

"A cadet will not lie, cheat, steal, or tolerate those who do."

SFJROTC VA-821 CADET GUIDE 2025-2026



ARLINGTON CAREER CENTER

DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY

1 Oct 2025 Version



VIRGINIA
821ST SPACE FORCE
JUNIOR RESERVE OFFICER
TRAINING CORPS



MEMORANDUM FOR CADETS OF VA-821

FROM: VA-821 SFJROTC/SASI
Arlington Career Center
816 South Walter Reed Drive
Arlington, Virginia 22204

SUBJECT: Welcome and Introduction

Welcome to VA-821! We look forward to another year of helping our cadets develop leadership skills and serving our community.

Our motto remains, **The Best Never Rest!** We are a very busy organization where our overall mission is to:

Develop Citizens Of Character Dedicated. To

accomplish this mission, we hold to the following objectives:

To Educate and Train High School Students in Citizenship;
Promote Community Service;
Instill Responsibility, Character, and Self-discipline; and
Provide Instruction in Air and Space Fundamentals.

In holding to those objectives in pursuit of our mission, VA-821 provides an opportunity for all enrolled cadets to develop strong leadership and inter-personal skills while building a foundation in knowledge of the History of the Air Force, the Science of Flight, Cultural Studies, and the Exploration of Space. We also will provide you with all of the tools you need to show proper respect for the uniform of the United States Space Force and for the flag of the United States of America through proper wear of the uniform, exemplary customs and courtesies, and respectful ceremonial procedures.

This handbook will answer many of the questions you may have about the Junior ROTC program, as well as provide much of the background information that you will need to be a successful cadet. We are confident that you will emerge from this program well-prepared for the challenges you will face in life, as long as you apply yourselves.

Good Luck and Welcome to JROTC!

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CHAPTER 1 – INTRODUCTION

1. **THE MISSION** of the Space Force Junior ROTC program is to “Develop citizens of character.”
2. **THE GOALS** of the program are to instill values of citizenship, give service to the United States & Arlington, develop personal responsibility, and instill a sense of accomplishment in high school students.
3. **THE OBJECTIVES** of SFJROTC are to educate and train high school cadets in citizenship; promote community service; instill responsibility, character, and self-discipline; and provide instruction in air and space fundamentals and the Air Force's core values of integrity first, service before self and excellence in all we do.
4. **UNIT DESIGNATION:** VA-821 is the designation of the Space Force JROTC unit which is hosted by Arlington Public Schools at the Arlington Career Center. We were named VA-821 as we were the first Air Force unit established in Virginia in 1982. Our structure mirrors that of an Space Force unit. Because of our size, we are a squadron comprised of five flights. Squadron Structure and Manning are described in Appendix A.
5. **CADET RANKS:** VA-821 awards ranks which parallel those in the Space Force. The awarding of ranks is based on demonstrated performance and potential for increased responsibility. The first requirement for promotion is that the cadet be passing the course with at least a “B” average. Cadet Ranks and Promotion Procedures are described in Appendix B and Uniform Standards are covered in Appendix C.
6. **ENROLLMENT:** Cadets of VA-821 come predominantly from the three Arlington High Schools (Wakefield, Washington-Liberty, and Yorktown, an Arlington alternative secondary program (HB Woodlawn) and Meridian High School in Falls Church. Cadets may also come from the adult education programs at Arlington Community, Langston, Arlington Career Center and New Direction as well as numerous other local program,.
7. **ACADEMIC CREDIT:** The students travel by bus to the Arlington Career Center to accomplish the academic requirements of the course. The students complete one period of study every other day, successful completion of the curriculum for a year will result in the award of one Fine/Practical Arts credits. Cadets who complete the entire course of study (that is, SFJROTC I, II, III and IV) will thus receive a total of four credits.
8. **SFJROTC COMPLETION CERTIFICATES:Per Department of Defense Instruction (DODI) 1205.13: “5.2.5.1.** 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**. The Aerospace Science Instructor’s (Col Dierlam and MSg Victor), define “successful completion” as earning a “C” grade of higher for the academic year and no "E"s for any quarter.

10. ACADEMICS: SFJROTC is an academic course conducted by the two aerospace science instructors (ASIs). The curriculum is comprised of five elements: Aerospace Science, Leadership Education, Uniform inspection, Cadet Health and Wellness Program (CHWP) & Management of the Cadets Corps. These are the required elements of the course.

- a. Aerospace Science is comprised of A Journey Into Aviation History, Exploring Space, The Science of Flight, Global and Cultural Studies. This portion of the curriculum comprises 40% of the cadet's class time.
- b. Leadership Education is comprised of numerous elements ranging from customs and courtesies of the uniformed services up to and including leadership and management theory and execution. The curriculum also includes numerous "real-world" elements dealing with such items as insurance, personal budgets, and hygiene. This portion of the curriculum provides the basis for the "leadership lab" elements of the course. This portion of the curriculum comprises 40% of the cadet's class time.
- c. Uniforms are worn by the cadets one day each week, normally on Wednesdays or Thursdays in class. Cadets are shown the proper way to wear the uniform and are expected to show proper respect for the uniform while wearing it, to include proper grooming and care of the uniform. Grading of the proper wear of the uniform is included as part of Leadership Education. Proper procedures for the wear of the uniform are contained in Appendix C. If they do not meet the requirements they will not receive the uniform. (Uniform may be taken away if they do not meet the uniform standards)
- d. Cadet Health & Wellness Program comprises the remaining 20% of the cadet's classtime. CHWP is a program which exposes cadets to physical conditioning and exposure to exercises and live-styles that will lead to increased levels of health and fitness if followed. Cadets are recognized for making improvements in their conditioning or for demonstrated high levels of fitness. Participation in the physical aspects of this portion of the curriculum requires parental consent.

11. EXTRA-CURRICULAR ACTIVITIES: All extra-curricular elements of the program are voluntary. Thus, the competitive and performance Color Guards, the competition drill teams, parades, service projects, etc are elective. However, these activities are the "bread and butter" of the course – the academic course is conducted by the ASIs, but the teamwork and leadership development is the purview of the cadets. In other words, the cadets provide the command structure of the cadet squadron, while the ASIs provide mentorship and guidance.

12. POST-SECONDARY OPPORTUNITIES: Cadets successfully completing the program also qualify for a number of other benefits should they opt to pursue a career in uniform in service to their country.

- a. Cadets opting to enlist in the Armed Forces may be entitled to advanced pay-grades and/or higher pay, depending upon the service component in which they enlist depending on performance during Basic Military Training and current SASI's recommendation.
- b. Cadets entering a college or a university with an Air Force ROTC program can compete for an ROTC scholarship. The award of an ROTC scholarship is highly competitive; however, the leadership experience of the JROTC cadet and the strength of the cadet's commitment to the JROTC program carry a heavy weight in the selection process. In most cases, an SFJROTC cadet will be selected to receive an ROTC scholarship over another student with similar academic performance if that student is not involved in JROTC or other equivalent leadership activities. Ask for more info from ASI for scholarship information.
- c. Cadets attempting to obtain an appointment to any of the service academies may compete for a nomination in a category specifically set aside for JROTC/ROTC cadets. Nomination in this category does not ensure an appointment; however, it does provide the qualified cadet an additional opportunity to obtain this very competitive appointment.

13. THE UNIFORM: By AF Instruction direction, cadets enrolled in the Space Force Junior ROTC program are required to wear the uniform one day a week – all day. Cadets are expected to go to school in uniform in the morning and to wear the uniform properly until school is over for the day. Elements of the uniform, its proper configuration, and proper grooming standards are described in Appendix C – Uniform and Grooming Standards. Uniforms are not issued to cadets until certain minimum requirements have been met. These requirements are:

- a. The cadet must pass a quiz covering wear of the uniform
- b. The cadet must be able to recite the VA-821 motto
- c. The cadet must be in grooming standards (Appendix C)

14. AWARDS AND DECORATIONS: Throughout JROTC, cadets may qualify for and earn numerous awards and decorations. The majority of these awards are those which are earned as a result of locally developed criteria. In addition, outstanding year-long performance is recognized each year during May when VA-821 conducts its Annual Awards Night when nationally recognized awards are presented, recognizing cadets who have made significant contributions to VA-821 as citizens of the Arlington community. Involvement in JROTC after school and volunteer activities is key to being competitive for these awards. These awards are shown and described in Appendix D. Cadets must be present at Awards Night and/or CTE Awards Night to receive their awards. Any exception to this rule must be approved by both instructors.

