etched shapes and/or design.** Cadets may have one (cut, clipped or shaved) front to back, straight-line part, not slanted or curved, on either side of their head, above the temple. Part will not exceed 4 inches length or ¼ inch width. Men are not authorized hair extensions. See Figure 3.1. Male Hair Standards Examples.

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

Beards. Beards are not authorized unless for medical reasons, when authorized by a medical official, or as authorized pursuant to a request for a religious accommodation. Beard wear authorized for religious reasons are governed by AFJROTCI 36-2001. **When authorized for medical reasons, members will keep all facial hair trimmed not to exceed ¼ inch in length.** Individuals granted a shaving profile may shave or trim their facial hair to present a neat, clean, professional image.

Sideburns. If worn, sideburns will be straight and even width (not flared), and will not extend below the bottom of the orifice of the ear opening. Sideburns will end in a clean-shaven horizontal line. **See Figure 3.1**

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

Cosmetics. Male Cadets are not authorized to wear cosmetics.

Undergarments (Mandatory). Appropriate undergarments are required to be worn with all uniform combinations. Wear undershirt and underpants with all uniforms. Wear the white V-neck or athletic style tank top undershirt when wearing opened collar service uniforms only. Undershirt will be tucked into trousers. Undershirts will not have pockets.

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



Sideburns



Mustache



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

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

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

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

A braid/twist must continue to the end of the hair without design and following the contour of the head, and may be worn loose or in a secured style within hair standards. **Exception:** Micro-braids or twists are not required to continue to the end of the hair.

Unauthorized: Mohawk, mullet or etched design.

Hair accessories. If worn, hair accessories (e.g., fabric scrunches, hairpins, combs, clips, headbands, elastic bands, barrettes, etc.) must match hair color. Black hair accessories are authorized regardless of hair color. Invisible hairnets are authorized; hairnet must match hair

color. Hair must still comply with bulk and appearance standards. Headgear must fit properly. Headbands or fabric scrunches will not exceed two-inches in width. Ornaments are *not* authorized (i.e., ribbons, beads, jeweled pins).



Scrunchie



Hair Clips

Fingernails. If worn by females, nail polish will be a single color that does not detract from the uniform, nor can the nail polish be extreme in color. Some examples of extreme colors include, but are not limited to, purple, gold, blue, black, bright (fire engine) red and florescent colors. Do not apply designs to nails or apply two-tone or multi-tone colors; however, white-tip French manicures are authorized. Fingernails must not exceed $\frac{1}{4}$ inch in length beyond the tip of the finger and must be clean and well groomed. Fingernails must not interfere with the performance of assigned duties. Fingernails must not hinder proper fit of prescribed safety equipment or uniform items.



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

Earrings. Male cadets are not authorized to wear earrings while in uniform. Female cadets may wear small (not exceeding six mm in diameter) conservative (moderate, being within reasonable limits; not excessive or extreme) round or square white diamond, gold, white pearl, or silver earrings as a set with any uniform combination. If member has multiple holes, only one set of earrings are authorized to be worn in uniform and will be worn in the lower earlobes. Earrings will match and fit tightly without extending below the earlobe unless the piece extending is the connecting band on clip earrings. When not wearing earrings, male and female cadets are authorized to wear transparent piercing spacer(s) in lower earlobes while in uniform. Transparent spacers are not allowed in ear holes outside of the lower earlobes or any other piercing holes visible in uniform (nose, lip, eyebrow etc.). Piercing holes will not be large enough to permit light to shine through.

Undergarments (Mandatory).

Females. Appropriate undergarments are required to be worn with all uniform combinations. Wear bra and underpants with all uniforms. Wear of the white V-neck style or athletic tank top undershirt when wearing opened collar service uniforms is

authorized. Undershirt will be tucked into slacks or skirt. Undershirts will not have pockets.

Cosmetics. Female Cadets may wear cosmetics; however, if worn, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and in good taste. Female Cadets will not wear shades of lipstick that detract from the uniform, or that are extreme colors. Some examples of extreme colors include but are not limited to, purple, gold, blue, black, bright (fire-engine) red, and fluorescent colors. Male Cadets are not authorized to wear cosmetics.

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

Body Piercing/Ornamentation. In uniform with the exception of earrings for women, all members are prohibited from attaching, affixing, or displaying objects, articles, jewelry or ornamentation to or through the ear, nose, tongue, eye brows, lips, or any exposed body part (includes visible through the uniform). Plugs for gauge holes in the ear lobes are not authorized (regardless of color, i.e., flesh colored). There are no exceptions per AFI 36-2903.

Dental ornamentation: Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc. The use of yellow gold, white gold, or platinum caps (permanent or temporary) merely to add ornamentation to the teeth and not required by dental/medical necessity is prohibited.

Figure 3.2. Female Hair Style Examples

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



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



Braided Ponytails/Multiple Braids in a Single Ponytail



Pulled back secured and does not exceed 6 inch radius

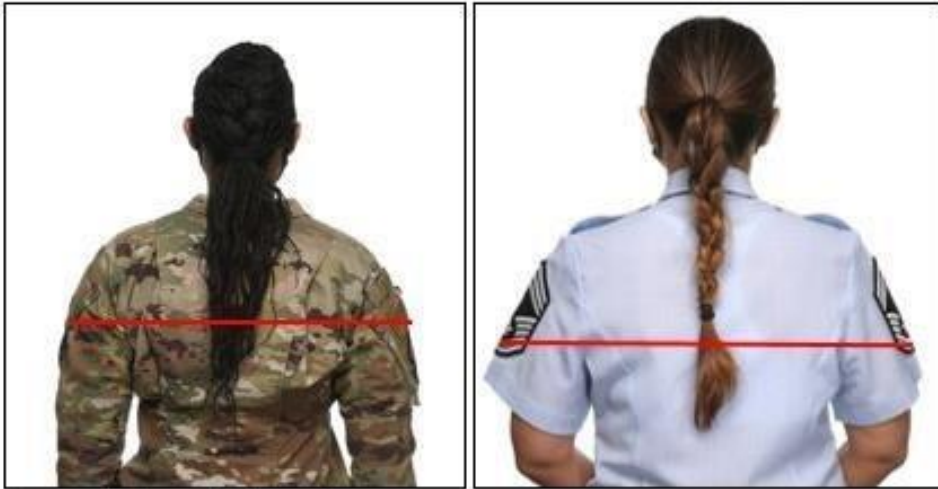


Pulled back secured and does not exceed 6 inch radius



Two Braids Looped Underneath/Two Braids

Figure 3.3. Unauthorized female Ponytail Examples.



Exceeds Length Requirement



Ponytail Fasten on the Crown of Head.



Figure 3.4. Female Hair Style Examples



Braids

Twists

Locs

Tattoos/Brands/Body Markings. For purposes of this instruction, a tattoo is defined as a picture, design, or marking made on the skin or other areas of the body by staining it with an indelible dye, or by any other method, including pictures, designs, or markings only detectible

or visible under certain conditions (such as ultraviolet or invisible ink tattoos). A brand is defined as a picture, design, or other marking that is burned into the skin or other areas of the body. Body markings are pictures, designs, or other markings as a result of using means other than burning to permanently scar or mark the skin.

Tattoos/Brands/Body Markings. (Unauthorized content/locations). Tattoos/brands/body markings will not be on the hands (except one ring tattoo on one finger on one hand), head, neck (anything visible above the open collar uniform), face, tongue, lips, eyes, and scalp. Tattoos/brands/body markings anywhere on the body that are obscene, commonly associated with gangs, extremist, and/or supremacist organizations, or that advocate sexual, racial, ethnic, or religious discrimination are prohibited in and out of uniform. Indecent tattoos/brands/body markings are grossly offensive to modesty, decency, or propriety, or shocks the moral sense, because of its vulgar, filthy, or disgusting nature, or its tendency to incite lustful thought. It is indecent if it tends reasonably to corrupt morals or incite libidinous thoughts. It must not violate community standards. Air Force Office of Special Investigations (AFOSI) maintains information regarding gang/hate group, etc. on tattoos/brands/body markings. Commanders should contact their servicing AFOSI unit for additional information. Extremist tattoos/brands/body markings are those affiliated with, depicting, or symbolizing extremist philosophies, organizations, or activities. Sexually discriminative tattoos/brands/body markings are those that advocate a philosophy that degrades or demeans a person based on gender. Racially discriminative tattoos/brands/body markings are those that advocate a philosophy that degrades or demeans a person based on race, ethnicity, or national origin. Religiously discriminative tattoos/brands/body markings are those that advocate a philosophy that degrades or demeans a person based on religion. Tattoos/brands/body markings with unauthorized content that are prejudicial to good order and discipline or the content is of a nature that tends to bring discredit upon the Air Force are prohibited both in and out of uniform. Cadets may not cover up tattoos, brands, and/or body markings with bandages or make-up in order to comply with unauthorized content tattoo policy.

Tattoos/Brands/Body Markings (Authorized). Tattoos are authorized on the chest and back (below the open collar uniform), arms, legs, and a ring tattoo on one finger on one hand. Ring tattoos are limited to a single band of no more than 3/8 of an inch in width, below the knuckle and above the finger joint (portion closest to the palm). Cadets with tattoos on the hand prior to this policy may be grandfathered; however, hand tattoos other than as described above are unauthorized after 9 January 2017. Hand tattoos that are grandfathered, and arm, leg, and ring tattoos can be exposed and visible while wearing any uniform combination(s). Chest and back tattoos will not be visible through any uniform combination(s) or visible while wearing an open collar uniform. There are no size or placement limitations on tattoos as long as they are in accordance with this publication.

Body Alteration/Modification. Intentional alterations and/or modifications to a member's body that result in a visible, physical effect that disfigures, deforms or otherwise detracts from a professional military image are prohibited. Examples of prohibited conduct include (but are not limited to) tongue splitting or forking, tooth filing, acquiring visible, disfiguring skin implants, and gouging (piercing holes large enough to permit light to shine through).

CHAPTER 5

WEAR OF THE UNIFORMS

The reputation of the United States Air Force as a professional organization is known worldwide. Since the primary uniform you wear is a symbol of that reputation, each cadet in the AFJROTC program at Samuel Clemens High School must wear it properly. The importance of this cannot be over-emphasized, since the uniform, except for the insignia and patches, is the same as that worn by active duty Air Force men and women. **WEAR IT PROUDLY! REMEMBER: THIS IS THE UNIFORM OF THE ACTIVE DUTY UNITED STATES AIR FORCE AND CADETS MUST STRIVE TO PUT FORTH THE SHARPEST IMAGE POSSIBLE WHILE WEARING IT.**

The uniform must be clean, pressed and properly worn at all times. Insignia must be properly spaced and attached. Shoes must present an appearance of cleanliness, be shined if they are leather, and have side sole/heels polished or edge dressings applied.

NOTE: ALL CADETS ARE EXPECTED TO REMAIN IN COMPLIANCE WITH WEAR OF THE UNIFORMS AND PT GEAR. THREE OCCURANCES OF NON-COMPLIANCE WITH WEAR OF EITHER THE AFJROTC UNIFORM OR THE PT UNIFORM IN A SEMESTER COULD RESULT IN SASI REFERRAL TO ADMINISTRATION AND COUNSELORS TO BE REMOVED FROM THE AFJROTC PROGRAM.

1. UNIFORM REQUIREMENTS FOR MALE/FEMALE CADETS:

- a. The flight cap is worn tilted slightly to the wearer's right with the front crease pointing toward the lower center of the forehead and one inch above the right eyebrow. The flight cap will be placed firmly on the head, but not pulled down tightly. If worn in this manner, it is either too big or too small. Hair may not protrude from the front of the flight cap. The cap will be worn when outdoors **EXCEPT** in the following areas:
 - (1). While sitting, standing or eating in the cafeteria, courtyard. If walking through THIS area, the cap must be worn.
 - (2). While riding in vehicles or on bicycles to and from school.
- b. The belt is threaded through the loops from left to right (males) and right to left (females). When buckled, only the metal on the tip of the belt should show beyond the buckle (no material). The adjustable belt clamp is there in order to change the belt length and to permit the proper fit. Excess material should be trimmed so that it does not protrude beyond the back of the belt buckle (leave 1-2 inches). The buckle must have a scratch-free shine at all times.
- c. The lightweight jacket (windbreaker) must have school and AFJROTC patches on it when worn and must be zipped up at least half way. NOTE: Rank insignia must also be worn.
- d. The shoes will be laced to the top and shined to a high gloss at all times. Side soles/heels will be polished or edge dressing must be applied. Corfams (patent leather), males or females, are optional items for senior cadets only. (Must be purchased at own expense.)
- e. Socks must be black. **NO OTHER COLORS ARE AUTHORIZED.** Female panty hose must be black, tan, or skin tone. Socks/hose must be worn when in uniform.

- f. Public Display of Affection (PDA): PDA is prohibited between cadets while in uniform.
- g. The short sleeve shirt with epaulets may be worn with or without a tab/tie. The shirttail is pulled down into trousers/slacks/skirt tightly and tucked at the sides to make it nearly form fittings. **NO MILITARY CREASES.** The only crease on the shirt is down the sleeves.
- h. The skirt will be worn for formal/semi-formal affairs. The skirt will be hemmed so that it falls no lower than the bottom of the knee and is not higher than the middle of the knee.
- i. Cadets must wear the appropriate type of undergarments with their uniform. Male cadets must wear a plain white V-Neck T-shirt or the white U-neck undershirt under the uniform shirt. The V-neck shirt or undershirt must not be seen when the collar is open. These should not have logos or designs printed on them, as they can be seen through the uniform shirt. Similarly, female cadets must wear undergarments that are white or natural in color so they are not visible or noticeable through the light blue blouse.
- j. Any items not listed will be worn as prescribed by Air Force standards and regulations.

2. **WHEN YOU MUST WEAR YOUR UNIFORM:**

- a. **As prescribed by the Air Force and AFJROTC instructions, the Air Force Uniform must be worn one day per week.** At Samuel Clemens High School, the SASI will designate which day of the week the uniform will be worn.

SY 2022-2023: Wednesday

- b. Senior cadets are authorized and required to wear the Airman Battle Uniforms (ABUs) on Thursday of each week.
- c. The uniform of the day will be posted each week and must be worn ALL DAY! Any exceptions to this must be approved by the SASI.

NOTE: CHANGING OUT OF YOUR UNIFORM BEFORE THE END OF THE DAY, WEARING IT IMPROPERLY TO OTHER CLASSES OR TO/FROM SCHOOL WILL RESULT IN A "0" GRADE FOR YOUR UNIFORM GRADE THAT WEEK. YOU MUST WEAR IT PROPERLY AND WEAR IT ALL DAY! NOT WEARING THE UNIFORM MAY ALSO RESULT IN A DEMOTION IF NOT EXCUSED. YOU CANNOT PASS AND PROGRESS IN THE AFJROTC PROGRAM WITHOUT WEARING YOUR UNIFORM CONSISTENTLY.

- d. **Do not** mix items of civilian attire with the uniform. The only exceptions are for cadets who have an injury that requires wearing a bandage/splint/cast or the wear of a soft-shoe, etc. These cadets may still wear the uniform after getting permission from the SASI or ASI. The other exception is to protect cadets exposed to cold/inclement weather elements. **Injuries that still allow the wear of civilian clothing and attending school may not be used as an excuse to avoid wearing the uniform. (You can wear JROTC pants just as easily as jeans.)**
- e. **RULE OF THUMB:** If you can come to school on a uniform day, you should be in uniform, unless the SASI/ASI had given you prior permission to do otherwise.
NOTE: You have ample time between uniform days to get your uniform ready for the next week.
Excuses of my uniform is still in the cleaners or I can't find an item, or I didn't spend the night at my house, etc are just that...EXCUSES...for your poor planning and preparation. Only very exceptional circumstances presented (signed note/email) by your parents to the instructors, will be considered in allowing you to make up the grade.

- e. If necessary to keep your uniform clean in certain classes (Art, Wood Shop, etc), it is acceptable to briefly wear an old shirt/smock over it to avoid spills or stains. However, these coverings must not be worn outside the class.
- f. Athletics and PE classes are no excuse not to wear the uniform. You must wear it to and from these classes.
- g. Cadet officers and noncommissioned officers (NCO's) should inform cadets of uniform discrepancies when they are observed. **However, care must be taken not to embarrass the cadet in front of their peers, or try to put on a show of "power", as this detracts from the AFJROTC program and you as a more senior cadet.** Ask the cadet to step aside to talk to you privately or wait until the cadet can be approached individually. Try to use the correction as a learning experience by asking the cadet what the proper wear should be then explaining the proper way to do it. **You should also take the opportunity to point out positive aspects of their uniform wear—especially to new cadets to encourage them.**

3. WEAR OF THE PHYSICAL TRAINING (PT) AND SPIRIT UNIFORMS:

1. The **Physical Training Uniform**, consists of a t-shirt and shorts with the AFJROTC logo/ on them. Cadets must complete this uniform by wearing athletic shoes and socks. **Boots, slides, flip flops or sandals are not authorized.** The PT uniform may also include a pair of sweatpants and a sweatshirt, which can be worn on cold days.
2. Physical Fitness Training (PFT) gear and sweat pants/shirts that is customized for esprit-de-corps within a unit (usually school colors). **Air Force PTG may not be mixed with local purchased PFT gear** within a unit. During a Cadet Leadership Course cadets may wear Air Force PT shorts with CLC specific t-shirts – this is only for during the duration of the CLC course and cadets may not wear these outside of the CLC.
3. Physical training, and health and wellness are an integral part of the AFJROTC program as it promotes a healthy lifestyle and enhances teamwork and camaraderie. Our program consists of exercises, running, and team sports such as flag football, basketball, dodgeball, ultimate frisbee, volleyball, etc. In order to remain in JROTC, students must PARTICIPATE in the Health and Wellness program.
4. **Physical Fitness Test:** All cadets must take the Presidential Physical Fitness Test. The PPFT consists of right angle push-ups, curl-ups, and a 1 mile run. Score will be based on the number of items completed and the run time.
5. PT is conducted every Friday unless announced otherwise. Cadets must bring their PT uniforms and shoes to change into. They should also bring a towel and toiletries because they will be given time to shower at the end of class.

NOTE: CADETS MUST WEAR THE PT UNIFORM (INCLUDING ATHLETIC SHOES) AND PARTICIPATE IN THE AFJROTC ATHLETICS PROGRAM. ANY EXCUSES DUE TO ILLNESS/INJURY

MUST BE FROM DOCTORS, SCHOOL NURSE, ATHLETIC TRAINER, OR PARENTS, AND APPROVED BY THE INSTRUCTORS. CADETS WHO MISS PT FRIDAY DUE TO AN UNEXCUSED ABSENCE WILL RECEIVE A "0" FOR THAT DAY. CADETS WHO MISS PT DUE TO AN "EXCUSED"

ABSENCE WILL BE "EXCUSED" FOR THE DAY. THREE PT GRADES OF "0" MAY RESULT IN REMOVAL FROM THE AFJROTC PROGRAM.

PT Grade Breakdown

AFJROTC PT Gear (Shirt, Shorts/Pants and Proper PT Footwear)	50 Points
PT Activity Participation	<u>50 Points</u>
TOTAL	100 Points

4. **THE AFJROTC SPIRIT UNIFORM** consists of a spirit polo/shirt with special logos on them, worn with school appropriate pants/shorts for both males and females. It is unique to each unit and used for voluntary functions that do not require the official uniform. The Spirit Uniform is used to allow more comfort, especially when traveling to and/or participating in a wide variety of extra-curricular activities and field trips/projects. Many of these are done with other AFJROTC units and the Spirit Uniform identifies the Samuel Clemens' unit and school and helps build esprit-de-corps and group unity. The spirit uniform items may be purchased once school begins each year.

NOTE: PT GEAR AND AFJROTC SPIRIT UNIFORM ITEMS ARE ITEMS THAT CAN BE PURCHASED AT THE BEGINNING OF THE SCHOOL YEAR. CADETS ARE REQUIRED TO WEAR THE AFJROTC PT GEAR ON FRIDAYS, AND THE SPIRIT UNIFORMS WHEN PARTICIPATING IN LDR, CO-CURRICULAR, AND COMMUNITY SERVICE EVENTS.

5. OTHER UNIFORM ITEMS

ACCOUTREMENTS (GENERAL). Insignia Placement. Insignia on the AFJROTC uniform will be worn according to the figures contained in this guide.

- a. Aviation Badges and Flight Suits. Cadets will wear one of the following badges in rank order:

(lowest to highest) Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. Purchase flight suits through WINGS/FEDMALL. **Flight Suits are accountable uniforms items and must be issued/returned via WINGS.**

- i. Flight Solo Badge. Awarded to any cadet possessing a solo flight certificate signed by a FAA Certified Flight Instructor for either powered or non-powered aircraft. Email HQ-Logistics@afjrotc.com a copy of the cadet's Flight Solo Certificate, and then go to WINGS | Logistics | Create Display Orders and order the Flight Solo Badge.
- ii. Flight suits are not authorized solely on obtaining the Flight Solo Badge.
- iii. Unmanned Aircraft Badge. Awarded for successful completion of the Remote Pilot Certification Test. Email HQ-Logistics@afjrotc.com a copy of the cadet's FAA Certificate, and then go to WINGS | Logistics | Create Display Orders and order the applicable badge.
- iv. Flight suits are authorized for cadets who successfully pass the FAA Part 107 knowledge test and are "active" members of the units unmanned aircraft/multicopter team.
- v. Aviation Ground School Badge. Awarded for successful completion of the FAA Private Pilot Practical Test (Powered or Glider). Email HQ-Logistics@afjrotc.com a copy of the cadet's FAA Certificate, and then go to WINGS | Logistics | Create Display Orders and order the applicable badge.

- vi. Flight suits are authorized for cadets enrolled in AFJROTC Aviation Honors Ground School.
Upon completion, continuous wear is authorized for cadets who successfully pass the FAA Private Pilot Practical Test (Powered or Glider), otherwise flight suits will be returned to unit's logistics inventory via WINGS.
 - vii. Flight Certificate Badge. The Flight Certificate Badge is the highest aviation badge awarded to any cadet who possesses a valid FAA pilot's certificate for either powered or non-powered aircraft. Email HQ-Logistics@afjrotc.com a copy of the cadet's Flight Certificate, and then go to WINGS | Logistics | Create Display Orders and order the Pilot Certificate Badge.
 - viii. Flight suits are authorized for cadets that have earned the private pilot's flight certificate badge.
- b. **Awareness Presentation Team Badge.** Awarded for participation on an Awareness Presentation Team. Criteria for becoming a member of the team will be published in the Cadet Guide or the Unit Operating Instructions. Go to WINGS | Logistics | Create Display Orders and order the Awareness Presentation Team Badge.
 - c. **Kitty Hawk Air Society Badge.** Awarded to cadets who are members of the Kitty Hawk Air Society. The unit's Kitty Hawk charter will spell out the requirements for entry into the society. Go to WINGS | Logistics | Create Display Orders and order the Kitty Hawk Air Society Badge.
 - d. **Distinguished AFJROTC Cadet Badge.** This annual award consists of a certificate and the Distinguished AFJROTC Cadet badge. The award recognizes one outstanding second- year cadet (third-year cadet in a 4-year program) selected at the end of each school year. This allows the recipient to wear the award their final year in the AFJROTC program. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence. The SASI, in coordination with the ASI and with the concurrence of the principal, selects the recipient of this award. The Holm Center Form 308, Certificate of Recognition, is located in WINGS | Published Files | Directory | Certificates folder. The certificate is used to present with the badge. The unit must purchase the badge from a vendor. The recipient will hold the following awards prior to selection:
 - a. Leadership Ribbon
 - b. Superior Performance Ribbon
 - c. Achievement Ribbon
 - d. Academic Ribbon
 - e. Leadership Development Requirement
 - f. Service Ribbon
 - e. **Aerospace Education Foundation (AEF) Academic Cadet Badge.** Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining a minimum 3.3 grade point average (GPA) with no grade below a 2.0 GPA on their transcript. The individuals must be recommended by the SASI. Go to WINGS | Logistics | Create Display Orders and order the AEF Badge.
 - f. **Model Rocketry Badge.** Awarded to cadets who have fulfilled model rocketry program requirements. Program requirements can be found in WINGS / Intranet / JROTC / LDR / Rocketry folder.

- g. **Other Badges or Pins.** Any badge or pin not specifically authorized by HQ AFJROTC will not be worn on any AFJROTC uniform combination. Pins given to **CyberPatriot and Stellar Explorer cadets will not be worn** on the AFJROTC uniforms. Only cadets who receive the **National Finalist CyberPatriot badge** may wear this badge on their uniforms.
- h. **Marksmanship Awards.** Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
- i. Each Marksmanship athlete may earn one of the three marksmanship badges. They may only wear one of the badges on the uniform, not more than one at a time. These badges are earned by scores obtained in competitions, not practices. These badges are awarded by the unit's SASI.
 - ii. The basic marksmanship badge - requires a combined score of 170 or above, fired in the prone, standing, and kneeling 3x10 positions.
 - iii. The sharpshooter badge - requires a combined score of 220 or above, fired in the prone, standing, and kneeling 3x10 positions.
 - iv. The expert badge - requires a combined score of 250 or above, fired in the prone, standing, and kneeling 3x10 positions.
 - v. The Civilian Marksmanship Program's (CMP) Junior Distinguished Badges (Gold, Silver and Bronze) are awarded to cadets who distinguish themselves by attaining a series of high rankings in designated major junior air rifle championships that include State Junior Olympic Qualifiers, CMP Cup Matches, the National Junior Olympic Championships and other National Council Three-Position Air Rifle Championships.
 - vi. Badges are earned through CMP and units can visit www.thecmp.org for additional information on how to qualify for the badges.
 - vii. Junior Distinguished Badges are provided, at no cost, by the CMP and cannot be purchased through local vendors or HQ AFJROTC.
- j. **Shoulder Patches, Cords, and Tabs**
 - i. **AFJROTC Patch (white, Lamp of Knowledge).** Wear of the AFJROTC official shoulder patch **is mandatory** on the left sleeve (shoulder) of all uniforms except the raincoat, overcoat, all-weather coat, **ABU (front left pocket only)**. Cadets enrolled in Civil Air Patrol (CAP) and AFJROTC who use the same uniform for both activities may wear the CAP wing patch on the right shoulder sleeve." Flight Suit - the white, Lamp of Knowledge patch (white circular AFJROTC patch), will be worn on the right sleeve (shoulder) if no unit patch is available. The AFJROTC shield will be worn on the right chest. All flight suit patches will be displaced utilizing Velcro (not sewed onto the flight suit). Unit Patch. Optional. If worn, must be on the right shoulder only (**ABU on front right pocket only**). Flight Suit - the unit patch will be worn on the right sleeve (shoulder) of the Flight Suit. If no unit patch is available the white, Lamp of Knowledge patch (white circular AFJROTC patch) will be worn. All flight suit patches will be displaced utilizing Velcro (not sewed onto the flight suit). Unit patches must be approved by HQ AFJROTC via the waivers module in WINGS prior to purchase or use.

- ii. **Shoulder Cords.** Cadets are authorized to wear **one shoulder cord (double knot, single cord** “infantry” style shoulder cord. Cords will be worn on the left shoulder, grounded to the shoulder seam, **with no metal tips, and no wider than 1-inch (no aiguillettes or citation cords)**. Colors are locally-determined (does not have to be a solid color, may be multi-color), must be **conservative, in good taste**, and defined in the Cadet Guide or Unit Operations Instruction. On the **service dress coat**, the cord will be grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. On the **blue shirt**, the cord will be under the epaulet, grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. **Shoulder cord may be worn on regular uniform days.**

Shoulder Cords for the TX-82nd are authorized as follows:

Corps Commander (Blue & Gold)
Vice Corps Commander (Gold)
Squadron Commander (Maroon)
Command CMSgt (Orange)
First Sergeant (Light Blue)
Drill Team & Color Guard (Black & Blue)
Saber Team (Gray)
PT Team (Navy Blue)
Orienteering (Brown)
Model Rocketry (Red & Gold)

- iii. Shoulder tabs are either **cloth or metal** arches denoting participation in an AFJROTC activity. Shoulder tabs are optional. If worn, cadets are authorized to wear **one shoulder tab on the right shoulder** of the service dress coat and the light blue shirt, centered between the unit patch and the shoulder seam. Tabs will have the name of the activity on them (e.g., drill team, saber team, honor guard, etc.). If no unit patch is worn, tab will be worn no lower than 1 inch below the shoulder seam.

If a unit patch is worn, shoulder tab will be centered between the unit patch and the shoulder seam. The SASI will designate which activities will be denoted by shoulder tabs and set the criteria for each. **See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.** One “infantry” style shoulder cord may be worn. Cords will be worn on the left shoulder, grounded to the shoulder seam, **with no metal tips, and no wider than 1-inch. Shoulder cord may be worn on regular uniform days.**

Solid color ascots may be worn (units may embroider a logo/team name/mascot or place a unit patch on the ascot). Colors are blue, gold, or gray and, must be, conservative, and in good taste. Ascots will not be worn on regular uniform days.

Gloves may be worn. Colors may be solid but, no more than two colors (blue and gold). but must be conservative and in good taste. Gloves will not be worn on regular uniform days.

Attachment 7-1

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



Hap Arnold Optional
Enlisted/Officer Service
Cap Insignia



OFFICERS
SERVICE CAP
INSIGNIA



MODEL ROCKETRY
BADGE



KITTY HAWK
AIR SOCIETY
BADGE



DISTINGUISHED
CADET BADGE



METAL OR CLOTH



GROUND SCHOOL
BADGE



FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE



UNMANNED AIRCRAFT
BADGE

Cadets may only wear one of these badges on their uniform



AWARENESS
PRESENTATION
TEAM BADGE

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



AEF BADGE

Badges/Insignia not listed here are unauthorized for wear.

AUTHORIZED AIR FORCE JROTC BADGES AND INSIGNIA

Marksmanship Badges – Wear Only One



CMP Awarded Badges



Unit Awarded Badges

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



Marksmanship
Shield

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

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

Marksmanship badges will not be worn with medals.

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-2

AIR FORCE JROTC RANK INSIGNIA

CADET OFFICER RANK

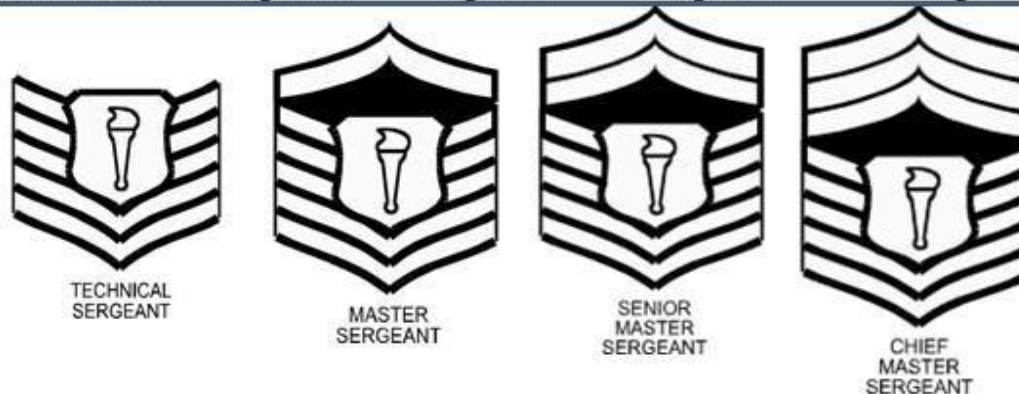


NOTE: Cadet Officer rank used is either cloth epaulet or collar rank, depending on specific uniform worn.

CADET ENLISTED RANK



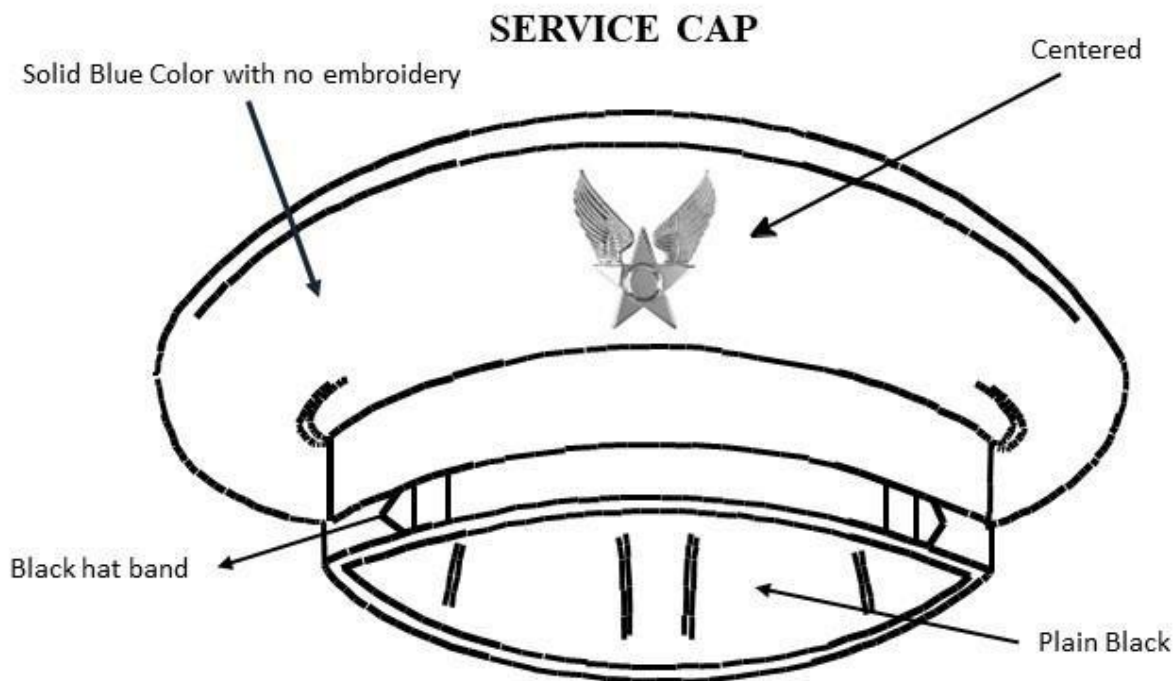
For SFJROTC Spec 1 Spec 2 Spec 3 Sgt



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

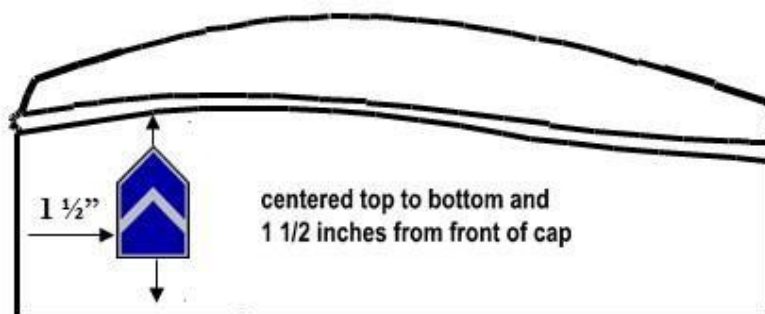
Rank insignia not listed here is unauthorized.
The First Sergeant device is not authorized.

CADET MALE HEADGEAR



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

FLIGHT CAP*



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

Attachment 7-4

CADET FEMALE HEADGEAR

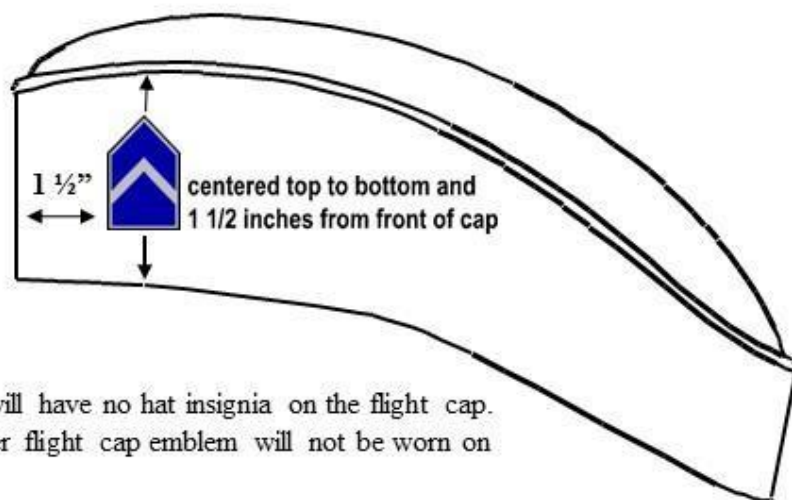
SERVICE CAP

Solid Blue Color with no embroidery



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

FLIGHT CAP*



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

CADET BERET HEADGEAR

BERET

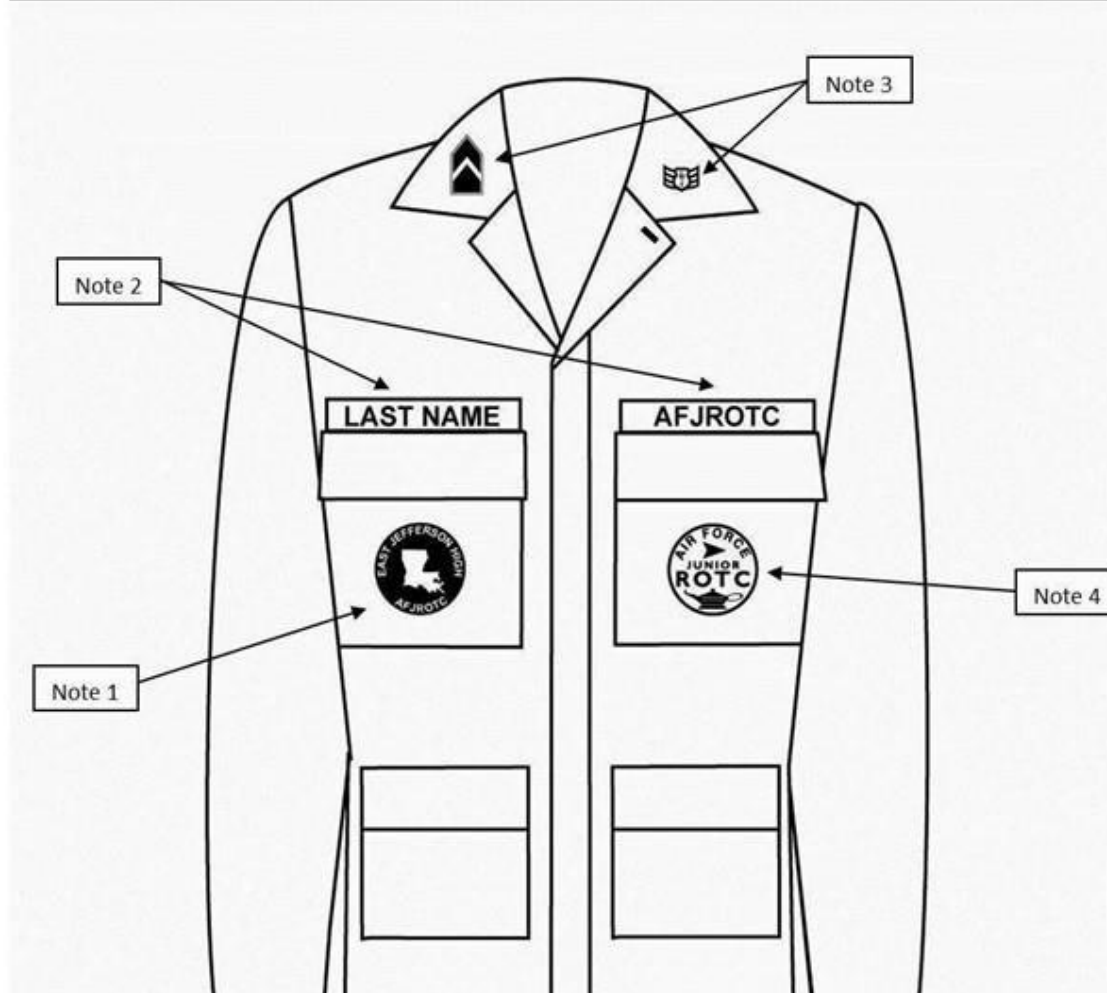


Berets.