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CHAPTER 2 – RULES OF ENGAGEMENT

1. **GENERAL:** Space Force Junior ROTC in Arlington County is first and foremost an elective academic course. Students enrolled in SFJROTC are expected to come to class *prepared to learn*. All cadets will be given the opportunity to learn; any behavior which prevents the ASI from effectively instructing or interferes with the other cadets' opportunity to learn will not be tolerated.

2. **RESPECT: Mutual respect is a key element of this course.** Classes will be conducted in a respectful manner, both between the aerospace science instructors (ASIs) and cadets. Cadets will be addressed as Sir or Ma'am, and the ASIs will be addressed by their ranks or by Sir/ Ma'am. The uniform of the United States Air Force and the flag of the United States of America will be shown proper respect at all times. Cadets receive in-depth instruction in the proper way to show respect for the uniform and to the flag. Respect will also be modeled by the ASI staff. Disrespect of any type, whether to another cadet, to the uniform of the USAF, or to the flag of the USA, **will not be tolerated.**
 - a. **PROPER ADDRESSES:** Senior service members frequently address juniors by their first names, but this practice does not give juniors the privilege of addressing seniors in any way other than by proper titles. If Guardians are present, senior service members should address junior service members by their titles. Service members of the same grade, when among themselves, may address one another by their given names. Increasingly, service members use first names. Formality, however, is the best policy. Junior service members should always be conservative until they can sense what is appropriate. It is wiser to be too formal, rather than too familiar.

 - b. Headquarters AFJROTC and VA-821 demands a **Prohibition on Physical Discipline and Hazing**. Any form of hazing, whether verbal or physical will not be tolerated within any SFJROTC unit or activity. This includes voluntary punishment (i.e. pushups or running laps) for mistakes at drill team practice or other activity. Additionally, any form of **sexual harassment or bullying** in any manner is **also strictly prohibited**.

3. **CONDUCT OF CLASS:** Each class session will commence with roll call and announcements. Weather permitting, the Colors will be raised in the morning session and lowered for the day in the afternoon session. On academic days the students will then be split or combined for appropriate instruction in the appropriate Aerospace Science or Leadership Education course. The Curriculum Plan and Course Syllabi for the VA-821 academic courses are contained in Appendix G.

Wednesday or Thursdays are normally Uniform Inspection days. Cadets are required to wear the uniform to all classes (**all day** on that date). Cadets are also required to be properly groomed when wearing the uniform of the United States Space Force. The specific uniform to be worn will depend upon weather conditions and the election of the ASI. Proper wear of the uniform and grooming will also be modeled by the ASI staff and AS II/III/IV cadets. SFJROTC badges, the proper configuration of the cadet uniform and grooming standards are displayed in Appendix C – Uniform and Grooming Standards. Additionally, cadets that have earned the Airman Battle Uniform (ABU, may wear the ABUs on one Thursday a month, designated by the SASI, and fulfill a blue uniform requirement and as directed by SASI.)

Friday's are normally dedicated to Cadet Health & Wellness activities. Emphasis will be placed on voluntary participation in healthy activities leading to a more robust and fit life-style, not in attaining a specific level of fitness. However, students who accomplish high levels of improvement or performance in fitness activities will be appropriately recognized. Cadets may not participate in these activities without parental permission. If weather is below 50F and ASI directs the class to go outside, then the cadets wear appropriate long pants and long sleeves.

At ASI discretion, cadets will wear SFJROTC issued training gear on this day. If the weather is below 50 F, cadets must wear sweat tops and sweatpants. Additionally, the cadets can wear conservative styled gloves and knit hats in cool weather.

4. **ACADEMIC GRADING:** The grade structure for SFJROTC I/II and III/IV is:

<u>GRADE</u>	<u>PERCENTAGE</u>
A	90% +
B+	87-89
B	80 - 86
C+	77 - 79
C	70 - 76
D+	67 - 70
D	60-66
E	57 and below

The grade in SFJROTC is a weighted grade consisting of formative and summative activities in Aerospace Science, Leadership Education (to include uniform inspection), and the Cadet Health & Wellness Program. It is absolutely essential that cadets stay vigilant in their pursuit of passing, above-average grades in all three areas. It is virtually impossible to pass SFJROTC if the cadet totally neglects any of these three areas.

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5. ASSIGNMENTS: Written assignments will be due no later than dismissal from class on the due date. Assignments which are not turned in at that time, are deemed late, and will be have a grade reduction in accordance with APS policy. The same methodology applies to uniform inspections. Uniform inspections are “laboratory assignments” and must be made up if missed. Students knowing they will be absent on a uniform inspection day due to conflicting field trips, etc, should pre-inspect in the day(s) immediately preceding the absence. Cadets who do not pre-inspect for days they know they will be absent will be assessed penalty points – this is construed as irresponsible behavior.

6. DISENROLLMENT: From the AFJROTC Instruction: "The SASI must be allowed to disenroll an AFJROTC cadet at any time during the academic year with proper cause. Disenrollment is a last resort, and must be preceded by documentation and corrective counseling. However, it is necessary in some cases, in order to maintain the morale and discipline of the unit. Instructors must work together with the cadets, their parents, unit cadet leaders, school counselors and administrators to resolve these issues. However, when these efforts are unsuccessful, the SASI must be allowed to remove the cadet from the AFJROTC program." Areas that could cause a cadet to be considered for disenrollment include: failure to maintain acceptable standards (including uniform wear and grooming), indifference to training, failure to meet Cadet Contract requirements to include being a volunteer for the class or other reasons deemed appropriate by the principal or SASI.

To ensure compliance with HQ AFJROTC direction, three weeks after the SASI initiates the disenrollment process by notifying both the Career Center Principal and Director of Counseling in writing, the issue must be resolved or the cadet must be removed from the program.

7. APPLICATION FOR ADVANCED ACTIVITIES: If cadets are interested in attending advanced leadership development opportunities or applying for a specific job, they must complete a formal application and turn it into the ASI staff by the suspense date. Additionally, if a cadet wishes to return to the program, at the end of each year the cadet must complete an application to be considered. An illustration of the required form is at Figure B-4. (Cadets must maintain GPA of 3.0 or higher in all classes and no Ds or Es in any class; ASI staff may waive this requirement).

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- 8. HEADPHONES:** Headphones will not be utilized in any designated SFJROTC area, whether in an AFJROTC uniform or while wearing civilian clothes.
- 9. HEADGEAR:** No headgear will be worn inside the SFJROTC area.
- 10. FOOD & DRINK:** Only water will be consumed in the classroom during the school day (0750-1500).
- 11. GUM:** Gum will not be chewed in the SFJROTC area.
- 12. CONTACT METHOD:** The primary contact method with SASI or ASI is via the APS email system with mark.dierlam@apsva.us and jude.victor@apsva.us via the office phone, 703 228-5800.
- 13. TWITTER:** The cadet corps uses Twitter to update cadets on unit events. It is recommended that cadets follow @VA821 for timely updates.
- 14. RESERVE CADETS:** Cadets that have completed JROTC I are eligible to participate as Reserve Cadets in JROTC events when their schedules will not allow them to take further JROTC classes. The SASI must approve all Reserve Cadets. Reserve Cadets will wear their uniform once a week with the cadet corps. It is the Reserve Cadets responsibility to sign in once a week in uniform in the JROTC area with their instructors. If a Reserve Cadet does not sign in 3 times, the cadet will be removed from the program. Reserve Cadets are eligible to participate in all JROTC activities to include community support and competitions such as drill or CyberPatriot. Reserve cadets must attend the yearly HQ AFJROTC Inspection.
- 15. CORDS:** Cadets that are ranked top 6 within the unit (Squadron Commander, Deputy Squadron Commander, Executive Officer, Logistics OIC, Drill OIC and Activities OIC), are authorized to wear a cord for their position. Once a cadet leaves this position, the cadet is longer authorized to wear the cord and must return the cord.
- 16. PERMISSION SLIPS:** For field trips, cadets must return their permission slip one week prior to the trip to be eligible to go on the field trip. Any exception must be approved by the JROTC Instructor leading the trip.

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CHAPTER 3 – FLIGHT PLAN

GENERAL: The Space Force JROTC program in the Arlington Career Center is a **very** busy program. Commencing with the enrollment of new students, the activities of the VA-821 corps of cadets, in pursuit of the objectives of the program, are non-stop, both in- and out-of-class.

CALENDAR: While the course of academic study is fairly well established, the extra-curricular activities of VA-821 are always evolving. However, the following list of events represents the current plan. **Mark your calendars now**—four events all cadets are expected to attend are the VA-821 Back to School event (9/30), Military Ball (12/5), Wreaths Across America wreath laying (12/13) and the Annual Awards Night (5/12). Wreaths Across America is a volunteer opportunity held at Arlington National Cemetery –the other three events are at the ACC.