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

Attachment 7-6a

CADET ABU Male and Female



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

Attachment 7-6b

CADET OCP Male and Female

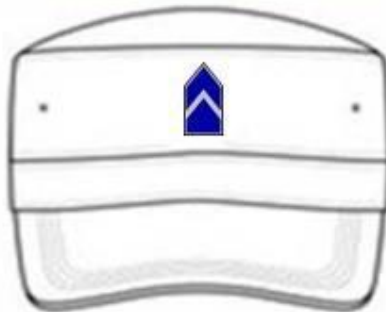


1. T-Shirt. T-Shirt must be Desert Sand, Tan or Coyote Brown color.
2. The American Flag patch (mandatory) and will be full color (cloth), will be placed on right sleeve using Velcro attachment (centered at the top of the Velcro area).
3. Unit patch (optional) full color. If worn, will be placed on right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

CADET ABU and OCP HEADGEAR



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



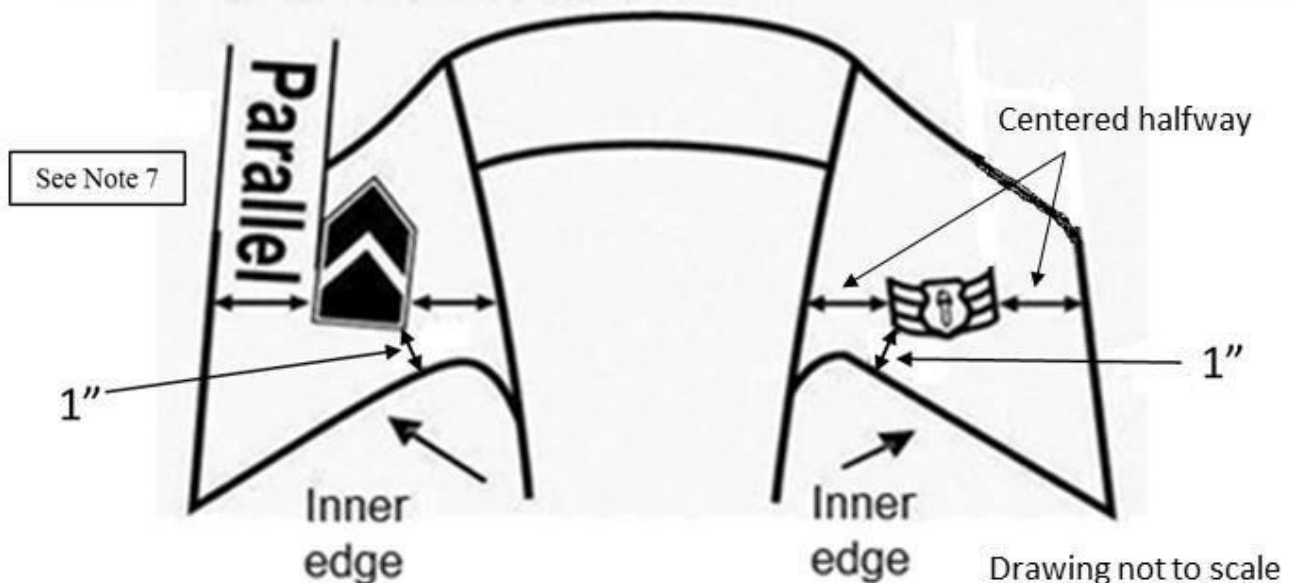
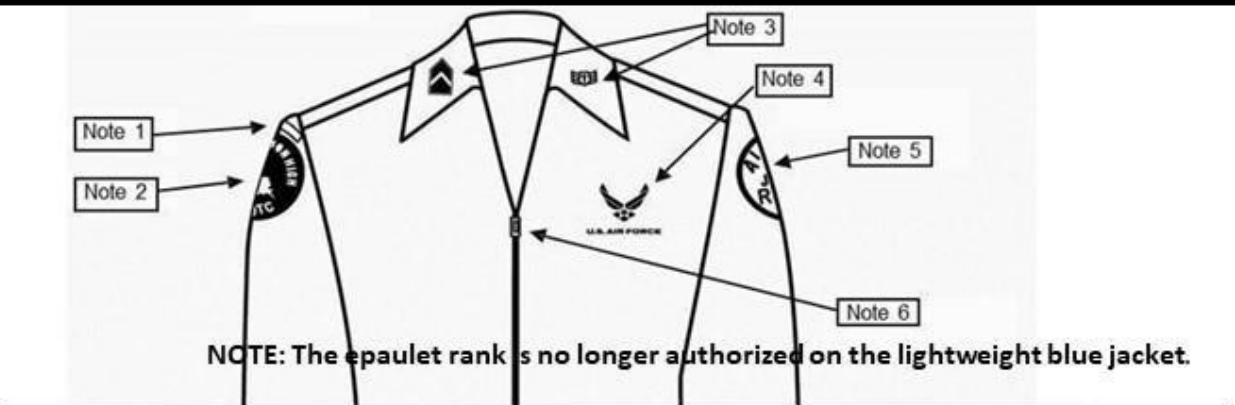
Officers will wear rank insignia on the ABU/OCP cap.

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

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

Attachment 7-8

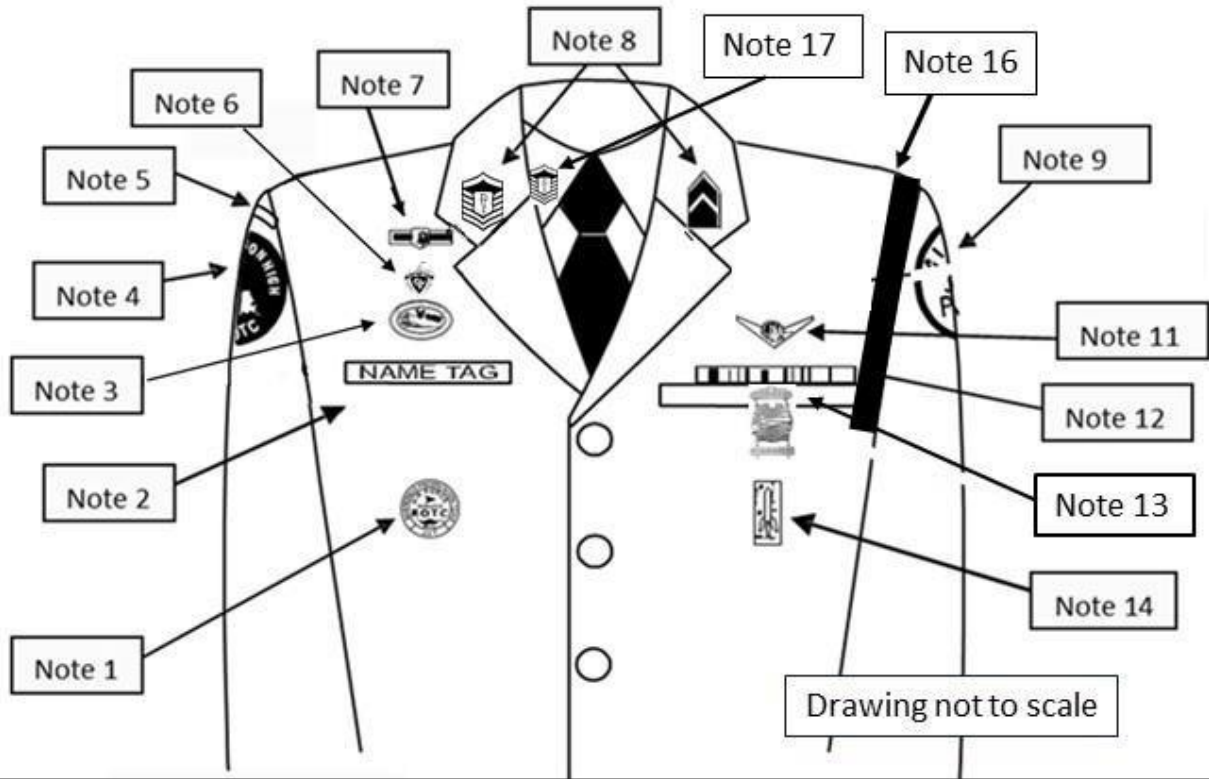
CADET LIGHT WEIGHT BLUE JACKET



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

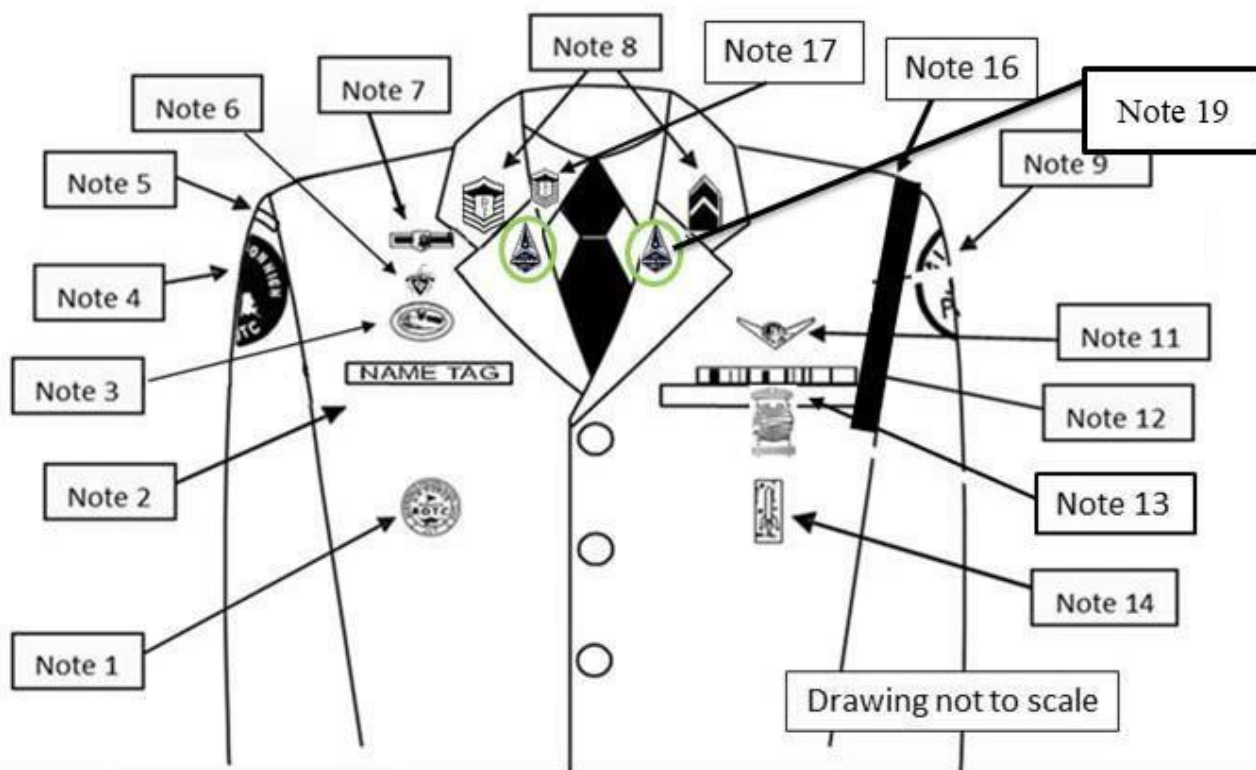
Attachment 7-9

CADET MALE SERVICE DRESS



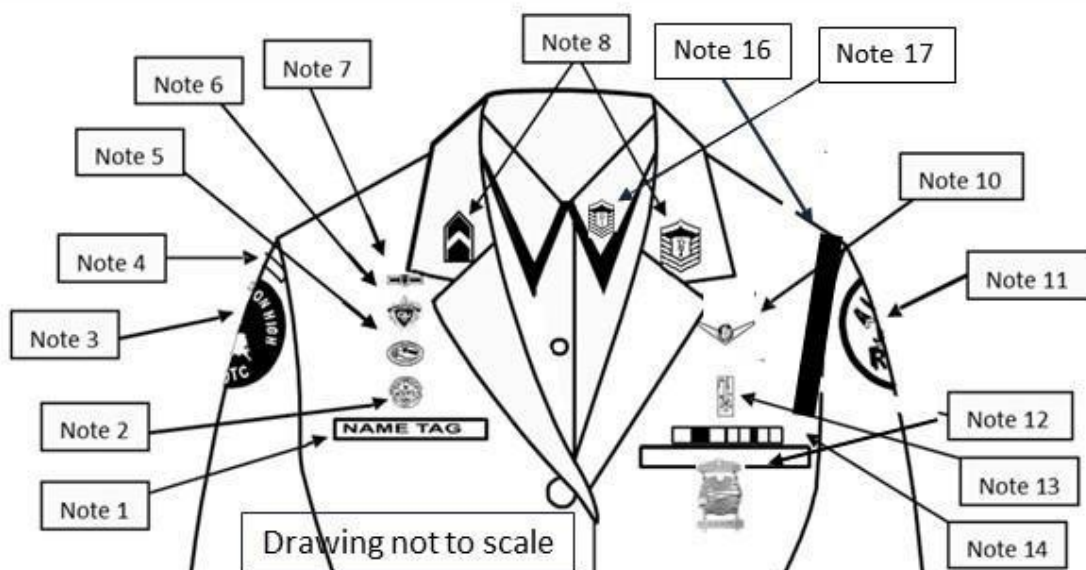
1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place $\frac{1}{2}$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

CADET MALE SERVICE DRESS



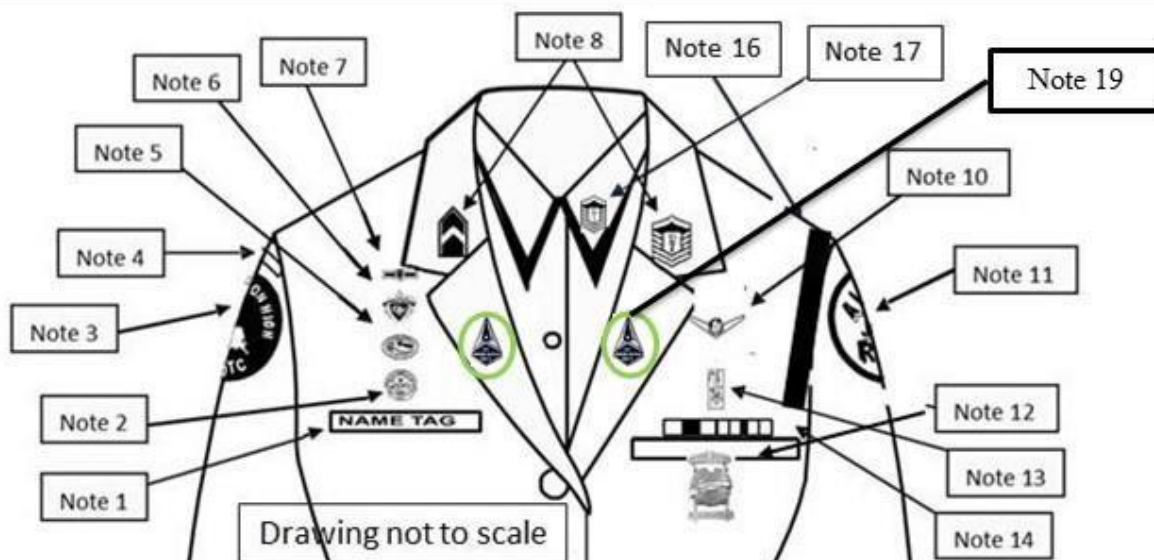
1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place $\frac{1}{2}$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

CADET FEMALE SERVICE DRESS



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

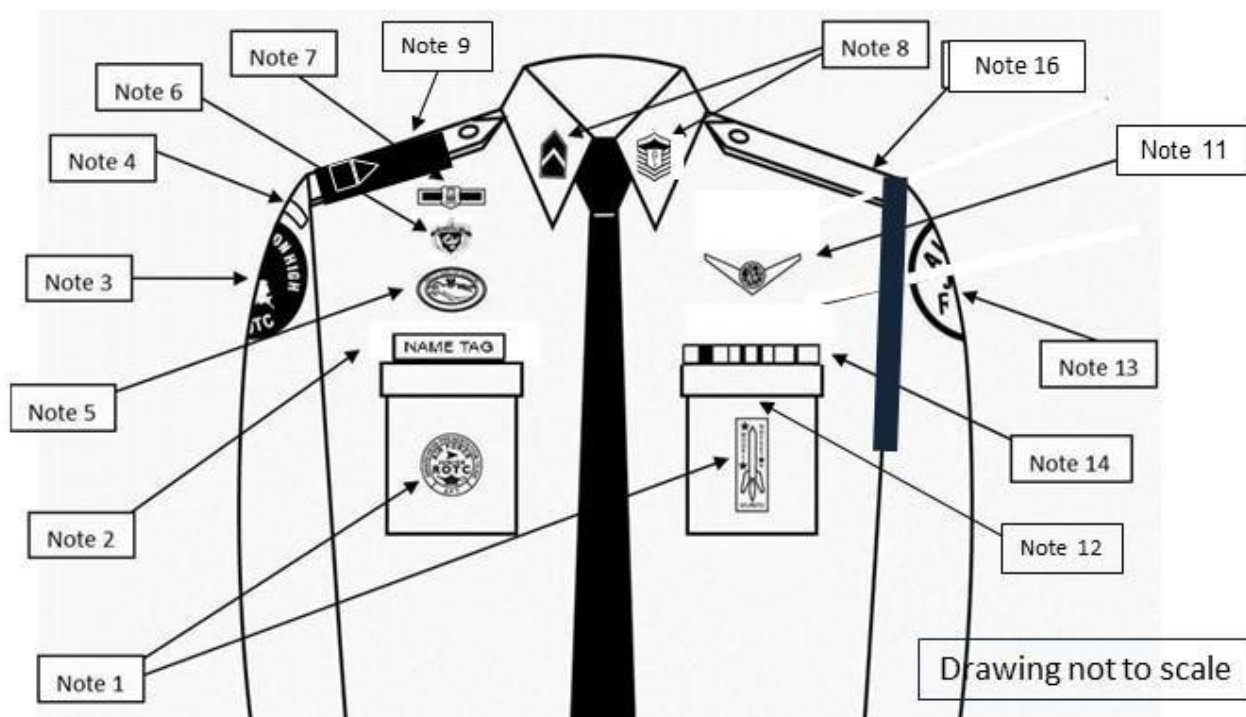
CADET FEMALE SERVICE DRESS



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

Attachment 7-11

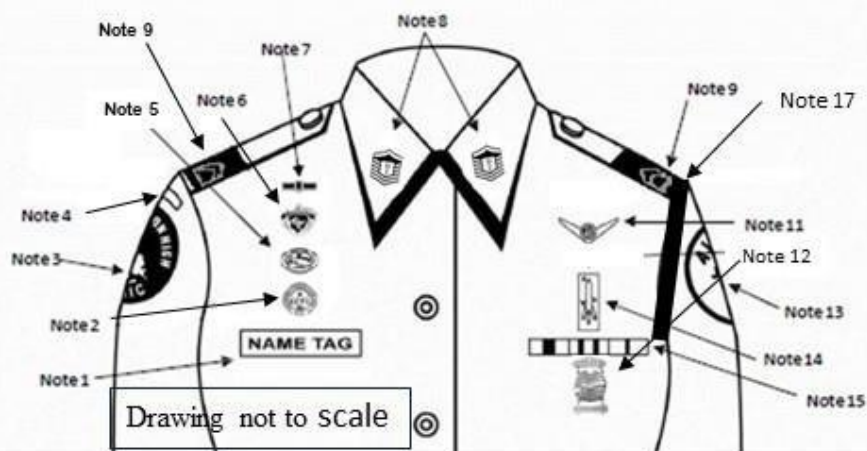
CADET MALE BLUE SHIRT



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

Attachment 7-12

CADET FEMALE BLUE SHIRT



1. Name Tag: Mandatory wear. Blue Plastic with white letters. Without ribbons: centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button. With Ribbons: Even with bottom row of ribbons, centered on right side, parallel to ground and within 1 ½ inches higher/lower than topmost exposed button.
2. Awareness Presentation Team (APT) Badge. See Note 16
3. Unit Patch. Centered on sleeve and ½ to 1 inch below shoulder seam.
4. Shoulder Tab (Metal or cloth). Centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
5. Kitty Hawk Air Society Badge. See Note 16.
6. Aerospace Education Foundation (AEF) Badge. See Note 16.
7. Distinguished Cadet Badge. See Note 16.
8. Grade insignia, mandatory (officer and enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points towards the point of the collar. Officer top point of rank aligned with point of collar. Cadet/Amn Basic have no insignia of any kind on the collar
9. Officers only. When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam. (Use smaller female epaulets only)
10. Deleted.
11. Cadets will only wear one of the following badges, Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. See Note 16 below.
12. Marksmanship Badge - Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. **Marksmanship badges will not be worn with medals.**
13. AFJROTC Patch (white, Lamp of Knowledge), mandatory. Center ½ to 1 inch below left shoulder seam
14. Model Rocketry Badge. See Note 16.
15. Ribbons are optional. Wear all, some or no ribbons earned. If worn, center ribbons on wearer's left, parallel with ground. Align bottom of the ribbons with the bottom of the name tag.
16. Except marksmanship badge. Wear first badge placed ½ inch above silver name tag or ribbons and is centered horizontally. Additional badges are placed ½ inch above previous badge. Order of precedence for badges are as show on the diagram. Distinguished Cadet Badge, then the AEF Badge, then the Kitty Hawk Badge, then the Awareness Presentation Team Badge and lastly the CyberPatriot National Finalist Badge. No more than one Flight badge is authorized.
17. Shoulder Cord. No wider than 1 inch and will be grounded to the seam of the left shoulder under the epaulet. May be solid or multi-colored.
18. **Medals (regardless of what type) are not authorized for wear on this uniform.**

SPACE FORCE JROTC BLUE SHIRT



Female Uniform

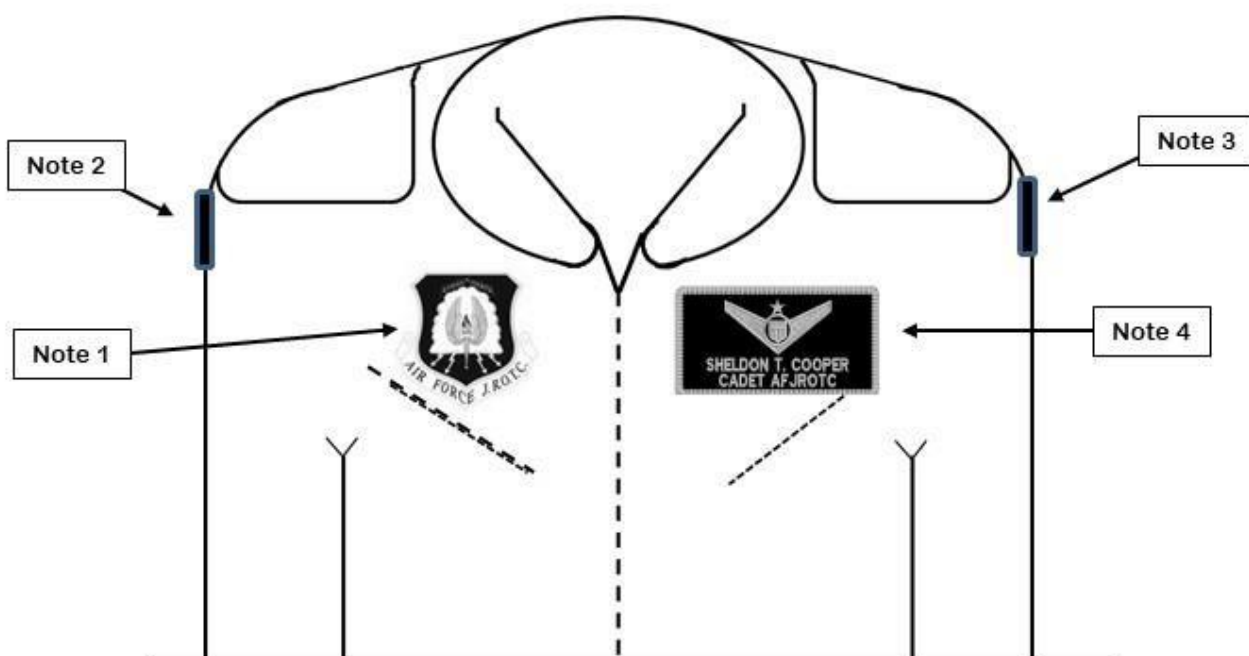


Male Uniform

- Only one of the USSF Distinguished Lapel Insignia will be worn on the men's blue shirt and the women's blue blouse. Both men and women will wear one insignia centered $\frac{1}{2}$ inch above the nametag. The Lapel Insignia is mandatory and not subordinate to other identification badges worn in the same position above the nametag on women's blue blouse.