AUGUST

Squadron staff is appointed and all Cadets assigned a role within the squadron
Cadet Staff is prepared and trained for their individual responsibilities & preps classroom
Squadron logistics staff prepares for uniform issue, maintains inventory

SEPTEMBER

Flight commanders are responsible for collecting cadet contracts/paperwork
Cadets present the Colors at the School Board meeting for the first time (9/4)
Flight Commander recommends jobs for the flights
New cadets are fitted for uniforms and introduced to drill
Academic Bowl, CyberPatriot, and StellarXplorers teams recruit new members
Friday Wakefield football game Color Guard (TBD)

- Cadets support ACC's Back to School night (9/30)
- Squadron prepares for first fundraiser

OCTOBER

- Drill Team CC submits plan for drill practice schedule to ASI
- Academic Bowl, StellarXplorers and Cyberpatriot teams train and compete
- Cadets conduct fund-raising activity
- Picture Day (10/14)

NOVEMBER

- Cadets attend Veterans Day ceremonies and provide color guard support
- Academic Bowl and Cyber Patriot teams train and compete
- Plan and execute field trip to Air and Space Museum

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DECEMBER:

- VA-821 Military Ball (12/5)
- Wreaths Across America event at Arlington National Cemetery (12/13)
- Logistics staff has supply room, paperwork, and WINGS data in order
- Cadets finalize yearly HQ Self-Inspection Checklist NLT 15 Dec

JANUARY:

- Cadets participate in Elective Fair activities at the various high schools
- Flight Commanders submit recommendations for promotions two weeks before the promotion date
- HQ UA Inspection.

FEBRUARY:

- Unity Reed Drill Competition (TBD)
- End of first semester – All cadets up for promotion
- APS volunteer events
- Logistics staff has supply room, paperwork, and WINGS data in order

MARCH:

- APS volunteer events
- Focus on Drill

APRIL:

- Flight Commanders submit recommendations for promotions two weeks before the promotion date
- Cadets start plans for Awards Night
- End of third quarter – AS first year cadets are up for promotion
- Cadets finalize Squadron Goals
- AFA State Drill Comp Richmond VA (4/25)

MAY:

- VA-821 hosts its annual Awards Night and Change of Command (5/12)
- Cadets start updating Cadet Guide and Cadet Corps Goals

JUNE:

- Cadets perform numerous Color Guards for graduation ceremonies throughout the Arlington community
- Uniforms are turned in for non-returning cadets
- Inventory is finalized after counting all uniforms

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Throughout the year, the cadets perform Color Guards whenever possible. In addition, cadets are often called upon to help with activities at the Career Center and at other schools. For example, cadets are often asked to assist by ushering and helping with set-up at the Information Nights conducted at Washington-Liberty High School. Altogether, these activities number over 50 instances of community service throughout the school year. Cadets set a goal of community service hours for each year.

3. Leadership Development Requirements: Another primary method of providing service to the Arlington community is in any number of co-curricular service projects. These can range from food drives and clean-up projects to fund raisers and participation in Habitat for Humanity construction projects. **Cadets are expected to plan and coordinate these activities.** The successful conclusion of these activities contributes to the award of the Co-Curricular Leadership Ribbon.

4. HONOR FLIGHT: Throughout the year, the flights will compete for the title of honor flight. The individual flights will work as a team to complete objectives and challenges from the instructors and cadet staff with the goal of earning the honor flight trophy at the end of year awards ceremony.

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APPENDIX A – UNIT STRUCTURE

1. THE VA-821 CORPS OF CADETS is a squadron composed of five flights, aligned with the periods during the school day. On "A Days" the morning session is "A" flight, the mid-day session is "B" flight, and the afternoon session is "C" flight. On "B Days" the morning session is "D" flight and the mid-day session is "E" flight. Each flight is composed of anywhere from one to three elements. Each element will be composed of at least three cadets.

2. POSITION DESCRIPTIONS: The VA-821 SFJROTC Corps of Cadets is patterned after an active duty unit, with similar responsibilities and jobs. Depending upon unit strength, certain positions may or may not be filled. This is at the discretion of the ASI staff. Potential VA-821 positions are:

- a. **Squadron Commander:** Responsible for all aspects of Cadet Squadron to include appearance, discipline, training, and conduct of the squadron. Responsible for planning, coordinating, and enforcing cadet goals. Responsible for updating Unit Mission Brief.
- b. **Director of Operations/Personnel:** Assists the Squadron Commander with all duties and responsibilities of the Cadet Squadron. Responsible to the Squadron Commander for the training and conduct of Flight Commanders, to include goal setting and activities. Responsible for documenting community service, awards, rank, jobs, and unit participation for all cadets in WINGS.
- c. **Executive Officer:** Responsible to the Squadron Commander for goal completion and discipline of the cadets. Responsible for training and supervision of cadet staff. Works with staff to update mission brief. Responsible for managing color guard activities.
- d. **Logistics OIC:** Reports to the Executive Officer. Proficient in entering data in WINGS (Receiving items, issuing items to cadets). Maintains an inventory of on-hand supplies for the group. Manages the issuing of uniforms and accounts for every uniform item in WINGS. Responsible for keeping the supply room clean and organized.
- e. **Activities Officer:** Community outreach coordinator and event manager. Activities Officer will be tasked with supervising Action Officers during events, reaching out to the community for greater community service opportunities, and organizing logistical affairs during drill competitions
- e. **Drill Team Commander:** Reports to the Executive Officer. Leads the drill team. Works with the ASI to organize the training of cadets, as well as creating team rosters. Responsible for collecting paperwork for drill events.
- f. **Cadet Health and Wellness (CHWP) OIC:** Reports to the Executive Officer. Manages all CHWP activities to include administering the Presidential Fitness Test and weekly CHWP activities. CHWP OIC will meet with all Flight Sergeants at least once a quarter to coordinate classroom CHWP activities. Responsible for collecting PT data and inputting scores into WINGS.
- g. **Academics OIC:** Reports to the Executive Officer. Coordinates all activities conducted by the Kitty Hawk Society. Manages Academic Team. Responsible for goals pertaining to academics.
- h. **Cyber Patriot OIC:** Reports to the Executive Officer. Coordinates all activities conducted by the Cyber Patriot team.
- i. **StellarXplorers OIC:** Reports to the Executive Officer. Leads missions, prepares briefs, and teaches fundamentals of Orbital Mechanics and AGI software.

i. Flight Commander: Reports to the Director of Operations. Maintains the appearance, discipline, efficiency, training, and conduct of the flight. Established goals for the flight which are in line with unit goals and executes accordingly. Provides feedback and recommendations before quarter promotions. Responsible for collecting necessary paperwork/permission slips from flight members.

j. Flight Sergeant: Assists the Flight Commander. Provides recommendations based on input from lower-class cadets and acts as liaison between the flight and flight staff. Responsible for classroom CHWP activities.

k. Flight Element Leaders: Maintaining order in the element during all functions/formations. Making sure cadets from your elements are ready for whatever event they might be doing (Pride days, CHWP etc.). This role may or may not be instituted, at the discretion of the instructors.