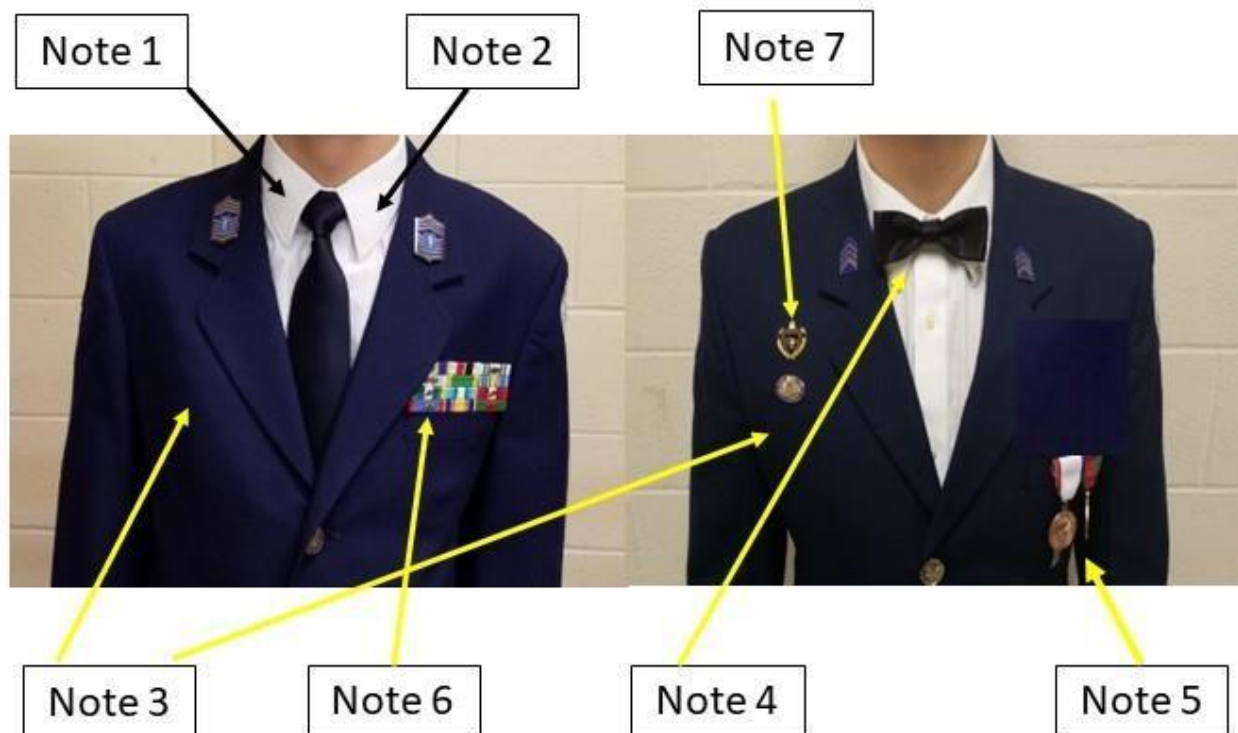
Attachment 7-13

FLIGHT SUIT (Male and Female)



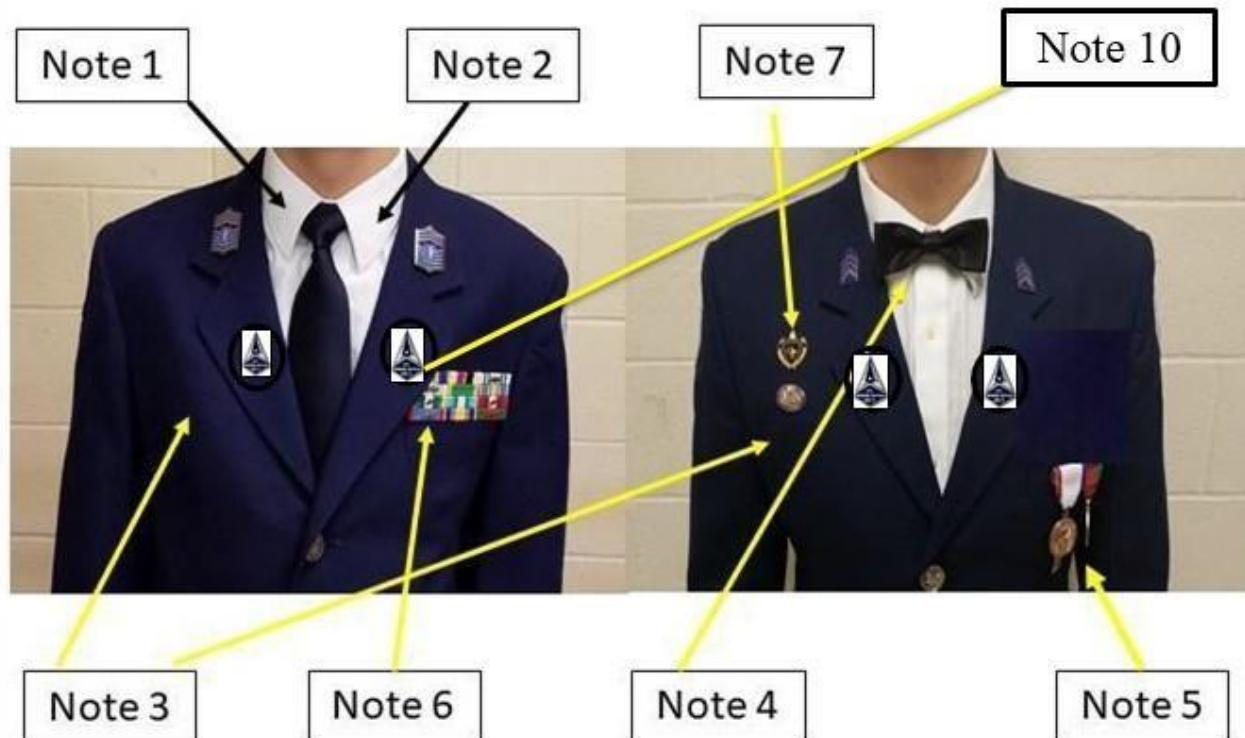
1. * AFJROTC Command Patch (mandatory). **Patches may be sewn directly onto the flight suit or attached using Velcro.** This style of patch may only be worn on the Flight Suit. Cadets can only wear ONE ground school, flight solo or flight certificate badges upon successful completion one of those. (see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

Semi-Formal Dress Uniform



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

Semi-Formal Dress Uniform



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

10. USSF Lapel pin will be centered on lapel, parallel with each other and the floor. Green circles only denote location and are not part of the uniform

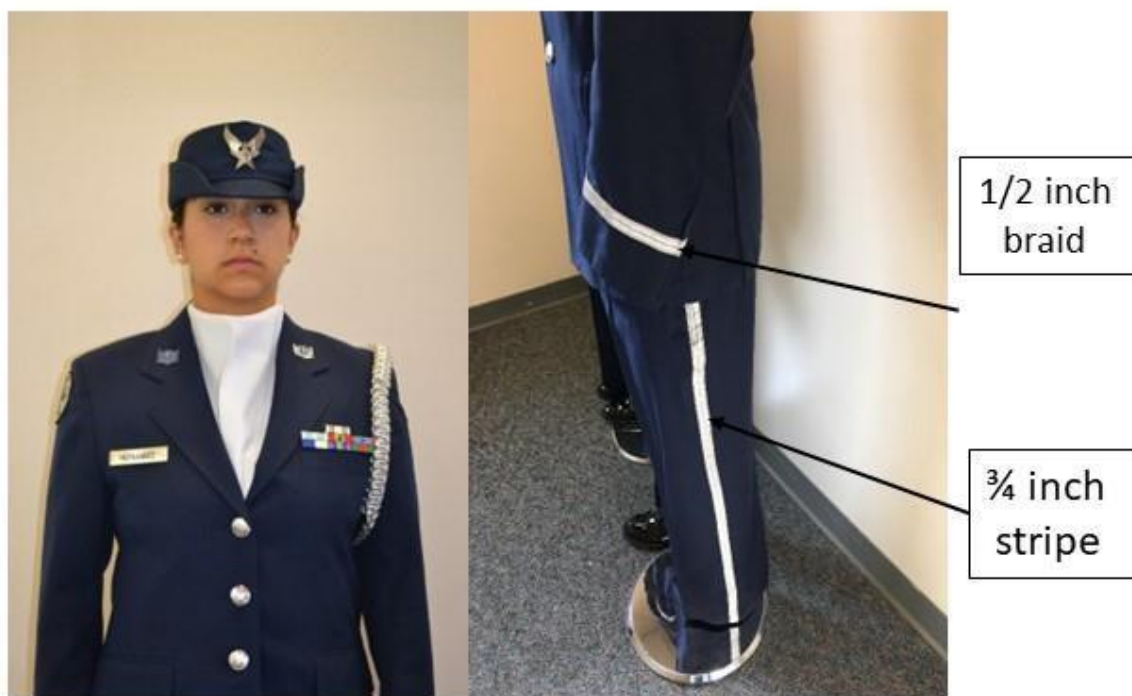
Sample Exhibition Uniform



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

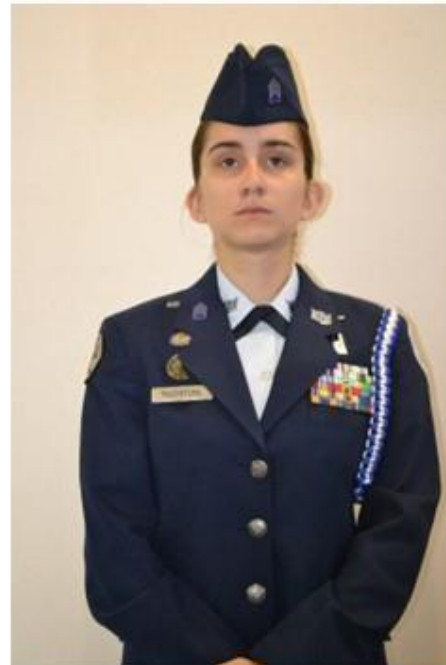
Attachment 7-15 (continued)

Sample Exhibition Uniform



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

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



Attachment 7-16 (continued)

Sample Uniform Pictures



Sample Uniform Pictures



Local Purchased PFT Gear



FEDMALL Purchased Air Force PTG

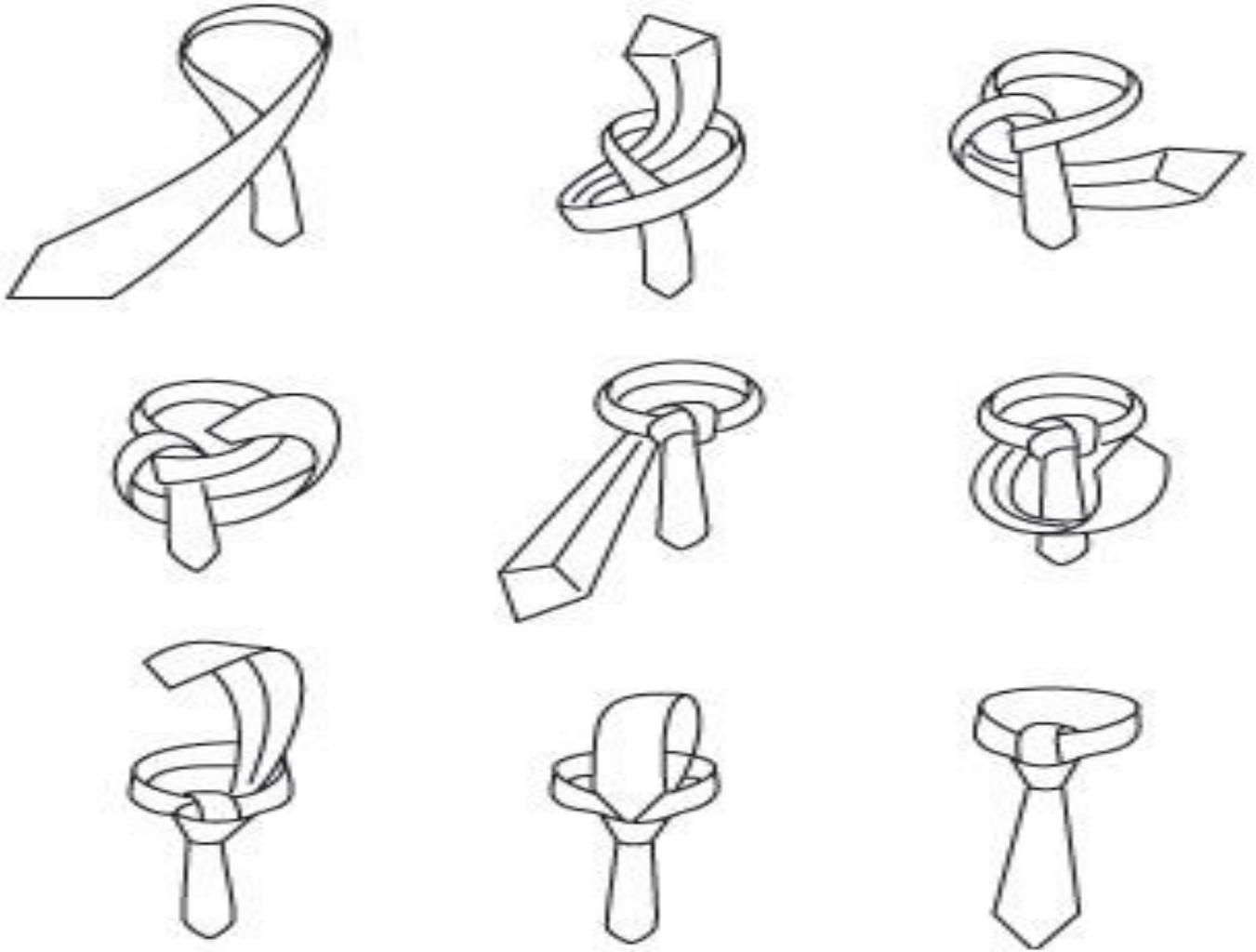
FEDMALL
Purchased Air Force
Sweat Shirt and
Pants



Windsor Knot (Right)

1. With the wide end 12 inches longer than the narrow end, make a loop as shown
2. Bring the wide end around and behind the narrow end
3. Turn the wide end up and put it through the loop of the tie
4. Pull the wide end through and shape carefully

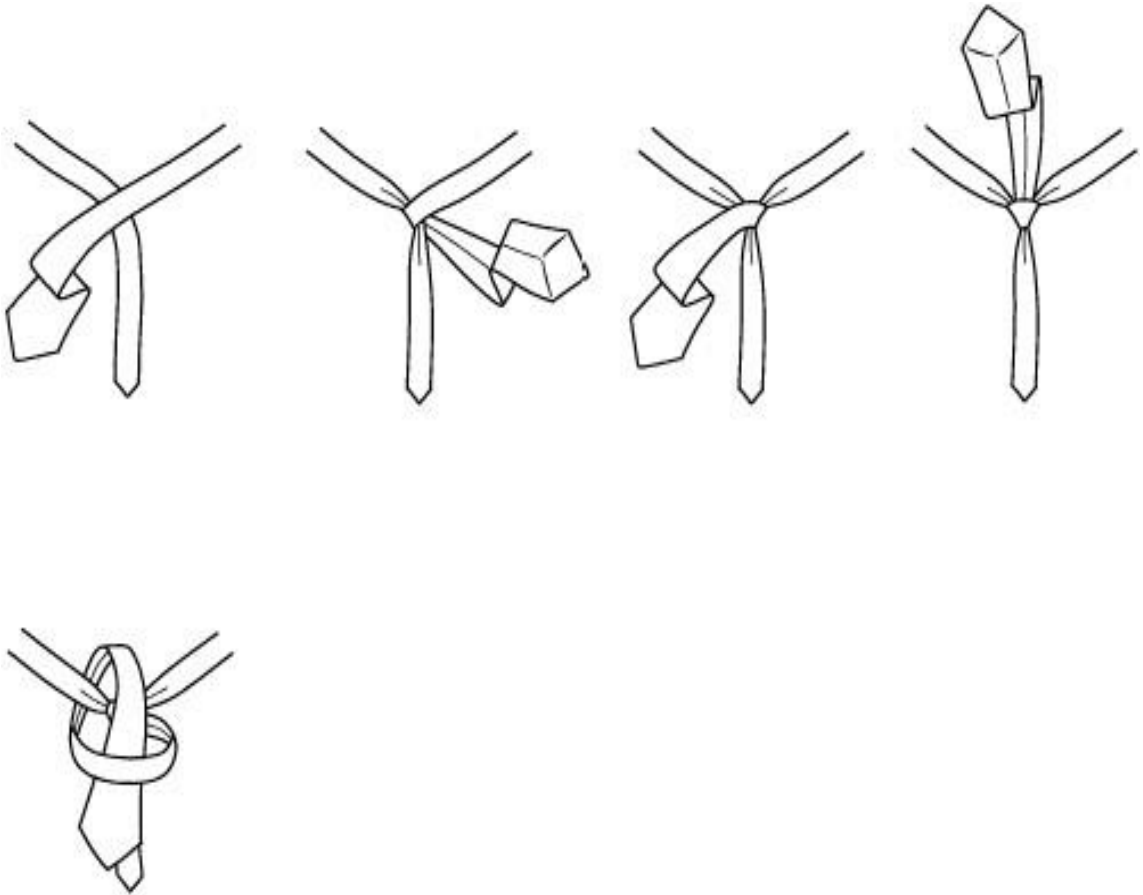
Note: There are several good knot tutorials on YouTube.



Four-In-Hand Knot

1. With the wide end of the tie on the right side
2. Then cross the wide end over in back and to the left bring it completely around the front to your right
3. Bring it back and up through the center
4. Pass it through the loop in front
5. Tighten the knot neatly, forming a "dimple" with your index finger.