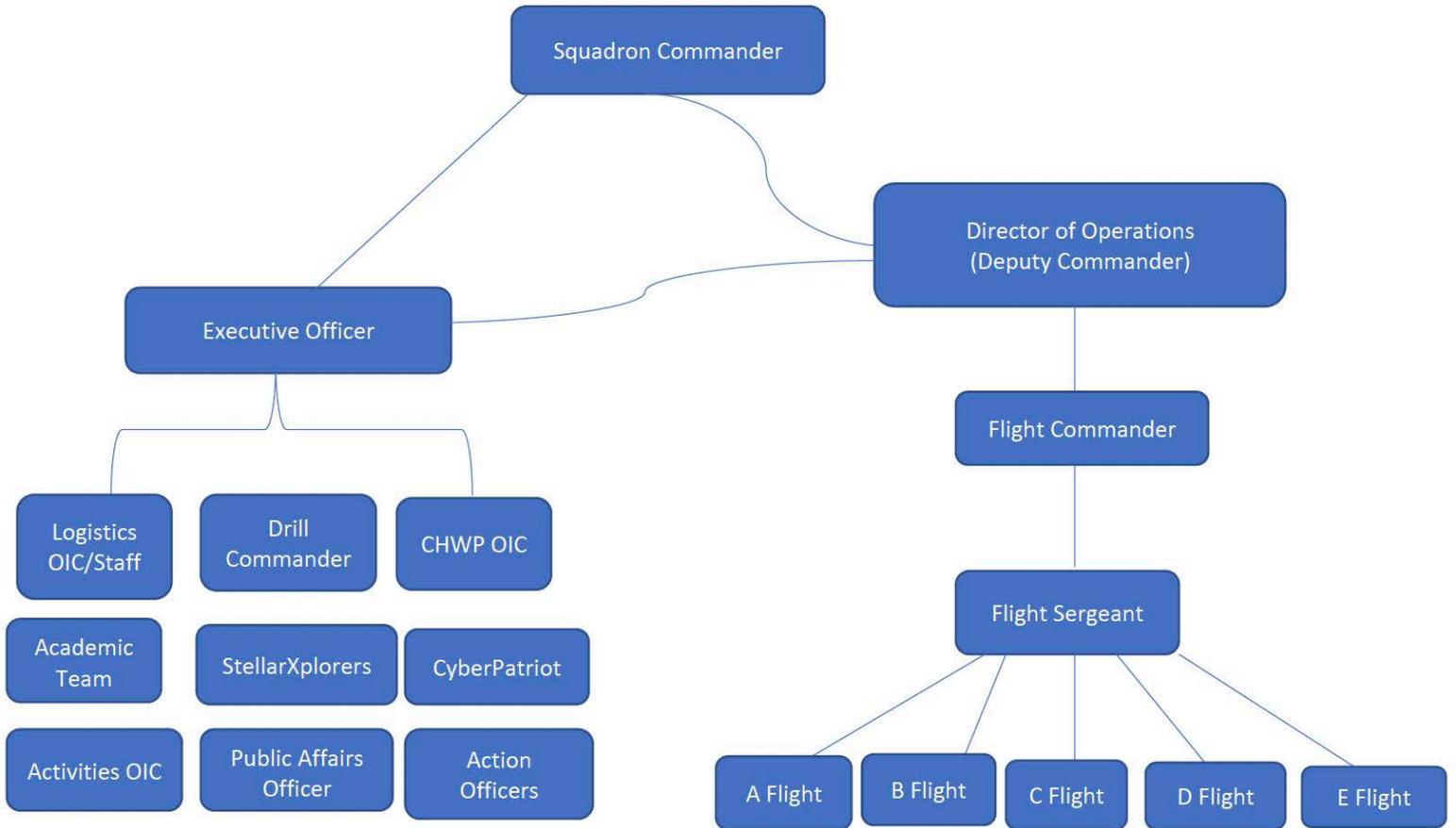
l. Action Officers: Motivated cadets that step up and help the 2nd and 3rd years prepare events like Military Ball, leading the tour of Arlington National Cemetery, etc.

CHAIN OF COMMAND: The VA-821 cadet chain of command extends from the Commander in Chief through the individual flight commanders and flight sergeants. The cadet squadron structure and basis for the Unit Manning Document is depicted on Figure A-1. The Unit Manning Document is at Figure A-2. Cadet Training Instructors perform in an advisory capacity to the ASI staff and the cadet command staff; they may also serve part of commander in the unit and will be part of the direct chain of command.

SQUADRON STAFF MEETINGS: The squadron commander is responsible for conducting a meeting of the cadet staff before all APS School Board meetings. The commander will ensure an agenda is published. The agenda should include a review and assessment of recent cadet activities, and planning for upcoming cadet activities, to include drill competitions, Color Guards, and upcoming group service projects. At the conclusion of the meeting, the commander is responsible for ensuring minutes of the meeting are published and provided to the Aerospace Science Instructors. Cadet Commanders will also report to the ASI staff of any pros/cons in the unit as well as any changes that they need to make to improve the unit's performance.

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FIGURE A-1



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FIGURE A-2

VA-821 Unit Manning Document (UMD)

The following UMD is established for enrollment levels up to and including 120 cadets. Ranks and positions listed are temporary:

<u>POSITION TITLE</u>	<u>CADET RANK AUTHORIZED</u>	<u># AUTHORIZED</u>
Squadron Commander	Cadet Lieutenant Colonel	1
Director of Operations	Cadet Major	1
Squadron Executive Officer	Cadet Captain	1
Logistics/Admin OIC	Cadet Captain	1
Logistics NCOIC	Cadet Master Sergeant	1
Drill Team Commander	Cadet First Lieutenant	1
Drill Team NCOIC	Cadet Master Sergeant	1
Flight CHWP	Cadet Staff Sergeant	5
CHWP NCOIC	Cadet Technical Sergeant	1
Academics OIC	Cadet Technical Sergeant	1
Cyber Patriot OIC	Cadet Technical Sergeant	1
Flight Commander	Cadet Second Lieutenant	3
Flight Sergeants	Cadet Technical Sergeant	3
Activities OIC	Cadet First Lieutenant	1
Public Affairs Officer	Cadet Second Lieutenant	1

*Activities OIC rank is subject to change at discretion of ASI depending on various factors

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APPENDIX B – CADET RANKS AND PROMOTION PROCEDURES

- 1.GENERAL:** In VA-821, cadet ranks parallel those of the active Space Force. Ranks are awarded based upon proven performance and on potential for assumption of additional future responsibilities. See Appendix C for an illustration of cadet ranks. When using ranks in the SFJROTC program, the word “cadet” will always be used to ensure it is understood that individuals being referred to are cadets and not members of the services.

- 2.LIMITATIONS:** Cadet Ranks are also limited based upon the amount of enrollment in the program. At current manning levels, the maximum rank attainable within VA-821 is Cadet Lieutenant Colonel. Additional enrollment would warrant a higher attainable rank. Distribution of ranks within VA-821 will a parallel that of an active Space Force unit. In other words, we will ensure we do not have too many officers for the amount of enlisted within our ranks.

- 3.PERMANENT RANKS:** All cadets are assigned a permanent grade commensurate with their performance in SFJROTC years. Permanent grades are awarded during the second semester of each year. Retention of permanent grades is contingent upon satisfactory performance and behavior as determined by the SASI/ASI. Exceptions are authorized at the discretion of the SASI and in accordance with published unit guidance.
 - a. Cadets can earn permanent grades of E-2, E-3 & E-4 with the guidelines below to include Community Service (CS) and Leadership Development Requirements (LDR) during their first year in the program.
 - E-2: Know Space Force Song, 2 CS events, 1 LDR event, at least a C grade at the end of the second or third quarter
 - E-3: E-2 requirements and 10 total after school events plus at least a B grade at the end of the second or third quarter
 - E-4: E-3 requirements and 20 total after school events plus an A grade at the end of the third quarter.
 - b. Cadets may be selected for a position with a temporary grade and will revert to their permanent grade upon completion of these duties. At the discretion of the SASI, cadets in their final term of SFJROTC may retain the highest rank to which they have been promoted, regardless of course level.
 - c. **COMMAND AND STAFF:** The SASI will select the cadet squadron commander, subordinate commanders and key staff members required by the organizational structure of the unit. The SASI may allow cadet commanders and key staff members to propose remaining cadet staff members or may designate the remaining cadet staff members. However, every cadet in the unit will receive position as we promote responsibility and accountability as well as teamwork.

- 4.RANKS & RESPONSIBILITIES:** The military system is a hierarchy. Leaders placed in charge of units in the military structure exercise control. These leaders are officers and NCOs. All must display disciplined obedience combined with loyalty, in accordance with law and policy. From the highest to the lowest, subordinates must extend an unflinching respect to the authority that issues their orders. The privileges of rank do not include the privilege of abuse of position. With rank comes greater expectations and responsibilities.

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COMMUNITY**

6.PROMOTIONS: Cadets are promoted as a result of proven performance and potential for assumption of additional responsibilities. The promotion cycles in VA-821 occur primarily at the end of the first semester, third quarter or whenever it is deemed appropriate. Exceptional performance may merit up to one early promotion as decided by instructors.

7.PROMOTION PROCEDURES: Cadet staff will initiate the promotion cycle by performing an assessment of all currently enrolled VA-821 cadets. Flight commanders will be responsible for the assessment of all subordinates within their flight, and will endeavor to remain objective and professional throughout the procedure; ensuring personal bias does not enter into the process. Flight commanders and their flight sergeants will provide recommendations quarterly for the cadets in their flights to the squadron commander via the Director of Operations using the promotion spreadsheet. In no case will a cadet be promoted if he/she has not attained a passing grade for the promotion period. Otherwise, promotion recommendations will be based on an overall assessment of the cadet's performance and potential, to include academic performance, proper wear of the uniform, appropriate behavior and demeanor, and participation in cadet activities. The ASI staff is the final determining authority for all promotions. In all cases where the ASI staff is in disagreement with the recommendations of the squadron commander the ASI staff will confer with the squadron commander to arrive at an appropriate solution.