Note: There are several good knot tutorials on YouTube.



TX-82nd AFJROTC SAMUEL CLEMENS HIGH SCHOOL UNIFORM INSPECTION REPORT

NAME _____								
FLIGHT _____								
	DATE	DATE	DATE	DATE	DATE	DATE	DATE	DATE
MILITARY BEARING (talking in formation/poor bearing/late to formation -25)								
CADET GUIDE (doesn't have -10)								
HEADGEAR (not worn -20, dirty -10, improper wear -5)								
HAIR/HAIR STYLE (-25)								
FACE (unshaven -20, unauthorized eyebrow lines/unauthorized make-up/improper mustache 10)								
INSIGNIA (not worn -10, improper wear -5)								
TIE/TIE TAB (not worn -10, improper wear/dirty -5)								
PATCHES (not worn -10, improper wear/dirty -5)								
NAMETAG (not worn -10, improper wear -5)								
RIBBONS (not worn -10, improper wear/dirty -5)								
BUTTONS (missing -10, unbuttoned -5)								
BELT (not worn -25, improper wear/dirty -5)								
POCKETS (bulky items -5, unbuttoned -5)								
SOCKS OR HOSE (not worn/wrong color -20)								
SHOES (not shined/improper type -20, dirty -15)								
GIG LINE (not aligned -5)								
T-SHIRT (colored/wrong type/not worn -15, dirty 15)								
FINGERNAILS (unauthorized polish/too long -10)								
JEWELRY (unauthorized items -10)								
UNIFORM (improper type -50, dirty/unpressed 15, unauthorized items -10)								
STRINGS (-2 per violation)								
TOTAL SCORE								

CHAPTER 6

CLOTHING AND EQUIPMENT ACCOUNT

1. Protecting government and school property is each cadet's responsibility. A complete uniform including one to two shirts and pants (males) or one pant and one skirt (females), service coat, light jacket, flight cap and all accessories/rank/insignia are issued to each cadet. ABU uniform items and accessories will be issued to senior cadets. These are all accountable items and must be turned in or paid for by the cadet. Other clothing items are also issued, but are not accountable and do not have to be turned back in: socks, shoes, AFJROTC PT shorts, t-shirts, and sweats; however if these items are lost or damaged, the cadet must purchase replacements. There are also many pieces of government equipment that are used by the cadets and need to be treated properly and protected when in use (cameras, demilitarized rifles, and many other items). Damage or loss of these items will be charged to the cadet using the item(s).
2. Other items of equipment belong to, or are the responsibility of Samuel Clemens High School. This includes items such as computers, software, drill team and honor guard equipment, sports equipment, electronics and many other items. Cadets must use this equipment properly and return it after each use. Damage or loss of these items will be charged to the cadet using the item(s).
3. **EACH ITEM OF GOVERNMENT PROPERTY OR SCHOOL EQUIPMENT MUST BE PROPERLY USED, PROTECTED AND ACCOUNTED FOR AT ALL TIMES. THIS IS YOUR RESPONSIBILITY AS A CADET AND YOU WILL BE HELD ACCOUNTABLE.**
4. At the time you are issued your uniforms and accessories, you will be required to sign a clothing issue form. Each item then becomes your personal responsibility. **IF YOU LOSE IT, STAIN IT, TEAR IT, OR RUIN THE ITEM IN SOMEWAY, YOU WILL BE REQUIRED TO PAY FOR IT.** At the time of issue, you will be advised of the cost of each item. The cost of replacement, however, will be the cost that is in effect when the account is cleared.
5. If you are worried about losing items of your uniform and having to pay for it, just follow these simple rules:
 - a. **DO NOT** leave uniform items in unlocked lockers or unattended in other places at school. This includes the JROTC open areas near the hallways.
 - b. **DO NOT** lend your uniform items, insignias, or other equipment to other cadets or persons.
 - c. **DO NOT** permit another cadet to turn-in your uniform or equipment items.
 - d. **DO NOT** carry the flight cap with your books. If not being worn, tuck it under your belt.
 - e. **DO NOT** place your uniform in the care of others.
 - f. **DO** place your name on each uniform item (in a n inconspicuous place) with suitable clothes tape or indelible ink. If using ink, be sure that bleed-through will not occur (put it on the hat label or on the bottom of the shirt).
 - g. **DO** be alert for uniform or equipment items left or misplaced by others. Turn-in such items to your flight representative.
 - h. **DO** turn in only cleaned and pressed uniform items on hangers or pay the deposit for them to be cleaned.
 - i. **DO** eat carefully so as to avoid spills and stains on the uniform.
 - j. **DO** avoid unpaved/dusty/muddy areas to and from school and on campus to keep shoes looking great.
6. Clothing items that become worn or otherwise unserviceable should be turned in to the Uniform

Custodian as soon as possible. If the unserviceable condition is due to normal wear and tear and proper use, the items will be replaced at no cost. **Items of clothing that do not fit properly should also be exchanged, but returned professionally cleaned with the tag attached.** Once more, if the item is lost, stained or torn, it must be paid for to get a replacement

7. When turning in or exchanging uniform items or equipment, only deal with the designated flight representative or the Uniform Custodian. Make sure your clothing issue form is updated!
8. **Cadets must have their uniforms dry-cleaned throughout the year.**
 - a. All uniform items with the exception of the shirt/blouse, must be professionally dry-cleaned (home dry cleaning products will cause discoloration).
 - b. Shirts may be laundered/pressed with light or no starch.
 - c. Each year someone tries to wash uniform pants. This will ruin them (we can tell) and the cadet must purchase new pants! **DO NOT WASH UNIFORMS.**
9. **NOTE: ALL UNIFORM ITEMS (including coat, jacket, shirts, pants, and ABU top, bottom, boots) MUST BE RETURNED. ALL ITEMS MUST BE PROFESSIONALLY CLEANED WITH THE CLEANING TAGS STILL ATTACHED --OTHERWISE THE CADET MUST PAY \$30.00 UPON TURNIN FOR CLEANING.**
10. IF THERE ARE DISCREPANCIES IN THE CADET'S CLOTHING OR EQUIPMENT ACCOUNT, STUDENTS WILL BE PLACED ON THE SCHOOL OBLIGATION ACCOUNT LIST. CLASS CREDIT WILL NOT BE AWARDED, TRANSCRIPTS WILL NOT BE ISSUED, NOT ALLOWED TO REGISTER FOR SCHOOL AND AFJROTC CERTIFICATES WILL NOT BE ISSUED UNTIL THIS IS CLEARED.

CHAPTER 7

SALUTING/PLEDGE OF ALLEGIANCE/NATIONAL ANTHEM RULES

1. The salute is a courteous exchange of military greeting the world over. Military personnel consider the salute a courteous and respectful greeting between members and it is one of the oldest traditions binding military professionals together.
2. You will be taught the proper manner of saluting and the rules, which govern its use among the military services. Normally, only commissioned officers are saluted by those of lesser rank, however, in order to give you the opportunity to learn and practice saluting, there are special rules at Samuel Clemens High School governing the salute and saluting areas, which you must know and follow.
3. **When outdoors and in uniform saluting is always appropriate. Remember, if you are initiating the salute, you must hold it until the person being saluted returns it.**

The salute is initiated by enlisted cadets when greeting any:

- a. cadet officers,
- b. any commissioned officer of the Armed Services,
- c. the SASI when in uniform.

The salute is initiated by cadet officers, when greeting any:

- a. commissioned officer of the Armed Services,
- b. cadet officers senior in rank, and
- c. the SASI when in uniform.

Saluting at Samuel Clemens High School is always required when outdoors and in uniform, except in the designated "no hat" areas when eating. If walking through these areas, the salute is still required. Saluting on military installations during field trips **is always required** while outdoors and in uniform.

4. **The salute is rendered in-doors only when cadets are reporting to cadet officers or the SASI.** The proper sequence of reporting includes coming to the position of attention, rendering the salute, and making appropriate statements such as "Sir, Cadet Smith reports as ordered", or "Ma'am, Cadet Smith requests a conference." The cadet holds the salute until it is returned or otherwise acknowledged. After the subject of the reporting is complete, the cadet comes to attention and salutes and leaves after the salute is returned.
5. **A salute is never given or returned while running.** The cadet will come to a quick time (to a walk) and render the salute when approximately five paces from the officer. **The cadet should render the salute in time for the senior member to return it.** If carrying articles in both hands, verbal greetings should be exchanged.
6. Cadets not in uniform **MAY** salute as if they were in uniform.
7. Cadet Officers and Noncommissioned Officers must correct saluting errors in a courteous and helpful manner. All cadets are expected to accept such corrections graciously.
8. **THE UNITED STATES FLAG:** If a cadet **in uniform** observes the American Flag being raised or lowered from any flagstaff, he or she will assume the position of attention, render the salute and hold it until the flag has reached the summit or base of the flagstaff. If the cadet is **in civilian clothes**, he or

she will assume the position of attention and place the right hand over the heart. If a cadet is in civilian attire and is wearing headgear, he or she will remove it and hold the headgear to his or her left shoulder so that the right hand is over the heart.

9. **PLEDGE OF ALLEGIANCE TO THE FLAG:**

If the Pledge of Allegiance is recited **INDOORS** and a cadet is **in uniform**, the cadet should stand at attention, remain silent, and face the flag. If most of those present are in civilian attire, however, the cadet may exercise the option of joining others in reciting the pledge.

If the Pledge of Allegiance is recited **OUTDOORS** and a cadet is **in uniform**, the cadet should stand at attention, remain silent, face the flag, and render a salute until the pledge is over.

If the Pledge of Allegiance is recited **EITHER** indoors or outdoors and a cadet is **NOT in uniform**, the cadet should stand at attention, face the flag, and recite the pledge. The right hand is over the heart during recitation, and males will hold hats, if worn, as prescribed in paragraph 7.

10. **NATIONAL ANTHEM:**

If the National Anthem is being played, and a cadet is **in uniform** and is **INDOORS** the cadet should face the flag, stand at attention, and not salute. If the flag is not present, face the music, and do not salute.

If the National Anthem is being played, and a cadet is **in uniform** and is **OUTDOORS**, the cadet should stand at attention, face the flag, if visible, or face the sound of the music if it is not visible, and salute. If no flag is visible and the music is recorded and coming from speakers, the cadet should simply face straight ahead and salute.

If the National Anthem is being played, and a cadet is **not in uniform**, and the cadet is **EITHER** in or outdoors, the cadet should stand at attention, face the flag, and place the right hand over the heart (men will also hold the hat in the right hand as prescribed in paragraph 7).

CHAPTER 8

HOMEWORK and MAKE-UP WORK FOR SCHOOL ABSENCE

1. **AFJROTC classes are no different than other high school classes when it comes to assignments; you are expected to complete the assignments and turn them in on time.**
Normally, you will be given time in class to finish assignments and they will usually not be taken up for at least two days, allowing you plenty of time to finish. The majority of the work will be short reading assignments, and open/close book quiz. It is your responsibility to turn in your assignments when they are due. Assignments not turned in on time are given a grade of zero unless there are extenuating circumstances approved by the instructor.
2. **Your homework also includes getting ready for your AFJROTC class each day.**
 - a. **Always bring the appropriate book/workbook and pencils/paper to class with you.** If you do not come prepared for class, you will not be able to do the assignments.
 - b. **Always wear shoes appropriate for marching** as you will likely march at least some each day. Proper shoes are those with full coverage of the heel and toes, with normal soles. Most tennis/athletic shoes or leather shoes are appropriate. Sandals, flip-flops, high heeled shoes, and shoes with stacked soles or other fad styles are not, as injuries are likely to occur when pivoting and turning.
Repeated offenses will result in removal from AFJROTC.
 - c. **Assemble your required uniform or pack your PT clothes the night before**, so you don't forget anything the next morning. Remember your toiletry items for PT days.
3. **Homework make-up is the sole responsibility of each student, not the instructor. This is school policy.** If you have been absent, you are expected to ask EACH instructor what you missed and the assignment, the day you return at the beginning of class. If you do not ask, and a quiz, test, homework, video notes, inspection, etc., were given on the day(s) you were absent, expect a zero for those grades. You will normally make up the work (for the applicable instructor) within two days of the absence.
FOLLOW SCHOOL RULES. The number of school days that you were absent is the number of days that you will have to make up your work. If you are not sure whether something was missed, **ASK**
4. **PARENTS AND CADETS TAKE NOTE: IF YOU ARE ABSENT ON A DAY ON WHICH UNIFORMS ARE TO BE WORN, YOU MUST MAKE IT UP (WEAR YOUR UNIFORM AND ASK TO BE INSPECTED) ON THE FIRST DAY YOU RETURN TO SCHOOL.** Prolonged absences will be dealt with on a case-by-case basis, again talk to your instructor **If the cadet did not wear your uniform/PT uniform as required and were not absent, the cadet will not be allowed to make up the grade.**
5. **GRADES FOR ALL MISSED WORK ARE ENTERED AS ZEROS UNTIL YOU COMPLETE THE WORK. IF YOU FAIL TO MEET THE DEADLINE FOR THE MAKE-UP/LATE WORK OR UNIFORM MAKE UP, THE GRADE WILL REMAIN A ZERO.**

CHAPTER 9

LEADERSHIP DEVELOPMENT REQUIREMENTS (LDRs)/CO-CURRICULAR and OTHER AFJROTC ACTIVITIES

1. **LEADERSHIP DEVELOPMENT REQUIREMENTS**, such as those presented below, add interest and prestige to the cadet corps. Cadets are strongly encouraged to participate in at least one of them. Participation in these activities is contingent on academic eligibility. This means cadets must achieve and maintain passing grades in all their courses during each grading period to participate. Unexcused absences to LDR meetings, practices, events and/or competitions is absolutely unacceptable! LDR absences must be coordinated with the applicable LDR Instructor/Coach in order to be excused. Unexcused absences may result in suspensions or removal from the LDR activity. LDR activities are AFJROTC-sponsored and school-approved teams and/or committees that normally plan or participate in events conducted outside classroom hours (before school/after school). These events are planned, organized and executed by the cadet corps while being supervised by a certified AFJROTC Instructor. Committees plan events such as the Military Ball, parades, award ceremonies, etc. Teams participate in drill competitions, orienteering competitions, Raiders team/competition, Color Guard, marksmanship, Saber Team, model rocketry, multicopter, RC airplane, PT Teams, APT Teams, etc. **NOTE:** LDR activities does not include CIA Trips, but could include community service (i.e., Color Guard presenting Colors, teams serving the community).

a. **HONOR GUARD:** This consists of two elite units, which practice regularly:

- (1) **COLOR GUARD:** This elite group has the honor of presenting and posting the national, state and school colors at important school and community activities. Distinctive uniform items are worn (helmets, pistol cords, shoulder cords, ascots, etc.) However, considerable effort is required to become a member of this elite group. The honor, however, more than compensates for the effort required. Potential members are recommended by Sqdn/Flight Commanders and selected the ASI/SASI.
- (2) **SABER GUARD:** This elite group has the honor of performing at special events such as Homecoming, Awards Night, the Military Ball and other special occasions by learning how to perform a "saber arch" in front of large audiences. Distinctive uniform elements are worn. Potential members are recommended by Sqdn/Flight Commanders and selected by the ASI/SASI.

- b. **DRILL TEAMS (ARMED & UNARMED):** Much effort is required in this activity. Here you will take the skills you have learned in normal classroom drill and ceremonies to a new level of expertise and precision. Drill teams compete statewide, so this will involve travel overnight to some locations. To be a drill team member requires before and after school practice, learning the manual of arms, extreme concentration, complete compliance with the drill team commander's commands, extra care of the uniform and the desire for public competition.

NOTE: It is not enough to want to be on a drill team--cadets must earn this honor through demonstrated expertise, grades, and attitude in all school classes--especially AFJROTC. Cadets must perform all assigned AFJROTC duties exceptionally well to be selected and to remain on the drill team. With the exception of the Drill Team Commander, being on the drill team does not count as a corps job for AS-IIs and above.

- c. **MODEL ROCKETRY & MULTI-COPTER (DRONE) TEAMS:** Participants in these activities will learn to build and launch rockets at scheduled launches, and learn to fly and control the multi-copter. They will give public performances at community and school activities and participate in city and state competitions. Cadets who meet the qualifications established by the AFJROTC Program may also be awarded a model rocketry badge to be worn on the uniform. **The note that applies to the drill team membership also applies to those seeking to be on the competition rocketry and multi-copter teams.**
- a. **SPIRIT TEAM:** Participants in this activity will support the football team and any other SCHS athletic teams by running and flying the SCHS “B U F F S” flags at both home and away football games. Spirit Team members will also perform push-ups and provide any other needed support to at all football games. Participants must be motivated, physically fit, have lots of school spirit, and **ALWAYS** represent SCHS and the TX-82nd in a proud manner.
- b. **LAND NAVIGATION/ORIENTEERING TEAM:** Participants must be physically fit and be able to work as a team. Participants will learn and develop valuable map reading, map usage, and critical survival skills while experiencing the suspense and excitement of a treasure hunt. The object of orienteering is to locate control points by using a map and compass to navigate through the woods.
- f. **PHYSICAL FITNESS TEAM:** Participants must be physically fit and be able to perform fitness and strength activities in a competitive environment. Participants will learn and develop valuable health and wellness concepts as well as how to exercise good sportsmanship. The object of physical fitness is to outperform cadets from other units during various physical training activities.
- g. **MARKSMANSHIP TEAM:** Participants must exercise discipline and precision in order to be successful in the Marksmanship program. Participants will learn and develop valuable marksmanship skills as well as how to safely handle and operate the rifles and equipment that are used for practices and competitions.
- h. **AWARENESS PRESENTATION TEAM (APT):** Members of this team participate in school and community anti-drug awareness programs as well as community outreach efforts. Members give drug/alcohol awareness presentations to grade school and students. Cadets who meet qualifications established by AFJROTC are eligible to wear the APT badge. These presentations are usually done during school hours. A few projects may be done after school or on weekends such as Special Olympics, etc.
- i. **KITTY HAWK AIR SOCIETY (KHAS)—TUTORING TEAM:** Members of this group apply and are interviewed based on service given and on academic excellence. This serves as an honor society within the corps and conducts service and tutoring programs. The primary purpose of this program is to tutor other cadets and students.
- j. **SCHOOL EVENTS SUPPORT TEAM:** Members of this group provide support to school athletics and other events by assisting as parking assistants, ushers, escorts, or other capacities that are vital to contributing to a successful event.
2. **CO-CURRICULAR ACTIVITIES** enhance and amplify the in-class learning provided by the AFJROTC curriculum and cadets are strongly encouraged to participate to “put into action” what they have learned. Permission slips will be sent prior to each event.

- a. **FORMAL SOCIAL ACTIVITIES:** The cadet corps conducts one major social events in the evening, a Military Ball, where military protocols and customs/courtesies are learned in class, are observed. This event is a lot of fun and is really enjoyed by the cadets.
 - b. **LOCAL FIELD TRIPS:** These trips are considered an important part of the Aerospace Science Course and give the cadets a “hands on” look at subjects we are studying. These trips are usually done during the school day and must have the approval of the other teachers if class time outside of the AFJROTC class will be missed. These may include trips to local military bases, local colleges and the airport as examples. Each year we conduct a few field trips to locations outside the local area.
3. **OTHER AFJROTC ACTIVITIES:** These activities support AFJROTC projects, esprit-de-corps, camaraderie and/or allow the cadet corps to function as a cadet run organization. They are voluntary, but are vital to having a fun and interesting program. We ask that cadets and their parents/guardians support these activities as much as possible.
- a. **FUNDRAISING:** Various fundraising activities are conducted to support curricular, co-curricular and many other cadet functions and projects. We follow all guidelines of the school district and try to only do two to three fund-raisers per year. These are completely voluntary and have no impact on a cadet’s grade. We only ask for the best efforts of all our cadets to help us keep a dynamic and fun program.
 - b. **FLAG CEREMONIES, LOCAL PARADES, CIVIC CEREMONIES, HIGHWAY CLEAN-UPS, ETC:** There are literally too many functions and projects to list that AFJROTC TX-082 supports. These are a great way to show off the cadets in the community and a lot of fun as well. We ask for volunteers for these events and ask parents/guardians to come out and show their support.

NOTE: As a cadet if you volunteer for one of these organizations or activities you are obligated to participate and show up on time in the required uniform. Other cadets and the unit are now counting on you and the opportunity may have denied to others. Unexcused failures to do so will be considered a display of poor attitude and may be cause for dismissal.

NOTE: PRE AND POST ACTION REPORTS: Many of the above projects and activities will be led by a cadet charged with the responsibility of planning and conducting the event as part of our leadership training. Once appointed, the cadet must turn in a pre-action planning report within three school days and then a post-action report within three school days of the end of the event. Blank copies of these reports are in the cadet office and require a minimum of:

- a. A cover page with the cadet in charge’s name on it, along with the date and name of the activity.
- b. A summary of what will be required to conduct the project/event, who, what, when, etc and a list of anticipated expenses.
- c. A checklist detailing everything that had to be done in order to accomplish the activity.
- d. A list of problems/solutions that you had while planning, coordinating and carrying out the activity. A list of participants along with recommendations for awards.
- e. Recommendations for next year.

Cadet and Parent AFJROTC Leadership Development Requirement (LDR) Contract

I understand that participation in the LDR activity of _____ requires attendance and participation in practices, meetings, competitions and events, mostly outside of normal school hours. I also understand this participation will require a high level of dedication and commitment on my part, and to always be in GOOD ACADEMIC STANDING. In particular, I will do the following items:

- a. Attend meetings, practices and events as directed/scheduled by the JROTC Instructor/Coach who is over the activity. (NOTE: Be on time!)
- b. Be totally prepared by wearing the proper shoes and attire in order to fully participate.
- c. Maintain a proper haircut/hairstyle of a natural looking color and adhere to the grooming standards explained in Chapter Four of the Cadet Guide. Follow the standards of good behavior and conduct on campus and in all my classes, as I represent AFJROTC at all times.
- d. Notify the JROTC Instructor/Coach if unable to attend and/or participate in a LDR practice, meeting, and/or event.
- e. Understand that I may be suspended and/or removed from the _____ if I accumulate 3 unexcused absences from practices/meetings, fail to maintain standards of good behavior and conduct, or if I do not remain in good academic standing.

Printed Cadet name _____ Period: _____

Cadet Signature

Date

I fully support my student's participation in the AFJROTC program and the LDR activity/activities they join. Additionally, I understand the following: (1) my child must be provided transportation home within 15 minutes of the practice/meeting/event ending, (2) my student will be held responsible for all rules and standards covered in the Cadet Guide, and (3) I will provide email correspondence no less than one-day prior to an LDR practice if my child is unable to attend.

Parent/Guardian Signature

Date

CHAPTER 10

CADET RANK, PROMOTION AND DEMOTION

1. The quest for promotion provides constant challenge and motivation to members of the active Air Force as well as members of the AFJROTC program. The challenge and motivation are appropriate since the change of insignia that accompanies a promotion reflects visible evidence of progression and standing among one's peers. Also, the insignia is evidence of growing maturity, the ability and willingness to accept additional responsibility, and a demonstrated growth in leadership.
2. There are two types of grades a cadet may hold:
 - a. **PERMANENT GRADE:** Permanent grades (rank) and all permanent promotions are dependent upon continuous satisfactory service and increase one grade each year from AS-1 to AS-3. When a cadet becomes an AS-4, they become an officer and is assigned the rank of C/2Lt for the permanent grade of a 4 year AFJROTC cadet. **The permanent grades authorized to each Aerospace Science year are as follows: AS 1-Cadet Airman, AS 2-Cadet Airman First Class, AS 3-Cadet Senior Airman, and AS 4-Cadet 1st Lieutenant.** These grades will be earned and assigned at the beginning of the second semester and will be commensurate with the cadet's year as an AFJROTC cadet.
 - b. **TEMPORARY GRADE:** This grade (rank) is initially based on the position (job) the cadet is assigned within the corps. **Temporary promotion** is not automatic, but instead **depends on the performance of the cadet.** All cadets with temporary grades have the opportunity for qualification and selection to higher temporary grades at SASI/ASI discretion. Since the grade is temporary, it may or may not be carried over from semester to semester. Temporary grades are awarded only when they are higher than permanent grade. A cadet who has both a temporary and a permanent grade, therefore, will always wear the temporary grade since it will always be the higher of the two. Promotion to higher temporary grades will be considered at the beginning of the Spring semester OR periodic intervals by the SASI, and will be based on recommendations by the appropriate cadet class instructor and supervisors. Spot promotions for exceptional performance may be awarded by the SASI or by recommendations to the SASI by the ASI. **If you want to get promoted, get involved, stay involved, and do your job well!**
 - c. **RANK ASSIGNMENTS:** The corresponding rank will be awarded/assigned as follows:

Corps Commander	C/Col
Vice Corps Commander	C/Lt Col
Squadron Commanders	C/Maj/Lt Col
Squadron Deputies	C/Capt/Maj
Command CMSgt	C/CMSgt
Executive Officer	C/Capt/Maj
Inspector General	C/Capt/Maj
Flight Commanders	C/1Lt/Capt
Flight Sergeants	C/TSgt/MSgt
3. AS 4 and AS 3 cadets normally will fill cadet officer and SNCO positions, second priority is given to AS 2 cadets. Consideration is given for previous military training, such as Civil Air Patrol and/or prior JROTC training. AS I cadets are normally not considered for cadet officer and NCO positions, but exceptional cadets are the exception.

4. **Normally cadets will be assigned a temporary grade one grade lower than authorized for the position, in order to allow for promotion later, based on job performance.** Usually cadets will not hold a grade higher than that authorized for that position. Exceptions may be made by the SASI for AS 3 or 4 cadets who are assigned to special functions or advisory positions, where their particular talents can be used to benefit the group.
5. The SASI will select the cadet corps commander and vice-commander. They, in turn, will nominate cadets to other corps leadership positions, subject to the approval of the SASI and ASIs. All cadet appointments/promotion actions approved by the SASI will be announced in a special order published by the Executive Officer.
6. General promotion procedures for temporary rank are described below.

- a. Cadet promotions are based on the "WHOLE PERSON" concept, with consideration given to the following areas:

SCHS CLASSROOM AND ACADEMICS (40 points possible)
AFJROTC COMMUNITY SERVICE INVOLVEMENT (30 points possible)
AFJROTC LDR OR SCHOOL EXTRA-CURRICULAR INVOLVEMENT (30 points possible)

NOTE 1: CADETS MUST RECEIVE A PROMOTION RECOMMENDATION SCORE OF AT LEAST "90" AND BE PASSING ALL CLASSES TO BE ELIGIBLE FOR PROMOTION CONSIDERATION.

NOTE 2: IF A CADET HAS A FAILING GRADE AT THE END OF THE FIRST SEMESTER, THEY ARE INELIGIBLE FOR PROMOTION. IF A CADET DOES NOT GET PROMOTED AT THE BEGINNING OF THE SPRING SEMESTER, THEY MAY SUBMIT THEMSELVES FOR SUPPLEMENTAL PROMOTION CONSIDERATION AT THE END OF THE THIRD GRADING CYCLE IF THEY BECOME ELIGIBLE.

- b. Cadets who seek promotions will be tasked to accomplish the following "TX-82nd Promotion Recommendation Form" at the beginning of the Spring semester:

TX-82ND PROMOTION RECOMMENDATION FORM

Name (Last, First) _____

Flight _____

Current AS Year (1, 2, 3, 4) _____

Current Rank _____

Current Job _____

NOTE: Cadets must receive a promotion recommendation score of at least “90” AND be passing ALL classes to be eligible for promotion consideration.

SAMUEL CLEMENS HIGH SCHOOL ACADEMICS AND CAMPUS CITIZENSHIP (40 points possible)

Minus 5 for every missed teacher initials and derogatory comment. N/A for AFJROTC class period.

Period	Teacher Initials	Class	1 st 9 Weeks Grade	Semester Grade
1				
2				
3				
4				
5				
6				
7				
8				

Attention Teachers—If you would like to provide brief, one-line comments that should be considered in the decision process on whether this student cadet should be promoted to a higher rank in AFJROTC, please provide below:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____

AFJROTC COMMUNITY SERVICE INVOLVEMENT (30 points possible)

Minus 10 points for every community service hour under “10”

How many community service hours do you currently have? _____

AFJROTC LDR AND/OR SCHOOL EXTRA-CURRICULAR INVOLVEMENT (30 points possible)

Have your JROTC LDR Instructor or your extra-curricular activity Coach/Director evaluate and provide the number of points they think you have earned based on the practices you have attended, events participated in, and overall effort.

Coach/Director Points (1-30) _____, Initials _____

JROTC LDR Points (1-30) _____, Instructor Initials _____

List any school extracurricular activities you were involved in.

7. DEMOTION: Demotion is a disciplinary measure intended to correct a serious deficiency in a cadet's attitude, performance, and/or behavior. If a cadet holds any rank other than their permanent rank, they will

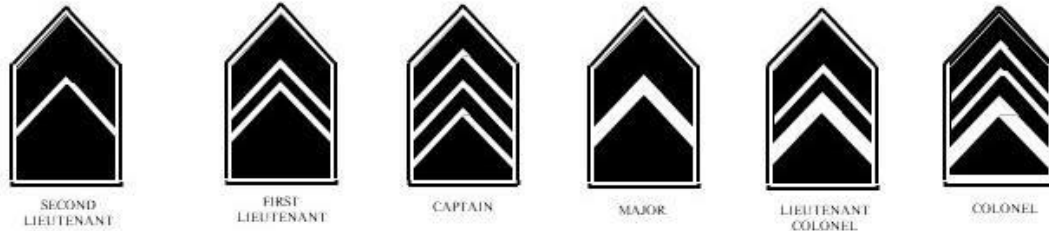
be demoted to the permanent rank of their applicable AS year. If a cadet holds the permanent rank of their applicable AS year, they will be demoted to the permanent rank of previous AS year. Demotion occurs, but is not limited to the following:

- a. A cadet officer or NCO displays a poor attitude and fails to lead by example.
- b. A cadet officer or NCO fails to wear the proper uniform or PT uniform.
- c. A cadet officer or NCO fails a class or is a disciplinary problem at school.
- d. A cadet officer or NCO fails to do their assigned corps job or does it very poorly.

The nature of the infraction and number of incidents (for example uniform) will be considered in the extent of the demotion. NOTE: Demotion is also a learning tool and should be considered as such. If the deficiency is corrected and a positive attitude is shown, the cadet can regain their rank/position sooner rather than later.

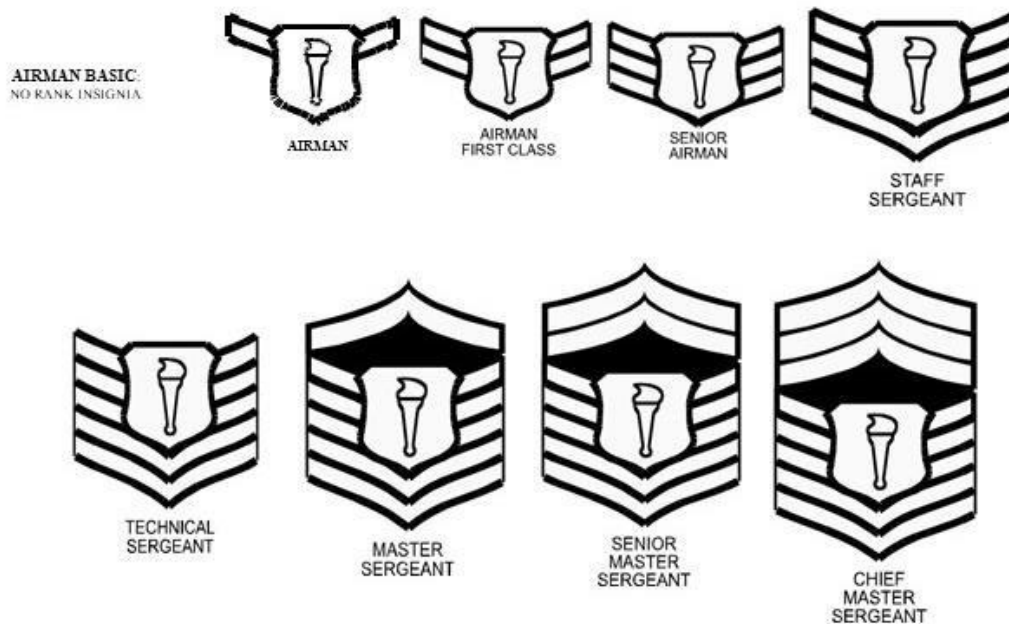
AIR FORCE JROTC RANK INSIGNIA

CADET OFFICER RANK



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

CADET ENLISTED RANK



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

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

AIR FORCE RANK



CHAPTER 11

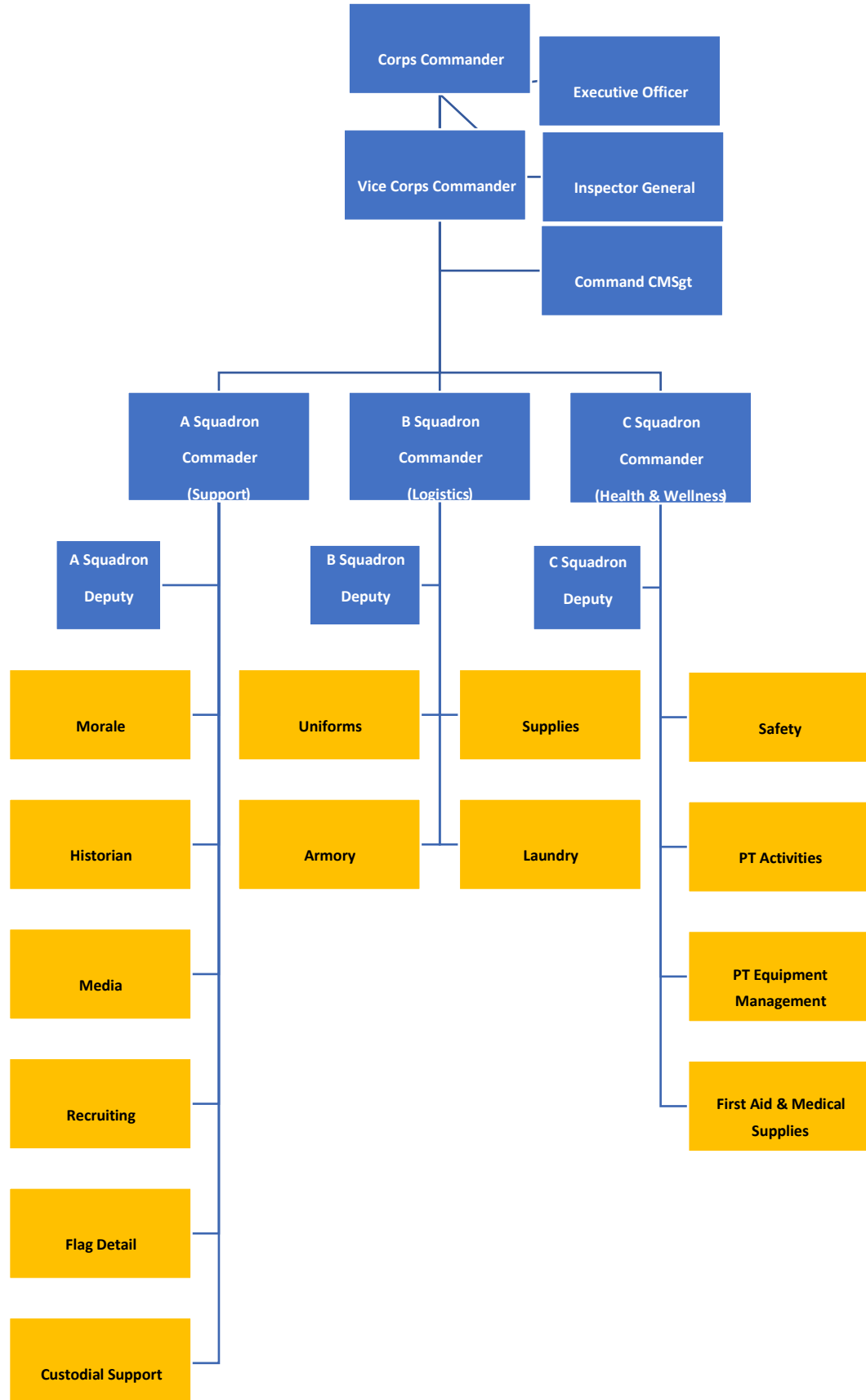
ORGANIZATION OF THE TX 82ND AFJROTC GROUP

1. Organizational charts break the functions of the organization down to specialized tasks. The responsibilities associated with each task are found in the corresponding job descriptions in the next chapter of this guide. Each cadet should become familiar with all of the job descriptions, in order to gain a more complete understanding of those jobs as they relate to the total cadet group. **PLEASE REFER TO THE ORGANIZATIONAL CHART MODEL ON THE NEXT PAGE AND CURRENT TX-82ND ORGANIZATIONAL CHART POSTED IN EACH AFJROTC CLASSROOM.**
2. The organizational chart reflects a **CHAIN OF COMMAND** by a solid line connecting the functions or positions. Information, guidance, and decisions flow up and down the chain of command in the form of oral or written communications. Information and recommendations, which are used by cadet leaders in decision-making, flow up the chain of command. Information flow and coordination between lateral functions are also necessary for efficient staff planning and action. Unless there is a free communications flow throughout the organization, the group will quickly become ineffective.

Note: Cadets should raise any AFJROTC issues or concerns through the chain of command to let cadet supervisors have a chance to work the problem; however, all cadets may come to directly to the ASI or SASI with any concerns of an immediate or personal nature or those they aren't comfortable discussing with fellow cadets.

3. Important functions of this hierarchy, including those above and below other cadets, are the supervision of subordinates, recommendations for awards, promotion, demotion, and counseling, communication, and delegation of tasks. All these are important items all cadets should know.

TX-82ND ORGANIZATIONAL CHART



CHAPTER 12

POSITION DESCRIPTIONS

1. As with the active USAF, responsibilities and duties increase with grade and rank. Each cadet is expected to prepare for assuming additional responsibility in order to assume the duties of higher positions. The following position descriptions outline the major duties of each leadership position in the TX-82nd. However, it is impossible to list all the duties of each position that may be required to be successful. You must use your judgment to do what is needed to get the job done.
2. Throughout your experience on the cadet staff, you will be looked upon to provide leadership training to others in the corps. In each of these positions you must learn to work together with your fellow staff members, to train and motivate your subordinates, and above all, **to lead by example at all times.**
3. The Vice Corps Commander to serve during the second semester of the current school year will be selected by the Instructor Staff in December. This cadet will then take over as the Corps Commander in the Fall semester of the following school year.
4. Squadron Commanders will select their Squadron Deputies and functional area Officers and NCOs at the beginning of each school year.
5. Position descriptions are listed in the following paragraphs:

A. Corps Commander (CC) is responsible for:

1. Command and control of the group, using staff and subordinate commanders.
2. Appearance, discipline, and status of training in the unit.
3. Assisting the instructors in conducting leadership training.
4. Establishing corps goals, projects and target dates.
5. Inspecting and evaluating officer performance.
6. Convening and chairing weekly staff meetings.
7. Conducting management training for the senior staff.
8. Reporting directly to the ASI/SASI concerning leadership and disciplinary actions that affect the staff
9. Administering all group activities.

B. Corps Vice Commander (CV) is responsible for:

1. Assuming command of the corps in the absence of the commander.
2. Keeping the commander informed on the status of the unit, and insuring suspense's are established, tracked and met.
3. Directly responsible to the commander for conducting the following:
 - a. Staff compliance with all goals and standards.
 - b. Corps awards and recognition programs.
 - c. Administering the Corps Counseling Program.
 - d. Conducting training programs for the staff as needed.
 - e. All other duties deemed necessary by the commander.

C. Corps Executive Officer is responsible for:

1. Setting up the room for the staff meeting each week.
2. Attending all staff meetings (take notes, action items, etc.) and posting meeting minutes the next school day on the main bulletin board in the cadet office and in the classrooms.
3. Assuring all action items are addressed at each staff meeting.

4. Maintaining the Corps Calendar, keeping it current and posted in both classrooms, and on the main bulletin board for the current month + the next month. Review the next week's calendar at the staff meeting.

D. Group Inspector General is responsible for:

1. Investigating rumors and individual complaints, and submit a written report to the group commander.
2. Complete a written post-action-report on all field trips and ceremonies. Submit a copy of the report to the group commander.
3. Conduct random evaluation of flight inspection procedures. Evaluate the flight commander's performance.
4. Conduct random evaluations on the squadron commander's: group staff meeting brief, squadron staff meetings.
5. Conduct random evaluations on all sections in the group. Submit a copy of the report to the squadron commander and group commander.
6. Designate senior cadets to conduct periodic flight inspections.
7. Develop and maintain checklist for all evaluations.