8.DEMOTIONS: Cadets will not normally be demoted. However, in instances of egregious behavior or conduct detrimental to the corps of cadets (constant lack of responsibility), a cadet may be demoted at the discretion of the ASI staff. This process may be as the result of behavior noted personally by the ASI staff or as the result of recommendations arriving at the staff through the normal cadet chain of command. Cadets who are demoted will have a Memorandum for the Record (MFR) inserted in their cadet records documenting the demotion and its cause. The MFR will be removed when and if the cadet returns to good standing, normally at the end of the next grading/promotion cycle.

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Appendix C: Uniform and Awards

Chapter 7: Uniform and Awards, Operational Supplement 1 August 2023

Foreword

Chapter 7 of this Operational Supplement (Ops Sup) describes how *Air Force Junior ROTC (AFJROTC) and Space Force Junior ROTC (SFJROTC) cadets* will wear the uniform and maintain Air Force grooming standards while in uniform. Incorporating Change 5 to DAFI 36-2903, dated 31 March 2023, describes how to properly wear the Air Force uniform and this Operations Supplement describes how AFJROTC and SFJROTC cadets will wear rank, ribbons, medals, and other accouterments. Cadets wear the same basic uniform as the active-duty Air Force, and they will be expected to honor and wear the uniform properly and with pride. This chapter provides the latest guidance and clarification on AFJROTC and SFJROTC uniform wear for instructors and cadets. It also provides guidelines for cadet appearance and grooming.

The Awards and Decorations Program recognizes the achievements of AFJROTC and SFJROTC cadets and fosters increased morale and esprit-de-corps. This chapter outlines the proper execution of a successful unit Awards and summary of CDecorations Program. Changes:

Allows drinking of beverages while walking in uniform, blue baseball cap wear with the ABU uniform, OCP uniform changes, change of COVID-19 ribbon to Resiliency Ribbon, added guidance for religious and transgender uniform waiver requests.
Changes to this Ops Sup are highlighted in yellow

ACCOUTREMENTS (GENERAL)

7.1. Insignia Placement. Insignia on the AFJROTC and SFJROTC uniform will be worn according to the figures contained in this guide.

7.2. 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. Flight Suits are authorized for those cadets who meet all requirements listed in paragraphs 7.2.1. – 7.2.4. Purchase flight suits through WINGS | FEDMALL. **Flight Suits are accountable uniforms items and must be issued/returned via WINGS.** (See Attachment 7-13).

7.2.1. Flight Solo Badge. Awarded to any cadet possessing a solo flight certificate signed by a FAA Certified Flight Instructor for either powered or non-powered aircraft. Email: jrotc.jrs.logistics@au.af.edu a copy of the cadet's Flight Solo Certificate, and then go to WINGS | Logistics | Create Display Orders and

order the Flight Solo Badge.

7.2.1.1. Flight suits are not authorized solely on obtaining the Flight Solo Badge. (See Attachment 7-13).

7.2.2. Unmanned Aircraft Badge. Awarded for successful completion of the Remote Pilot Certification Test. Email jrotc.jrs.logistics@au.af.edu a copy of the cadet's FAA Certificate, and then go to WINGS | Logistics | Create Display Orders and order the applicable badge.

7.2.2.1. Flight suits are authorized for cadets who successfully pass the FAA Part 107 knowledge test and are "active" members of the unit's unmanned aircraft/multicopter team.

7.2.3. Aviation Ground School Badge. Awarded for successful completion of the FAA Private Pilot Practical Test (Powered or Glider). Email jrotc.jrs.logistics@au.af.edu a copy of the cadet's FAA Certificate, and then go to WINGS | Logistics | Create Display Orders and order the applicable badge.

7.2.4. Flight suits are authorized for cadets enrolled in Aviation Honors Ground School. Upon completion, continuous wear is authorized for cadets who passed the written test, and/or **have been awarded the aviation ground school/unmanned aircraft badge**. Otherwise, flight suits will be returned to the unit's logistics inventory via WINGS. (See Attachment 7-13).

7.2.5. 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 jrotc.jrs.logistics@au.af.edu a copy of the cadet's Flight Certificate, and then go to WINGS | Logistics | Create Display Orders and order the Pilot Certificate Badge.

7.2.5.1. Flight suits are authorized for cadets that have earned the private pilot flight certificate or **have successfully completed the Flight Academy program**. (See Attachment 7-13).

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

7.2.7. Kitty Hawk **Honor** Society Badge. Awarded to cadets who are members of the Kitty Hawk **Honor** Society. The unit's Kitty Hawk charter will spell out the requirements for entry into society. Go to WINGS | Logistics | Create Display Orders and order the Kitty Hawk **Honor** Society Badge.

7.2.8. Distinguished Cadet Badge. This annual award consists of a certificate and the Distinguished 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 and SFJROTC 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 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 Ribbon
- f. Service Ribbon

7.2.9. Aerospace Education Foundation (AEF) Academic Cadet Badge. Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining a minimum 3.3 grade point average (GPA) with no grade below a 2.0 GPA on their transcript. The individuals must be recommended by the SASI. Go to WINGS | Logistics | Create Display Orders and order the AEF Badge.

7.2.10. Model Rocketry Badge. Awarded to cadets who have fulfilled model rocketry program requirements. Program requirements can be found in WINGS | Published Files | JROTC | AFJROTC LDRs | Rocketry folder.

7.2.11. Other Badges or Pins. Any badge or pin not specifically authorized by HQ AFJROTC will not be worn on any AFJROTC or SFJROTC uniform combination. This includes pins given to cadets participating in **Cyber Patriot or Stellar Explorers.**

7.2.12. Marksmanship Awards. Marksmanship competition awards/badges may be worn on the AFJROTC and SFJROTC uniform. Males and females will wear the badge (may only wear one) below the ribbons on the blue shirt or service dress uniform. Marksmanship badges will not be worn with medals.

7.2.13. Cadets may earn one of the three marksmanship badges; however, they may wear no more than one badge on the uniform at a time. These badges are earned by scores obtained in competitions, not practices. These badges are awarded by the unit's SASI.

7.2.13.1. The Basic Marksmanship Badge - requires a combined score of 170 or

above, fired in the prone, standing, and kneeling 3x10 positions.

7.2.13.2. The Sharpshooter Badge - requires a combined score of 220 or above, fired in the prone, standing, and kneeling 3x10 positions.

7.2.13.3. The Expert Badge - requires a combined score of 250 or above, fired in the prone, standing, and kneeling 3x10 positions.

7.2.14. The Civilian Marksmanship Program's (CMP) Junior Distinguished Badges (Gold, Silver and Bronze) are awarded to cadets who distinguish themselves by attaining a series of high rankings in designated major junior air rifle championships that include State Junior Olympic Qualifiers, CMP Cup Matches, the National Junior Olympic Championships and other National Council Three- Position Air Rifle Championships.

7.2.14.1. Badges are earned through CMP and units can visit www.thecmp.org for additional information on how to qualify for the badges.

7.2.14.2. Junior Distinguished Badges are provided, at no cost, by the CMP and cannot be purchased through local vendors or HQ AFJROTC.

7.3. Shoulder patches, cords, and tabs.

7.3.1. AFJROTC Patch (white, Lamp of Knowledge) and SFJROTC Patch (black, Lamp of Knowledge). Wear of the AFJROTC or SFJROTC official shoulder patch is **mandatory** on the left sleeve (shoulder) of all uniforms except the raincoat, overcoat, and



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

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

7.3.2.1. The American Flag patch - OCPs, is mandatory and will be worn on the right shoulder and will be full color (cloth) centered at the top of the Velcro. (See Attachment 7-6b, Note 2).

7.3.2.2. The American Flag patch **will not** be worn with any other uniforms other than those in paras 7.3.2 and 7.3.2.1.

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

7.4. Shoulder Cords. Cadets are authorized to wear **one shoulder cord (double knot, single cord “infantry” style).** 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, citation cords, or extra loops inside or outside the arm).** 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. **Shoulder cord may be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.4.1. Criteria for wear and shoulder cord colors will be described in the Cadet Guide or Unit Operating Instructions. On the service dress coat, the cord will be grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. On the blue shirt, the cord will be under the epaulet, grounded to the left shoulder seam and pinned to the shoulder with the pin hidden beneath the cord. **See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.5. Shoulder Tabs. Shoulder tabs are either **cloth or metal** arches denoting participation in an AFJROTC or SFJROTC 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 in the Cadet Guide or Unit Operating Instructions. **See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.6. Awards and Decorations.