E. Group Command Chief Master Sergeant Responsible for:

1. Establishing and conducting training programs for NCO's and airmen—work with the SASI/ASI to determine what these need to be.
2. Advising the commander on all matters that effect enlisted members of the unit.
3. Acting as the liaison between the cadet officers and the enlisted force (to surface concerns, issues, etc.).
4. Monitoring the morale, appearance and overall attitude of the corps.
5. Holding an introductory meeting with all NCOs each block to set expectations and to establish a schedule of NCO meetings to surface issues and conduct training.
6. Other taskings the Director of Staff may assign.

F. Support (A Squadron) Commander is responsible for:

- Command and control of their assigned units.
- Appearance, discipline, and training of their respective units.
- Establishing measurable goals for their units.
- Ensuring written evaluation and recognition of assigned personnel.
- Managing the following functional areas:
 - Morale
 - Historian
 - Media
 - Recruiting
 - School Flag Detail
 - Custodial Support

G. Logistics (B Squadron) Commander is responsible for:

- Command and control of their assigned units. This is exercised through the effective use of their squadron First Sergeant and subordinate staff officers.
- Appearance, discipline, and training of their respective units.
- Establishing measurable goals for their units.
- Ensuring written evaluation and recognition of assigned personnel.
- Managing the following functional areas:
 - Uniforms

- Supplies
- Armory
- Laundry

H. Health & Wellness (C Squadron) Commander is responsible for:

- Command and control of their assigned units. This is exercised through the effective use of their squadron First Sergeant and subordinate staff officers.
- Appearance, discipline, and training of their respective units.
- Establishing measurable goals for their units.
- Ensuring written evaluation and recognition of assigned personnel.
- Managing the following functional areas:
 - Safety
 - Physical Fitness Activities ○
 - PT & Sports Equipment Management ○
 - First Aid & Medical Supplies Management

I. All Squadron Deputies/First Sergeants are Responsible for:

1. Serve as the Squadron Commander when Squadron Commander is absent
2. Ensuring cadet training
3. Oversee the squadron operations and assist the Squadron Commander as needed
4. Work to ensure motivation and morale of all cadets.

J. Flight Commanders are responsible for:

1. The appearance, behavior, and training of their flights during academic instruction, drill practice, athletics, in-class corps work time, field trips, etc. Duties should be conducted in accordance with the AFROTC Training Guide.
2. Leading and directing the flight in all formations.
3. Keeping the flight informed of all school and corps announcements, all corps activities, the corps calendar, and assuring the handout/collection of items as needed.
4. Maintaining the highest degree of personal military bearing and appearance at all times as you are serving as the role model for your flight.
5. Collecting participation points and other inputs on flight members for ribbons, awards and recognitions.
6. Conducting a flight recognition program to hand out ribbons and awards; no flight member will go get their own ribbons/awards.
7. Supervision and training of the flight sergeant, guide and element leaders.
8. Appointing various flight representatives/alternates for logistics, personnel, info management, etc. after coordination with the appropriate officers.
9. Preparing the role call sheets for the instructor each day.

K. Flight Sergeants are responsible for:

1. Forming the flight for Aerospace Science or Leadership Education.
2. Preparing the flight for inspection.
3. Taking the role and preparing the room for academic instruction/clean-up of the room at the conclusion of instruction.
4. Maintaining a current flight roster with all addresses and phone numbers/providing changes to personnel and the instructors as needed.
5. Assisting in the training of guide/element leaders/flight members.
6. Maintaining the highest degree of personal military bearing and appearance at all times, as you must lead by example.

7. Assisting the flight commander/acting as the flight commander when he/she is absent.

R. Flight Guides are responsible for:

1. Accomplishing duties of guidon bearer described in drill and ceremonies text.
2. Retrieving, posting, and retiring flight guide as directed in class and during formations.
3. Being completely knowledgeable of flight commander and flight sergeant duties and assisting these individuals as directed. Acting as the flight sergeant (if absent) or the flight commander (if both absent).

S. Element Leaders are responsible for:

1. Knowing the names and supervising the behavior of their element members.
2. Assisting the flight commander/flight sergeant as directed.
3. Being knowledgeable of all classroom and inspection procedures.
4. Maintaining a high degree of personal military bearing, behavior and appearance at all times as your element members key off of you.

CHAPTER 13

OFFICER AND NCO STANDARDS AND REQUIREMENTS

OFFICERS:

Cadet Officers run the Corps of Cadets. An old saying applies to those selected for these positions: “*For those who are given much, much is expected*”. Selection to fill an officer position is a privilege because it is a position of trust. The SASI, ASI, and the cadets are placing trust in your leadership to do your job to the best of your ability, and not to just “get by”. Cadet officers normally have other cadets working for them in order to accomplish some corps function. The job of the cadet officer is to assure their cadets have a clear understanding of what needs to be done, and that the cadets are properly trained and motivated to do the work. The cadet officer must constantly “follow up” to assure the jobs are getting done, because the officer is ultimately held accountable for the outcome.

To become qualified to be a cadet officer you must have done extremely well in AFJROTC and follow all instruction and orders given down the chain of command and from higher ranking officers. This especially includes squadron commanders, the corps commander, and SASI/ASI. Any problems addressed or orders given must be followed. Any additional rules not listed below will be described in other cadet material.

To remain a cadet officer you must lead by example in all things:

- a. Proper wear of the uniform is critical. Lower ranking cadets follow your lead. If you do not wear your AFJROTC uniform or PT uniform (unexcused):
 1. First offense: Loss of one rank (if a 2lt revert to T/Sgt)
 2. Second offense: Loss of officer position/return to permanent rank
 3. Third offense: Referral to Principal and counselors for removal from AFJROTC.
- b. You must provide leadership and perform well in your job. Poor performance will result in removal and demotion.
- c. You must be passing all of your classes. You are a role model as an officer, and you must be well rounded. Failure of any class (9 weeks or final grade) will result in removal from position and officer rank/return to permanent rank for the 9 weeks.
- d. You must support and attend AFJROTC events—again you set the example: fund raisers, service projects, Military Ball, Dining Out etc. If you don’t have time to support the corps, you don’t have the desire to be or remain an officer.
- e. You must faithfully attend the cadet corps commander’s weekly staff meetings

NCO’S:

An NCO is an officer in training. To become an NCO, you must have done extremely well in AFJROTC. However, the rank you have as an NCO is a privilege, and you can be demoted. As an NCO, you are expected to:

- a. Wear your uniform proudly and properly. If you do not wear your AFJROTC uniform or PT uniform (unexcused), you will lose rank for each offense, and will eventually be asked to leave the corps.
- b. Actively support and attend ROTC events.
- c. Do your corps job extremely well and attend all required meetings.
- d. Lead by example in all your school classes and activities. Failure of any class (9 week or final grade) will result in removal from position and reverting to permanent rank for 9 weeks

CHAPTER 14

AWARDS AND DECORATIONS

- A.** A number of distinctive awards are authorized for AFJROTC cadets in order to recognize outstanding academic and leadership performance or for a specific display of valor. Medals, ribbons, and certificates are awarded in the following categories. Guidelines for National Awards should be followed to the fullest extent possible; however, SASIs have latitude to approve awarding of National Awards to deserving cadets that do not meet award criteria (i.e., a deserving sophomore instead of a junior, there is not a deserving cadet who meets an awards class standing percentage criteria established for the award, etc.). If there are deviations from established award criteria, the “spirit of intent” of an award’s must be maintained. Whenever possible, obtain approval from the sponsoring organization’s local chapter for any deviations from established criteria.
- B.** National awards and AFJROTC awards will be presented at the discretion of the SASI.
- C.** AFJROTC cadets are **not authorized** to wear ribbons/medals earned/issued from Army, Navy, Marine Corps, or Coast Guard Junior ROTC programs. Cadets will be given equivalent AFJROTC ribbons to wear in lieu of Army, Navy, Marine Corps, or Coast Guard Junior ROTC ribbons/medals the cadet earned while serving in sister-service JROTC program. It is up to the SASI to make the best determination as to what equivalent AFJROTC ribbon to issue. Badges or insignia from Active Duty, Guard, Reserve, or any other non-AFJROTC group are not authorized on the AFJROTC uniform. Badges, ribbons or insignia from middle school programs such as Youth Leadership Corps are not authorized on the AFJROTC uniform.

D. ORDER OF PRECEDENCE

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

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

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

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

AFJROTC and CAP Medals may be worn on the semi-formal uniform only for formal and semi-formal occasions of a limited nature (such as dining ins/outs, military ball, change of command ceremonies,

awards ceremonies, picture days, or other formal events as specified by the SASI.) Medals will not be worn on regular uniform days.

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

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

Congressionally chartered Veterans Service Organization (VSO), recognized by the Department of Veteran Affairs; may present awards to cadets. However, unless authorized on the AFJROTC ribbon chart these awards may not be worn on the cadet uniform. Listing of Congressionally chartered Veterans Service Organizations (VSO) who may present awards to AFJROTC cadets – **Only ribbons/medals authorized on the AFJROTC Ribbon Chart may be worn on the cadet uniform.**

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

35. Congressional Medal of Honor Society of The United States of America
36. Korean War Veterans Association, Inc.
37. Military Chaplains Association of The United States of America
38. **Military Order of the World Wars (MOWW) (approved on Ribbon Chart)**
39. Navy Club of The United States of America
40. United States Submarine Veterans, Inc.
41. Women's Army Corps Veterans Association-Army Women United
42. Armed Forces Service Corporation
43. Navy Mutual Aid Association
44. Vietnam Era Veterans Association
45. African American Veterans Families
46. **Air Force Association (AFA) (approved on Ribbon Chart)**
47. Americal Division Veterans Association
48. All Faith Consortium
49. American Logistics Association
50. American Merchant Marine Veterans
51. American Military Retirees Association
52. American Veterans for Equal Rights, Inc.
53. Army Aviation Association of America
54. American Retiree Association
55. Association of Military Surgeons (AMSUS)
56. Blinded American Veterans Foundation
57. Bowlers to Veterans Link
58. Cold War Veterans Association
59. Commissioned Officers Association of the US Health Service, Inc.
60. Congressional Black Caucus Veterans Braintrust
61. Daughters of Union Veterans of the Civil War
62. Sons of the Union Veterans of the Civil War (SUVCW) Award
63. Destroyer-Escort Sailors Association
64. Eighth Air Force Historical Society
65. Enlisted Association of the National Guard of the US
66. Help Heal Veterans
67. Homeless and Disabled Veterans
68. Iraq/Afghanistan Veterans of America
69. Japanese American Veterans Assoc.
70. Korea Veterans of America
71. Marine Corps Reserve Association
72. The Mission Continues
73. NAM-POWS Corporation
74. National American Indian Veterans
75. National Alliance on Mentally Illness
76. National Association of Atomic Veterans
77. National Association of American Veterans
78. National Association of Black Military Women (NABMW)
79. National Association of Fleet Tug Sailors, Inc.
80. National Association of State Veterans Homes New Mexico Veterans Center
81. National Coalition for Homeless Veterans
82. National Disabled Veteran Business Council
83. National 4th Infantry (IVY) Division Association
84. National Guard Association of the US
85. National Gulf War Resource Center, Inc.
86. National League of Families
87. National Military Family Association

88. National Veterans Foundation
89. **National Society Daughters of the American Revolution (approved on Ribbon Chart)**
90. Naval Enlisted Reserve Association
91. Navy League of the United States
92. Navy Nurse Corp. Association
93. Navy Seabee Veterans of America
94. **Reserve Organization of America (ROA) (approved on Ribbon Chart)**
95. Society of Military Widows
96. Society of Medical Consultants to the Armed Forces (SMCAF)
97. Student Veterans of America
98. Team Rubicon
99. Team RWB
100. The Forty & Eight
101. The Red River Valley Fighter Pilot Association
102. TLC Brotherhood, Inc., Veterans of Thailand, Laos, Cambodia in Vietnam War
103. Tragedy Assistance Program for Survivors, Inc
104. Travis Manion Foundation
105. United States Army Warrant Officers Association
106. United States Merchant Marine Veterans of World War II
107. United States Navy Cruiser Sailors Association
108. USCG Chief Petty Officers Association
109. Veterans and Military Families for Progress
110. Veterans for Common Sense
111. Veterans of Modern Warfare, Inc.
112. Veterans of the Battle of the Bulge
113. Vietnam Women's Memorial Foundation, Inc.
114. Women in Military Service for America Memorial Foundation, Inc.
115. Women Marines Association
116. Women Overseas Service Association

Cadets will be given equivalent AFJROTC and SFJROTC ribbons to wear in lieu of Army, Navy, Marine Corps, or Coast Guard Junior ROTC ribbons/medals the cadet earned while participating in sister- service JROTC program. **Sister-service JROTC ribbons/medals may not be worn by AFJROTC and SFJROTC cadets.** It is up to the SASI to make the best determination as to what equivalent AFJROTC and SFJROTC ribbon to issue.

Badges or insignia from Active Duty, Guard, Reserve, or any other non-AFJROTC and SFJROTC group are not authorized on the AFJROTC and SFJROTC uniform. Badges, ribbons or insignia from middle school programs such as Youth Leadership Corps are not authorized on the AFJROTC and SFJROTC uniform.

External organizations wishing to be recognized by HQ AFJROTC see the HQ AFJROTC Process for External Cadet Award Request worksheet to request recognition. Annually (month of May), a board will convene, comprised of the Deputy Director, Division Chiefs and all Regional Directors to review and/or recommend approval/disapproval to the Director on new external awards. The Director has sole approval authority of any new external award worn by AFJROTC and SFJROTC cadets. If the new award is approved it will be added to this publication and the ribbon/awards chart.

The Office of the Secretary of Defense in regard to the Sons of the Confederate Veterans, aka the H.L. Hunley Award, and United Daughters of the Confederacy. These awards are not approved and therefore are “not acceptable for presentation or wearing on uniforms in any of the JROTC programs.” This policy applies to all JROTC service programs. If units have presented this award in the past to AFJROTC and SFJROTC cadets do not allow the cadet to wear the ribbon/medal and do not allow these organizations to present these awards.

DESCRIPTIONS AND CRITERIA.

Descriptions and Criteria of AFJROTC Medals and Ribbons. **Ribbons will not be worn with Medals (only the medals will be worn).** **NOTE: Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, Cyber-Patriot, Academic Bowl, etc. Units are authorized to impose additional criteria (more stringent) to meet local standards and needs without diminishing minimum standards (example: limiting the number of cadets who may earn the award where no guidance is stated, or below stated limits).** If such additional criteria are imposed, they must be specifically stated in the Cadet Guide or Unit Operating Instruction.



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 mail box 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.**



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 mail box 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.**



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 mail box 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.**



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.



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 mail box 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, Cyber-Patriot, Academic Bowl, etc.**



Air Force Association (AFA) Award

Cadets may only receive this award once. This AFA- sponsored award and is presented annually at each unit to the outstanding second-year (in a 3- year program) or third-year cadet (in a 4-year program). Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

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

- Top 1% of the cadets in a unit in the following areas, academics, leadership, and professionalism.
- Positive attitude (toward AFJROTC 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).



Daedalian Award

Cadets may only receive this award once. The Order of Daedalian's was named after the legendary figure, Daedalus, and was organized by WWI military pilots who sought to perpetuate the spirit of patriotism, love of country, and the high ideals of self-sacrifice which place service to the nation above personal safety and position. This award is offered to encourage the development of these traits in cadets and to interest them in a military career. The medal is fashioned after an ancient Grecian plaque discovered by a Daedalian in the village of Lavadia, Greece and depicts Daedalus and his son Icarus fabricating their legendary wings of wax and feathers. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

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 and SFJROTC class.
- Rank in the top 20% of their school class.

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.



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

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 and 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.

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.



American Legion Scholastic Award

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

This award is presented annually to one second- or third-year cadet (in a 3year 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 and SFJROTC class.
- Demonstrate leadership qualities.
- Actively participate in student activities

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



American Legion General Military Excellence Award

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

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 and SFJROTC class.
- Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.

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



Reserve Organization of American (ROA) Award

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

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

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.



Military Officers Association of America (MOAA) Award. Cadets may only receive this ward 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.**

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.

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.



Veterans of Foreign Wars (VFW) Award

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

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 and SFJROTC program and who possesses individual characteristics contributing to leadership. Each cadet must:

- Positive attitude toward the AFJROTC and SFJROTC program
- Must be enrolled as a 10th-12th grade AFJROTC and SFJROTC student
- Must maintain a "B" average in AFJROTC and 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.

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.



National Society United States Daughters 1812 Award. Cadets may only receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

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



National Sojourners Award

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

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

Each cadet must:

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

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



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

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

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

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



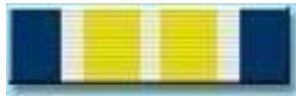
Military Order of the Purple Heart Award

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

This award annually recognizes an outstanding underclassman (first, second, or third-year cadet), who is enrolled in the AFJROTC and 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.

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.



Sons of the American Revolution (SAR) Award

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

This award recognizes an outstanding second-year cadet in a 3-year program or third year cadet in a 4-year program who is enrolled in the AFJROTC and 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 and SFJROTC program.
- Be in the top 10% of their AFJROTC and SFJROTC class.
- Be in the top 25% of their overall class.

The SASI and the Principal select the recipient of the award not later than 1 March. The SAR national headquarters furnishes the secretary of each applicable SAR state organization a list of the AFJROTC 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



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)**

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 and SFJROTC unit.

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.



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

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

- A positive attitude toward AFJROTC 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.

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.



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

on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

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

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.



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.**

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

- 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.

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 at 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.



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 and 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.**



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 homeschooled 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.**

SASI may go on line 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
- Shows the potential and desire to pursue a military career
- Rank in the top 5% in his/her AS class with a grade average of A or numerical equivalent
- Rank in the top 15 % of his/her academic class
- Demonstrates a positive attitude (toward AFJROTC and SFJROTC and school)



Air Commando Association Award

Cadets may only receive this award once. Awarded annually at the SASI's discretion for completing a one-page essay based on a historical AF Special Operations Mission possessing the 13 critical attributes of success: integrity, self-motivation, intelligence, selfdiscipline, 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.**

LOCAL LEVEL AWARDS



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.



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.



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. For each additional ribbon earned an additional small silver star will be awarded.



Outstanding Flight Ribbon. Is a ribbon awarded each academic term to members of the outstanding flight under criteria determined by the SASI. Criteria considered will be flight performance during fundraising efforts, and end of year Flight Competition events (Inspections, 30 Step Drill Sequence, Blind Drill). 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.



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 and SFJROTC.

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.



Outstanding Cadet Ribbon. Awarded annually at the SASI's discretion to the outstanding first-year, second-year, third-year, and fourth-year cadet. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

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.



Leadership Ribbon

Is a ribbon awarded for outstanding performance in a position of leadership as an AFJROTC and SFJROTC cadet. **Cadets in designated leadership positions must have maintained good academic standing throughout the course of the school year to be eligible for this award.** Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Superior Performance Ribbon

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



Achievement Ribbon

Is a ribbon awarded for a significant achievement in AFJROTC and SFJROTC or other school activities/events. Individuals may not receive more than one ribbon during a 1 year period. Cadets identified as top sellers during fundraising activity are eligible to be considered for this award. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



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



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.



Special Teams Placement Ribbon

Is a ribbon awarded to team members for placing **1st, 2nd or 3rd in an Air Force or Joint Service (local, regional, state or national-level)** Competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, Cyber Patriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



All-Service National Competition Award

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, Cyber Patriot, 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.



Air Force Nationals Competition Award

Is a medal/ribbon awarded to team members who competed at an Air Force only national level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, Cyber Patriot, Stellar Xplorers 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 may not (ribbon may) be worn during competitions and regular uniform wear days.



Orienteering Ribbon

Is a ribbon awarded to team members for completing a unit-specific Orienteering program as part of unit curriculum. Cadets must attend 90% of practices and compete in Orienteering competitions in order to be considered for this award. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Leadership Development Requirement (LDR) Leadership Ribbon

Is a ribbon awarded at the SASI's discretion for leadership in AFJROTC and 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.). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

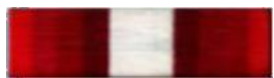


Drill Team Ribbon

Cadets must be on the drill team for an entire year/drill season to be eligible to qualify and must have attended 90% of Drill Team practices, competed in at least 3 drill performance events, i.e., competitions, special school events, and community demonstrations (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Color Guard Ribbon. Cadets must have attended 90% of Color Guard practices and perform at least 5 color guard performance events to receive this ribbon (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Saber Team Ribbon. Cadets must have attended 90% of Saber Team practices and perform at least 3 saber team performance events to receive this ribbon (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Marksmanship Team Ribbon. Cadets must have attended 90% of Marksmanship practices, be on the marksmanship team for an entire year/season to be eligible to qualify and must have competed in at least 1 marksmanship competition event (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Joint Leadership Academic Bowl (JLAB) Ribbon

Cadets must be a member of the JLAB team. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Cyber Patriot Ribbon

Cadets must be a member of the Cyber Patriot team. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. **(This ribbon replaces the Cyber Patriot pin, which is no longer authorized for wear on the cadets uniform.)**



StellarXplorers Ribbon

Cadets must be a member of the StellarXplorers team. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. **(This ribbon replaces the StellarXplorers pin, which is no longer authorized for wear on the cadets uniform.)**



Raiders Team Ribbon. Cadets must be a member of the Raiders Team. Cadets must have attended 90% of Raiders/Fitness Team practices, be on the Raiders team for an entire year/season to be eligible to qualify and must have competed in at least 1 Raiders competition event (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Military Model Building Team Ribbon

Cadets must be a member of the Military Model Building Team. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the bronze oak leaf cluster.



Unmanned Aircraft Systems (UAS) Ribbon

Cadets must be a member of the UAS team. UAS vehicles include multi-copters, drones, and remote-controlled aircraft/vehicles. Cadets must have attended 90% of UAS Team meetings/practices, be on the UAS team for an entire year/season to be eligible to qualify and must have competed in at least 1 UAS competition event (cumulative). For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Robotics Ribbon

Cadets must be a member of the Robotics club/team. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Good Conduct Ribbon

Cadets must not have received a referral (this includes no ISS/OSS) for an academic term (cadet may only receive one award annually) to be eligible to qualify for this award. Awarded to cadets who exemplify good conduct throughout the school year to include no tardies in AFJROTC class, no dhalls, no ISS/OSS, no LOCs or LORs, no negative referrals from school staff and no truancy issues. This award will be at the discretion of the primary AFJROTC Instructor. An oak leaf cluster will be added to this ribbon for each year of qualifying membership beginning with the second year.



Service Ribbon

Is a ribbon awarded for distinctive performance in school, community, or AFJROTC and 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. 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.



Health and Wellness Ribbon

Is a ribbon awarded for participation in the unit health and wellness physical fitness program. All cadets who participate in the unit's wellness program may receive the Health and Wellness Ribbon. Subsequent yearly award of the Health and Wellness Ribbon will be denoted by the addition of a Bronze Oak Leaf cluster to the ribbon for each additional year of award. Cadets who score in the Physical Fitness Test's 75-84% will receive a Bronze Star device; 85-95% will receive a Silver Star device; and 96-100% will receive a Gold Star device. These cadets, if already wearing the ribbon with oak leaf cluster(s), will receive and wear an additional Health and Wellness Ribbon with the highest-level Star Device(s) affixed. Duplicate awards of the bronze, silver or gold percentile will be denoted by the addition of another star on this ribbon. Should a cadet subsequently score in a higher percentile, only the star representing the higher percentile will be worn. In no case will a cadet mix different color stars, or star(s) and oak leaf cluster(s) on the same ribbon. (NOTE: The Physical Fitness Test percentiles are computed automatically under the PFT-Mass Assessment in WINGS.)



Recruiting Ribbon

Is a ribbon awarded for outstanding effort in support of unit recruiting activities. Cadets must have directly contributed to the recruitment of new members to AFJROTC for one full semester and/or participated in at least 1 recruiting event. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Activities Ribbon

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



Attendance Ribbon

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



Dress and Appearance Ribbon

Is awarded to cadets who maintain a 90% or higher average on weekly uniform grades with at least 20 grades of "100 " on Dress and Appearance inspections and no grades of "0" throughout the entire school year. Cadets receiving this award will maintain the highest grooming and dress standards possible. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



Longevity Ribbon

Is a ribbon awarded for successful completion of each AFJROTC and SFJROTC school year or semester. Cadets may only receive one award annually. Cadets in a 4X4 block schedule taking AFJROTC and SFJROTC classes both semesters during a school year may only receive one ribbon and/or cluster for that school year. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



Bataan Death March Memorial Hike Ribbon

Is a ribbon awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC 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. 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.



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. 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.



COVID-19 Ribbon

Is a ribbon awarded by the SASI to any cadet who was enrolled in an AFJROTC and 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 and SFJROTC course during this period. 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.

Air Force and Space Force JROTC Ribbon Chart



CHAPTER 15

INDIVIDUAL AND FLIGHT COMPETITIONS

CADET OF THE CYCLE (AS 1, II, III, IV).

At the end of each grading of the school year, a cadet will be selected as cadet-of-cycle. Selections will be made based on recommendations from the supervisor. Consideration will be given to academic performance, leadership performance, attitude, wear of the uniform, personal appearance, participation in co-curricular/extracurricular activities and all other factors which define a person's performance as outstanding.

CADET OF THE YEAR

Selected cadets will compete for cadet-of-the-year. Cadets selected as "Cadets of the Quarter" will be considered for this award. Final selections will be determined by the SASI and ASIs.

OUTSTANDING FLIGHT OF THE YEAR CRITERIA:

The outstanding flight will be chosen based on all-year and all-around performances. Flights will be able to track their standings throughout the course of the year towards Flight of the Year through the "Clemens JROTC Buff Cup Standings". The following values will be assigned in the Clemens JROTC Buff Cup to determine the Flight of the Year.

1. Open Ranks Inspection
2. Drill Competition
3. Corps Fundraising
4. Fall & Spring Fitness Assessment Scores
5. Flight Sports Events/Activities as determined by the SASI/ASI

AWARDS: The flight selected will be awarded a streamer for the flight guidon and each member will receive an outstanding flight ribbon.

CHAPTER 16

AFJROTC SCHOOL LETTER

1. The AFJROTC Letter will be awarded to cadets who have earned the honor of wearing the letter as determined by the SASI/ASI. So as not to be confused with letters earned in athletics and other school organizations, the letter will be permanently marked to identify it with AFJROTC.

2. To be awarded a school letter in AFJROTC, the cadet must be in good standing, within the school district, in academics, and discipline. In addition, the cadet must have an “**A**” in AFJROTC. The cadet must accumulate a total of **2000** points by participation or achievement of the following OR have completed 3 full years of JROTC and enrolled in JROTC as a 4th year cadet:

EVENTS/AWARDS	POINTS
**Outstanding AS-I, AS-II, AS-III, & AS-IV	150
**Completion of Summer Leadership School	150
**Individual Award for Summer Leadership School	100
**Member National Honor Society	100
**National/Local Award	100
**AFJROTC Leadership Award	100
**AFJROTC Achievement/Superior Performance Award	75
**Academic Ribbon (each award)	50
**Member Outstanding Flight (each award)	50
**Committee Chairperson (AFJROTC Activity)	50
**LDR Participation	50 (per semester)
**Flight Badge (solo)	150
**Participation in School/Community Service Project (This includes Thanksgiving Day Baskets, Autumn Winds visitation etc.)	50
** Ten points/hour for any small voluntary project involving one to a few cadets (usher at open house, college night, recruiting events, Spirit Team, etc)	10/hr
*Military Ball Attendance	25
*Dining-Out/Awards Banquet Attendance	30
*Fund Raising Participation	25
Top Seller	50
**LDR Team Practice	5

**Weekend Practice	10
**Each Competition	20
1 st Place Overall	70
2 nd Place Overall	50
3 rd Place Overall	30
1 st Place Event	25
2 nd Place Event	15
3 rd Place Event	10
**Each voluntary color/saber guard, flag detail(not daily—but for PTA, football, homecoming, military ball, dining out, honors night etc)	10
**Each intramural sports activity/field day (not during class time)	25
**Any additional activity approved by the Corps Commander or SASI as benefiting AFJROTC	25

3. One exception to these criteria is; **if at the instructors' discretion, they believe a cadet has been an outstanding asset to the corps, this cadet may be awarded a letter**, i.e. a cadet has excelled in co curricular participation, but doesn't have the academic standing to be awarded a letter. Note: this criterion for earning the letter is sufficiently difficult, so that under normal circumstances it cannot be earned during a cadet's first year of ROTC.

4. The AFJROTC Letter will not be worn on any part of the military uniform. When placed on an authorized school jacket, sweater or windbreaker, this item **WILL NOT** be worn as an outer garment with the military uniform.

5. AFJROTC Letters will be purchased on an annual basis, to take advantage of reduced costs by ordering in larger quantities. The cadet will assume financial responsibility for purchasing the jacket.

6. Cadets may earn the letter only once during the school year. However, each point accumulated over the 2000 required may be carried over into next years' eligibility.

CHAPTER 17

CERTIFICATES OF COMPLETION AND TRAINING, SCHOLARSHIPS, AND CTE CREDENTIAL

1. **AFJROTC GRADUATE.** A student who has successfully completed the AFJROTC academic program as prescribed by public law and Air Force instruction and has been awarded a Certificate of Completion.
2. **COMPLETION CERTIFICATE.** Passing grades in every credit-granting academic period constitutes successful completion of the AFJROTC program and makes the cadet eligible by law for a Certificate of Completion.
3. **CERTIFICATE TYPES.** All cadets will be awarded an AF Form 1256, *Certificate of Training*, for successful completion of 2 academic program years of AFJROTC with SASI concurrence. AFJROTC Form 310, *AFJROTC Certificate of Completion*, will be awarded to all cadets for successful completion of 3 academic program years of AFJROTC with SASI concurrence. AFJROTC instructors administering a 4-year program have the option of issuing an updated Certificate of Completion after 4 academic program years.

NOTE: CADETS IN GOOD STANDING MEANS MORE THAN JUST PASSING AFJROTC. IF A CADET HAS BEEN ASKED TO LEAVE AFJROTC OR HAS DISPLAYED A POOR ATTITUDE TOWARD THE AFJROTC PROGRAM AND TRAINING, THESE CERTIFICATES MAY BE DENIED OR INFORMATION WILL BE PLACED ON THEM TO REFLECT THE INDIVIDUAL'S BEHAVIOR. THESE CERTIFICATES INDICATE TO THE SERVICE THAT THIS INDIVIDUAL'S PERFORMANCE AS A CADET MERITS PROMOTION AHEAD OF THEIR PEERS.

4. **CERTIFICATE ELIGIBILITY.** Cadets may be awarded certificates even if they do not graduate from high school, since the certificate is based only on AFJROTC performance.
5. **RECOGNITION.** The AFJROTC Form 308, *AFJROTC Certificate of Recognition*, is used to recognize AFJROTC cadets and organizations (units) for outstanding support and achievement. The SASI presents this certificate.
6. **ADVANCED ENLISTMENT.** In accordance with DODI 1205.13, JROTC cadets may be eligible for enlistment at a higher grade. A student presenting evidence of successful completion of at least 2 academic years of the JROTC program under any Military Department is entitled to advanced promotion to the grade of no less than E-2 on initial enlistment in an Active or Reserve component of a Military Service. At their discretion, the Military Departments may award the grade of E-3 for successful completion of 3 academic years of the JROTC program.
7. **ROTC COURSE CREDIT.** A student completing at least two years of JROTC may be entitled to credit in the Senior ROTC program. Certification of successful completion of the applicable phases of junior ROTC of any United States Armed Forces (including National Defense Cadet Corps Training) is necessary before granting credit for this type of training. AFJROTC Form 310, *AFJROTC Certificate of Completion*, or AF Form 1256, *Certificate of Training*, is the only acceptable documents to verify successful completion of AFJROTC. Similar certificates from the other services or high school transcripts may be used to verify junior ROTC completion in another service. Attach proof of completion to the AFJROTC Form 20 and place it in the cadet's UPRG. The Detachment Commander may grant accreditation as follows:
 - a. Three or four years of junior ROTC is considered equal to one year of the GMC. Normally, this is 2 semesters, 3 quarters, or an equivalent number of academic terms that comprise a maximum of one academic year.
 - b. Two years of junior ROTC is considered equal to one academic term of GMC.

c. No credit is given for less than 2 years of junior ROTC.

8. **SCHOLARSHIPS:** The AFROTC scholarship program consists of three main parts: the High School Scholarship Program (HSSP), the In-College Scholarship Program (ICSP), and the Enlisted Commissioning Program (ECP). The High School Scholarship Program Section (AFROTC/RRUC) administers the HSSP. The HSSP provides 3- and 4-year scholarship offers to high school seniors and graduates who have no full-time college experience. Students who have participated in a joint high school/college credit program prior to high school graduation may still apply via the HSSP program. Applicants must meet all eligibility requirements.
9. **CTE CREDIT:** Fourth Year cadets can earn the “Employability and Leadership Skills” CTE certification by taking and passing the exam near during their senior year. This exam will contain material covered in the JROTC Leadership Education portion of the AFJROTC Curriculum.

CHAPTER 18

INSTRUCTOR AND CADET OFFICES/CLASSROOMS

1. The cadet office is open to all cadets, provided activities are monitored by a cadet officer....
REMEMBER-----YOU MUST BE CONDUCTING BUSINESS AND NOT SOCIALIZING.
2. The Aerospace Science Instructors practice an "OPEN DOOR POLICY". Cadets are invited and encouraged to visit the instructor's office, anytime the instructor is present, unless the instructor is conducting a session with another person. Any cadet desiring to see an instructor should follow proper military reporting procedures.
3. The instructors' offices are OFF LIMITS and are not entered by any cadet, unless the instructor is present or the cadet has specific permission from an instructor for each specific occasion
4. Telephones in the offices ARE NOT to be used by cadets to conduct personal business. The telephones will be used ONLY with the permission of the instructor(s). Cadets need to inform their parents when they need to be picked up and not expect to use the instructor's phones to make these type of routine calls.
5. An officer should be present at all times to supervise all cadets in case a problem arises.

CHAPTER 19

SUMMARY OF STANDARDS AND BEHAVIOR

1. **Any form of hazing, whether verbal or physical, will not be tolerated within any AFJROTC unit or activity.** In addition, requiring cadets, individually or as a group, to perform any physical action as a reprimand, punishment, or for failure to perform will also not be tolerated. Cadets will not condone or encourage any type of hazing or initiation rituals.
 - a. Examples of prohibited physical activities include, but are not limited to: push- ups, running laps, or any inappropriate physical contact such as shoving, pulling or grabbing.
 - b. Any form of verbal abuse, teasing, public rebuke or any attempt to otherwise humiliate a cadet is prohibited.
 - c. This prohibition is applicable to all AFJROTC unit activities, and includes instructors, cadets and any personnel involved with or participating in an AFJROTC unit or activity.
 - d. Unauthorized Clubs. No unit may encourage, facilitate, or otherwise condone secret societies or private clubs as part of the AFJROTC program.

In accordance with HQ AFJROTC and the Samuel Clemens Student/Parent handbook, hazing is any act that is done to humiliate a student for the purpose of that student receiving membership into a club or organization. Singling out cadets for “special duty” is also hazing and will not be tolerated. Any officer responsible for hazing a cadet or not stopping the hazing of a cadet when it is in his or her power to do so, will be removed from their cadet position.

1. **Racial, Sexual, Ethnic, and Religious discrimination/harrassment will not be tolerated in any manner.** Discrimination is punishing, not hiring, and/or refusing to reward exceptional performance, based on a person’s race, sex, ethnicity, and/or religion. Anyone responsible for discrimination will be removed from his or her job with cause.
2. **All directions (orders) given to you by higher-ranking cadets will be followed, this is a military type organization.** The only reasons acceptable to disobey are:
 - a. The direction/order threatens your health or the health of others.
 - b. The direction/order is against your morals and ethics.
 - c. The direction/order violates your right to religious freedom.
 - d. All others must be followed, however if you have a problem with an order, **OBEY IT**, but go up your chain of command with your complaint. You may also see the SASI/ASI at anytime regarding this as well.
3. **Profanity will not be tolerated.** This consists of saying any words that are considered vulgar by the SASI, ASI, and other school officials.
4. **Lying is unacceptable.** In order to have a good corps we must be able to trust each other. Any person caught lying will be disciplined accordingly. Lying is defined as willingly deceiving someone.
5. **Cheating is not tolerated.** Anyone caught cheating will be severely dealt with. This includes not doing your own work on workbooks or in class assignments.
6. **Stealing is not tolerated.** Anyone caught stealing will be prosecuted accordingly.
7. Any bad behavior/poor attitude in other classes reflects poorly on all AFJROTC cadets and our program and will result in counseling in JROTC.

8. All cadets must understand that the AFJROTC facilities and storage rooms are **OFF LIMITS** before and after school and at lunch, except for **OFFICIAL BUSINESS, meaning you are there to do an approved cadet task and/or after receiving prior approval from the Instructors.** This includes the grounds around the ROTC building.
9. The doors and entryways on each end of the wing should be kept free of students and property at all times (This is a fire and safety issue).
10. Students WILL NOT bring food or drinks into the AFJROTC areas without SASI/ASI permission.
11. Students WILL NOT leave personal items (including uniforms, books, PT clothes etc) in the AFJROTC area unless space is provided or coordinated with the SASI and ASI.
 - a. **PARENTS NOTE:** AFJROTC is not responsible for any stolen or misplaced items without aforementioned coordination.
12. You, as an AFJROTC cadet, have a responsibility of keeping the AFJROTC facilities looking neat and orderly at all times. If you see trash, pick it up even if it isn't yours.
13. REMEMBER, YOU ARE AN AFJROTC CADET, AS SUCH YOU ARE EXPECTED TO SET THE EXAMPLE AT ALL TIMES.
14. **Reserve Cadets.** A Reserve Cadet is a student who either 1) completed the entire AFJROTC Academic Program, 2) is in a 4x4 schedule and completed an AFJROTC course during one term, but is not participating in an AFJROTC course during the current term, or 3) is in a traditional schedule unit where the cadet cannot participate in the AFJROTC academic program for that particular year. A student must have been a cadet for at least one academic year (academic term for 4x4) prior to being considered a Reserve Cadet. Students meeting this criteria may be designated, with SASI concurrence, as a Reserve Cadet. Reserve Cadets may participate in all AFJROTC activities (community service, drill team, honor guard, etc.). Time in reserve status does not count towards the Certificate of Completion, nor do Reserve Cadets count toward minimum unit enrollment or unit funding. Reserve Cadets may retain their uniform for the entire academic year. The rules for Reserve Cadet participation are as follows:

At a minimum, TX-82nd Reserve Cadets will:

 - a. Participate in at least one AFJROTC community service event per month
 - b. Adhere to AFJROTC dress and appearance standards will participating in any AFJROTC event
 - c. Complete and have a current school year Wellness Contract on file with the SASI
 - d. Complete and maintain a current uniform receipt with the SASI/ASI

CADET HONOR CODE

"I WILL NOT LIE, CHEAT, OR STEAL, NOR WILL I TOLERATE THOSE WHO DO."

These simple words provide the basis for a personal code of ethics that will last the remainder of your life. They will be recited every day you attend class. This honor code is specific and clear in what it means. A cadet is expected to have complete integrity in both word and deed. The cadet honor code belongs to the Cadet Corps and provides a special bond between cadets. Every cadet is responsible for maintaining the integrity of the code. **VIOLATION OF ANY PART OF THE HONOR CODE IS GROUNDS FOR IMMEDIATE DISMISSAL FROM THE CORPS.**

The cadet honor code is the cornerstone of ethical training. This applies 24 hours a day, not just during AFJROTC class or activities. As a cadet, you should always set an example for others to follow. Your character must be above reproach and must also be strong enough to sustain you in stressful or tempting situations. Your words and actions must be above question. Others will not follow someone they cannot trust. Doing what's right is not always easy. Sometimes you may have to pay a price for having the courage to stand by your convictions. You must believe in yourself and in what is right.

Being a leader involves making and carrying out tough decisions regardless of the circumstances. If you tolerate a violation, you are as guilty as the one that commits the offense. If you become aware of lying, stealing or cheating, report the episode to the ASI or SASI. The SASI will take action deemed appropriate in each case. **NOTE: An individual failing to report (condoning) an Honor Code violation will be charged with an Honor Code violation.**



Samuel Clemens High School
AFJROTC/TX-82nd
Cadet Contract



I, Cadet: _____ promises to inherit to the rules and guidelines established by the TX-82nd AFJROTC.

I promise to:

- ✚ Not lie, cheat, steal nor tolerate those who do.
- ✚ Promote the best in school spirit.
- ✚ Create and maintain higher standards than other high school students.
- ✚ Respect our AFJROTC and school's property to the fullest extent.
- ✚ Manifest in life the high principles our school offers.
- ✚ Respect our teachers, appointed officers, and classmates.
- ✚ Obey lawful orders or instructions from our teachers, appointed AFJROTC officers, and NCOs.
- ✚ Recognize and appreciate the sacrifices our parents/guardians have made to further our education and show them all due respect and gratitude.
- ✚ Revere my country, the flag, and to take pride in wearing my AFJROTC uniform.

Acknowledgement of Understanding

Signature: _____ Date: _____ Period: _____



Junior ROTC Program...
We build Better and More
Productive Citizens!