7.6.1. The Cadet Awards and Decorations Program fosters morale, esprit- de-corps, and recognizes achievements of AFJROTC and SFJROTC cadets. Awards sponsored by national organizations are funded by the sponsoring organization and donated through local chapters where available. Only Awards and Decorations approved by Holm Center/JR and listed in this guide may be worn. **Units cannot purchase matching medals for HQ AFJROTC Approved Ribbons.** (Example: Outstanding Cadet, Patriotic Flag, Bataan March, etc.). Only medals specifically designated within this Operational Supplement (para 7.6.3.2) and depicted on the AFJROTC and SFJROTC Ribbon Chart are approved.

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

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

7.6.1.3. Units are authorized to impose additional criteria (**more stringent**) to meet local standards and needs without diminishing minimum standards. Published in the Unit Cadet Guide or Unit Operating Instructions.

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

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

7.6.2.1. An award is defined as either a ribbon, medal, certificate, or scholarship.

7.6.2.2. Awards have been categorized into three categories.

7.6.2.2.1. Authorized to present and wear (Paras 7.6.3.1, 7.6.3.2. and 7.6.3.3.)

7.6.2.2.2. Authorized to present and unauthorized to wear (Paras 7.6.3.5 and 7.6.3.6)

7.6.2.2.3. Unauthorized. Host organization may submit a package to present (Para 7.6.6.)

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

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

7.6.2.4. Any active-duty military heritage organization i.e., Special Forces Association, aka the Green Berets, may present awards to cadets. Units with local school district employed Director of Army Instructors (DAI)s shall provide AFJROTC and SFJROTC units with a complete listing of awards given by the local district under DAI control (or an officer acting on behalf of the superintendent of schools.) Only the awards listed on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform.

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

7.6.3. Order of Precedence of medals and ribbons.

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

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

1. Gold Valor Award (Medal/Ribbon)
2. Silver Valor Award (Medal/Ribbon)
3. Cadet Humanitarian Award (Ribbon)
4. Silver Star Community Service with Excellence Ribbon
5. Community Service with Excellence Ribbon
6. Air Force Association Award (Medal/Ribbon)
7. Daedalian Award (Medal/Ribbon)
8. Daughters of the American Revolution Award (Medal/Ribbon)

9. American Legion Scholastic Award (Medal/Ribbon)
10. American Legion General Military Excellence Award (Medal/Ribbon)
11. Reserve Organization of America (ROA) Award (Medal/Ribbon)
12. Military Officers Association Award (Medal/Ribbon)
13. Veterans of Foreign Wars (VFW) Award (Medal/Ribbon)
14. National Society United States Daughters of 1812 (Medal/Ribbon)
15. National Sojourners Award (Medal/Ribbon)
16. Scottish Rite, Southern Jurisdiction Award (Medal/Ribbon)
17. Military Order of the Purple Heart Award (Medal/Ribbon)
18. Sons of the American Revolution Award (Medal/Ribbon)
19. Military Order of World Wars Award (Medal/Ribbon)
20. American Veterans Award (Medal/Ribbon)
21. Air Force Sergeants Association (AFSA) Award (Medal/Ribbon)
22. Tuskegee Airmen Incorporated Cadet Award (Ribbon)
23. The Retired Enlisted Association Award (Medal/Ribbon)
24. The Celebrate Freedom Foundation Award (Medal/Ribbon)
25. Air Commando Association Award (Medal/Ribbon)
26. Distinguished Unit Award with Merit (Ribbon)
27. Distinguished Unit Award (Ribbon)
28. Outstanding Organization Award (Ribbon)
29. Outstanding Flight Ribbon
30. Top Performer Ribbon
31. Outstanding Cadet Ribbon
32. Leadership Ribbon
33. Superior Performance Ribbon
34. Achievement Ribbon
35. Academic Ribbon
36. Cadet Leadership Course Ribbon
37. Special Teams Placement Ribbon
38. All Services National Competition (Medal/Ribbon)
39. Air Force Nationals Competition (Medal/Ribbon)
40. Orienteering Ribbon
41. Leadership Development Requirement (LDR) Leadership Ribbon
42. Drill Team Ribbon
43. Color Guard Ribbon
44. Saber Team Ribbon
45. Marksmanship Ribbon
46. Joint Service Academic Bowl (JLAB) Team Ribbon
47. Cyber Patriot Team Ribbon
48. StellarXplorers Team Ribbon
49. Raider Team Ribbon
50. Military Model Building Team Ribbon
51. Unmanned Aircraft Systems (UAS) Ribbon
52. Robotic Club/Team Ribbon
53. Good Conduct Ribbon
54. Service Ribbon

55. Health and Wellness Ribbon
56. Recruiting Ribbon
57. Activities Ribbon
58. Attendance Ribbon
59. Dress and Appearance Ribbon
60. Longevity Ribbon
61. Bataan Death March Memorial Hike Ribbon
62. Patriotic Flag Ribbon
63. **Resiliency** Ribbon

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

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

7.6.3.5. The following National-level organizations may present awards to AFJROTC and SFJROTC cadets, but ribbons are not authorized for wear on the cadet uniform. Only the awards listed on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform.

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

7.6.3.6. Congressionally chartered Veterans Service Organization (VSO), recognized by the Department of Veteran Affairs; may present awards to cadets. However, unless authorized on the AFJROTC and SFJROTC 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 and SFJROTC cadets – Only ribbons/medals authorized on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform. Ribbon chart approved ribbons/medals are in bold below.

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**
5. American Red Cross
- 6. American Veterans Association (AMVETS)**
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)**
- 18. Military Order of The Purple Heart of the USA, Inc.**
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)**
- 27. Veterans of Foreign Wars of the United States**
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)**
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)**
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)**
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**
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)**
- 95. Society of Military Widows
- 96. Society of Medical Consultants to the Armed Forces (SMCAF)
- 97. Student Veterans of America
- 98. Team Rubicon
- 99. Team RWB
- 100. The Forty & Eight
- 101. The Red River Valley Fighter Pilot Association
- 102. TLC Brotherhood, Inc., Veterans of Thailand, Laos, Cambodia in Vietnam War
- 103. Tragedy Assistance Program for Survivors, Inc
- 104. Travis Manion Foundation
- 105. United States Army Warrant Officers Association
- 106. United States Merchant Marine Veterans of World War II
- 107. United States Navy Cruiser Sailors Association
- 108. USCG Chief Petty Officers Association
- 109. Veterans and Military Families for Progress
- 110. Veterans for Common Sense
- 111. Veterans of Modern Warfare, Inc.
- 112. Veterans of the Battle of the Bulge
- 113. Vietnam Women's Memorial Foundation, Inc.
- 114. Women in Military Service for America Memorial Foundation, Inc.
- 115. Women Marines Association
- 116. Women Overseas Service Association

7.6.4. Cadets will be given equivalent AFJROTC and SFJROTC ribbons to wear in lieu of Army, Navy, Marine Corps, or Coast Guard Junior ROTC ribbons/medals the cadet earned while 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.

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

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

AFJROTC and SFJROTC cadets. If the new award is approved, it will be added to this publication and the ribbon/awards chart.

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

HQ AFJROTC Process for External Cadet Award Requests

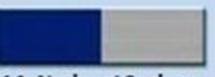
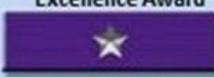
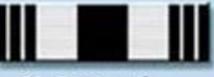
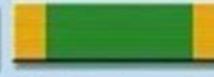
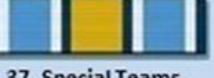
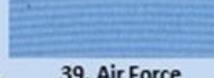
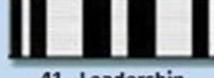
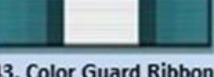
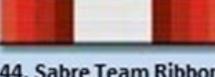
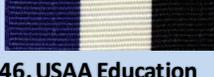
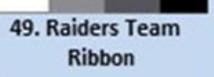
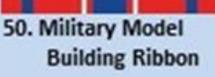
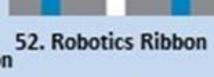
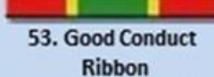
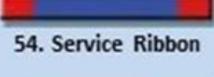
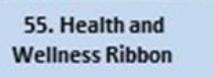
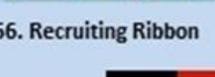
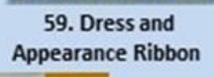
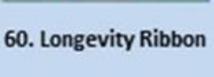
1. HQ AFJROTC/JRS will be the POC for all requests:
 - Receiving address:
 - Headquarters Air Force JROTC
 - Attention: HQ AFJROTC/JRS Division
 - 60 West Maxwell Boulevard
 - Maxwell AFB, AL 36112

2. HQ AFJROTC/JRS completes internal research to confirm package contents (Ribbon/Medal pictures, Award Criteria, Award Certificate, etc.) and add any attachments as required.

3. HQ AFJROTC/JRO convenes a "Board" to review the request considering all information available. Recommendation will be forwarded to the Director. The board will include: Deputy Director, Division Chiefs, and all Regional Directors.

4. HQ AFJROTC Director makes a decision on package request:
 - a. Approved
 - b. Disapproved
 - c. If required, Director will make a recommendation to Holm Center/CC and HQ AFJROTC/JRS will develop an E-SSS with standard routing.

Air Force and Space Force JROTC Ribbon Chart

					
1. Gold Valor Award	2. Silver Valor Award	3. Cadet Humanitarian Award	4. Silver Star Community Service w/Excellence Award	5. Community Service with Excellence Award	6. Air Force Association Award
					
7. Daedalian Award	8. Daughters of the American Revolution Award	9. American Legion Scholastic Award	10. American Legion General Military Excellence Award	11. Reserve Organization of America (ROA) Award	12. Military Officers Association Award
					
13. Veterans of Foreign Wars (VFW) Award	14. National Society United States Daughters of 1812	15. National Sojourners Award	16. Scottish Rite, Southern Jurisdiction Award	17. Military Order of the Purple Heart	18. Sons of the American Revolution Award
					
19. Military Order of World Wars Medal	20. American Veterans Award	21. Air Force Sergeants Association	22. Tuskegee Airman Inc. Award	23. The Retired Enlisted Association Award	24. Celebrate Freedom Foundation Award
					
25. Air Commando Association Award	26. Distinguished Unit Award w/Merit	27. Distinguished Unit Award	28. Outstanding Organization Award	29. Outstanding Flight Ribbon	30. Top Performer Award
					
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-Service National Competition Ribbon	39. Air Force Nationals Competition Ribbon	40. Orienteering Ribbon	41. Leadership Development Requirement (LDR) Leadership Ribbon	42. Drill Team Ribbon
					
43. Color Guard Ribbon	44. Sabre Team Ribbon	45. Marksmanship Ribbon	46. USAA Education Foundation JLAB Ribbon	47. Cyber Patriot Ribbon	48. StellarXplorers Ribbon
					
49. Raiders Team Ribbon	50. Military Model Building Ribbon	51. Unmanned Aircraft Systems (UAS) Ribbon	52. Robotics 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. Resiliency Ribbon	64-68. CAP Ribbons		

7.7. Descriptions and Criteria of Medals and Ribbons. Ribbons will not be worn with Medals (either medals or ribbons will be worn, not both). NOTE: Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, CyberPatriot, 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.

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



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

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



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

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



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

7.7.4. Silver Star Community Service with Excellence Award. Award consists



of a ribbon with a Silver Star device and certificate. The Silver Star Community Service with Excellence Award will be an honor that emphasizes the value of community service, and establishes a greater sense of pride within the corps. The award will be given to cadets in the Top 5% of units (approximately 45 units) who have the highest "per cadet average" community service hours. "Countable" hours must be logged into WINGS and be accomplished IAW published guidance in AFJROTCI 36-2010. Countable hours will be the period from 11 April (previous year) to 10 Apr (current year). HQ will use the last PSR cadet enrollment and the hours submitted in WINGS for that period to calculate the Top 5% units and notify the units earning the Award. Instructors at the Top 5% units will determine which of their cadets have contributed to the unit earning the new award. Ribbon must be purchased from a vendor using MILPER funds. For each additional award earned an additional large silver star will be awarded.

7.7.5. Community Service with Excellence Award. Award consists of a ribbon



and certificate. It is intended to recognize those individual cadets who provide significant leadership in the planning, organizing, directing, and executing of a major unit community service project that greatly benefit the local community. This is not an award given to participants but to the key leader(s) of the project. Forward recommendations for Community Service with Excellence Award to the jrotc.jrs.support@au.af.edu mailbox for review and approval within 6 months of completion of the project. Include a detailed description of the contributions of the individual(s) along with newspaper clippings (if available) describing the outcome of the project, letters of appreciation from civic leaders, or other information deemed appropriate to validate eligibility. Ribbon must be purchased

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

National-level Awards

These Items may be issued to cadets, but medals from these organizations WILL ONLY be worn during events such as dining ins/outs, military ball, change of command ceremonies, awards ceremonies, picture days, or other formal events as specified by the SASI. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, CyberPatriot, Academic Bowl, etc.**

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



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

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

7.7.7. 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.**



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

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

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

7.7.8. 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.**



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

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

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

7.7.9. 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.**



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

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

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

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

7.7.10. 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.**



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

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

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

7.7.11. 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.**



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

- Be in the top 10% in the AFJROTC or SFJROTC program.
- Be in the top 25% in academic grades.
- Be recognized for having contributed the most to advancing the objectives of the AFJROTC or SFJROTC program, which include outstanding dedication to citizenship, knowledge of civic responsibility, military orientation, self-discipline, and a sound work

ethic.

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

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



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

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

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

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

7.7.13. 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.**

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

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

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

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

7.7.14. 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.**

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

7.7.15. 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.**

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

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

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

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



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

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

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

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

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



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

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

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

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

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

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



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

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

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

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



7.7.19.1. This award is presented annually to an outstanding cadet who has committed to continue the aerospace science program the following school year. Selection is based on outstanding accomplishments or service to the AFJROTC or SFJROTC unit.

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

7.7.20. American Veterans (AMVETS) Award. Cadets may only receive this



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

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

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

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

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

7.7.21. Air Force Sergeants Association (AFSA) Award. Cadets may only



receive this award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform

days or during any type of competition.

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

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

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

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

7.7.22. Tuskegee Airmen Incorporated (TAI) Cadet Award. Ribbon for this



award may be worn on the cadet's ribbon rack and worn on regular uniform days.

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

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

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

7.7.23. The Retired Enlisted Association (TREA) Award. Cadets may only



receive this award once. Awarded annually, at the SASI's discretion, for exceptional leadership to the most outstanding AFJROTC or SFJROTC cadet while serving in an Enlisted Rank. The selected enlisted cadet must have shown outstanding leadership throughout the course of the school year. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. **Medals will not be worn on regular uniform days or during any type of competition.**

7.7.24. The Celebrate Freedom Foundation (CFF) Award for Excellence in



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

on regular uniform days or during any type of competition.

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

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

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

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

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

awarded.

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

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

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

7.7.30.1. Consideration for the Top Performer Awards. All currently enrolled cadets may be considered, but specific consideration will be given to cadets not previously recognized for superior performance. The Regional Director may select (SASIs may nominate) a maximum of 2% of a unit's cadets based on a cadet's performance in the following key areas: Leadership and job performance: in primary duty and specifically in preparation for the unit's assessment. Leadership qualities: involvement and positions held in Leadership Development Requirement activities. Academic performance: nominee must be in good academic standing in all high school course work, significant self-improvement, community involvement and other accomplishments.

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

7.7.31.1. Outstanding Cadet Ribbon with silver star. Cadets chosen as State, Pacific and European "AFJROTC/SFJROTC and AFA Cadet Leadership Award" winners will be awarded the "Outstanding Cadet Ribbon" with silver star. Exception: If a cadet has previously earned the Outstanding Cadet Ribbon or

earns it in the future, that cadet will wear only one ribbon; that would be the Outstanding Cadet Ribbon with silver star, since that award is of higher precedence.

7.7.32. Leadership Ribbon. Is a ribbon awarded for outstanding performance in a position of leadership as an AFJROTC or SFJROTC cadet.



Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.33. Superior Performance Ribbon. Is a ribbon awarded to no more than the



top 10% of the cadet corps annually for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC or SFJROTC. Present the ribbon for a single or sustained performance of a superior nature. Ensure award is presented in recognition of achievements and services which are clearly outstanding and exceptional when compared to achievements and accomplishments of other cadets. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.34. Achievement Ribbon. Is a ribbon awarded for a significant achievement



in AFJROTC or SFJROTC or other school activities/events. Individuals may not receive more than one ribbon during a 1-year period. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.35. Academic Ribbon. Is a ribbon awarded for academic excellence as



signified by attaining an overall grade point average of at least "B" for one academic term (cadet may only receive one award annually), in addition to an "A" average in AFJROTC or SFJROTC. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded

7.7.36. Cadet Leadership Course (CLC) Ribbon. Is a ribbon awarded for



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

Cadet Guide.

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



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



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



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



7.7.41. Leadership Development Requirement (LDR) Leadership Ribbon. Is a ribbon awarded at the SASI's discretion for leadership in AFJROTC or SFJROTC Leadership Development Requirement activities (such as, but not limited to, PT team commander, orienteering team commander, drill team commander, color guard team commander, dining-in chairperson, military ball chairperson, etc.). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon



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

7.7.42. Drill Team Ribbon. Is a ribbon awarded to cadets who participated on



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

7.7.43. Color Guard Ribbon. Is a ribbon awarded to cadets who perform at least



5 color guard performance events (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.44. Saber Team Ribbon. Is a ribbon awarded to cadets who perform at least



3 saber team performance events (cumulative). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.45. Marksmanship Team Ribbon. Is a ribbon awarded to cadets who



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

7.7.46. Joint Leadership Academic Bowl (JLAB) Ribbon. Is a ribbon awarded



to cadets who are a member of the JLAB team for at least one year/season. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.47. CyberPatriot Ribbon. Is a ribbon awarded to cadets who are a member



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

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

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

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

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

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

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

7.7.54. Service Ribbon. Is a ribbon awarded for distinctive performance in school, community, or AFJROTC or SFJROTC service projects.  Limit to members whose active participation in a service project contributed significantly to the goals of the organization. (Note: Participation in Drill Teams, Saber Teams or Color Guard Teams alone does not qualify for the Service Ribbon (see above criteria for these other ribbons) unless community service hours are also awarded. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.55. Health and Wellness Ribbon. Is a ribbon awarded for participation in the unit health and wellness physical fitness program for an academic year/term.  All cadets who participate in the unit's wellness program may receive the Health and Wellness Ribbon. Subsequent award of the Health and Wellness Ribbon will be denoted by the addition of a Bronze Oak Leaf cluster to the ribbon for each additional year of award. Cadets who score in the Physical Fitness Test's 75-84% will receive a Bronze Star device; 85-95% will receive a Silver Star device; and 96-100% will receive a Gold Star device. These cadets, if already wearing the ribbon with oak leaf cluster(s), will wear the highest-level Star Device(s) affixed to the wearers right of the ribbon. Only the star representing the higher percentile score will be worn. (NOTE: The Physical Fitness Test percentiles are computed automatically under the PFT-Mass Assessment in WINGS.) Criteria for this award will be published in the unit's Cadet Guide.

7.7.56. Recruiting Ribbon. Is a ribbon awarded for outstanding effort in support of unit recruiting activities.  Cadets must have directly contributed to the recruitment of two new members to AFJROTC or SFJROTC. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

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

7.7.58. Attendance Ribbon. Is a ribbon awarded to cadets who have no more  than three school absences during academic term. Cadets may

only receive one award annually. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.59. Dress and Appearance Ribbon. Is a ribbon awarded to cadets who



maintain a 90% or higher average on weekly uniform grades. Cadets receiving this award will maintain the highest grooming and dress standards possible. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.60. Longevity Ribbon. Is a ribbon awarded for successful completion of



each AFJROTC or SFJROTC school year or semester. Cadets may only receive one award annually. Cadets in a 4X4 block schedule taking AFJROTC or SFJROTC classes both semesters during a school year may only receive one ribbon and/or cluster for that school year. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.61. 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. Criteria for this award will be published in the unit's Cadet Guide. Ribbon may be purchased from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.62. Patriotic Flag Ribbon. Is a ribbon awarded for participation in non-color



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

single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.63. Resiliency Ribbon. Is a ribbon awarded by the SASI to any cadet who



has displayed a high amount of resiliency to life events.

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

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

7.7.64.1. General Carl A Spaatz Award.



7.7.64.2. General Ira C. Eaker Award.



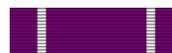
7.7.64.3. Amelia Earhart Award.



7.7.64.4. General Billy Mitchell Award.



7.7.64.5. General J.F. Curry Award.



**SPECIALIZED AFJROTC AND SFJROTC UNIFORMS
(Drill, Color Guard, Exhibition, Airman Battle Uniform (ABU), Operational
Camouflage Pattern (OCP), Semi-Formal, and Physical Fitness)**

7.8. Drill Team, Color Guard, and Exhibition Uniforms - these uniforms WILL NOT be worn on regular uniform days. It is important that AFJROTC and SFJROTC cadets properly represent the Air Force during events and competitions. All drill team, color guard and exhibition uniforms must be a distinctive Air Force dress uniform. This means 1) a combination of the normal Air Force blue pants/skirts, light blue shirt, blue service dress coat, or light weight blue jacket or, 2) the ABU or OCP uniform. Normal blue or ABU/OCP uniforms are visually depicted in Chapter 7 of this Operational Supplement.

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

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

7.8.1.1.1. Berets may be worn. **Solid color white, dark blue or black ONLY, with AFJROTC officer rank insignia or mini-Hap Arnold Insignia pin. The former officer/enlisted flight cap emblems will not be worn on the beret. The wear of a “Beret Flash” or mini unit patch is not authorized.** Berets may be worn on regular **blue** uniform days. No other color berets may be worn and no waiver will be granted for any other color OR insignias other than listed above. **See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.8.1.1.2. Service Caps (wheel and bucket hats, dark Air Force blue color only) may be worn. Females are authorized to wear the male Service Cap. Silver braid headband straps may only be worn on the Service Cap while the cadet is performing in a color guard or drill team competition ONLY. **Cadets will wear the black headband strap during regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.8.1.1.3. Service Caps (wheel and bucket hats) will be free of any embroidery. No waiver will be granted to change the color or authorize the use of embroidery on the Service Cap.

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

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

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

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

7.8.1.4. Shoulder cord. One “infantry” style shoulder cord may be worn. Cords will be worn on the left shoulder, grounded to the shoulder seam, with **no metal tips, and no wider than 1-inch (no aiguillettes, citation cords, or extra loops inside or outside the arm)**. 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. Shoulder cord may be worn on regular uniform days. **See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.8.1.5. Blue pants may be modified to have a ¾ inch stripe (braid) on the outside length of the pants, silver, blue, or black only. **These items will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.8.1.6. Service Dress Jacket may be modified to have a ½-inch braid, silver, blue, or black only sewn 3 inches from bottom of sleeve. **These items will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

7.8.1.7. Wear of Color Guard and Saber harnesses, i.e., Sam Brown Belt with shoulder strap is authorized only when performing color guards or commanding during a drill segment. **Harness and color guard web/parade belts may be black, dark blue, white and black/white clarino (high gloss). USAF Honor Guard Ceremonial Belt (Hap Arnold insignia may also be worn). Harness and web/parade/ceremonial belts must be removed when not performing a color guard or a segment of drill and cannot be worn during awards ceremonies. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

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

7.8.1.9. Units may wear the USAF Honor Guard Ceremonial Belt, with the Hap

Arnold Wings and heavy/medium weight (pistol, military police) web belts during performances of drill or color guard events only. **These items will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.**

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

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

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

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

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

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

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

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

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

7.8.2.8. Footwear:

7.8.2.8.1. 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. This rule does not apply to standard issue of cadet footwear. **All new cadets enrolling in**

AFJROTC and SFJROTC are to be issued a pair of “NEW” oxford (leather) shoes. Corfams are not to be considered an initial issue of AFJROTC and SFJROTC footwear. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

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

7.8.3. Airman Battle Uniform (ABU) and Operational Camouflage Pattern (OCP) uniforms.

7.8.3.1. ABUs and OCPs may be worn as Drill Team, Color Guard, and Exhibition Uniform. **Berets, shoulder cords, ascots and gloves, and black boots will not be worn with the ABU/OCP uniform.** No waiver will be granted for wear of such items.

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

7.8.3.3. **ABUs will be worn with the garrison ABU cap or with a plain dark blue American made baseball cap and sage green or Coyote brown boots. Black boots are not authorized for wear with the utility uniform.** ABU pants must always be properly bloused over the boots. Boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing the boots. **NO berets, shoulder cords, ascots or gloves will be worn with the ABU uniform.**

7.8.3.4. **OCP uniforms will be worn only with the garrison OCP cap and Coyote brown boots. Black boots and/or baseball caps are not authorized for**

wear with the OCP utility uniform. The American Flag patch is mandatory and will be full color (cloth) **centered at the top of Velcro on the right shoulder.** OCP pants must always be properly bloused over the Coyote brown boots. Coyote brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing boots. **NO berets, shoulder cords, ascots or gloves will be worn with the OCP uniform.**

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

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

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

7.8.4.3. Shirts. Cadets may wear either the blue or white Long-Sleeve Shirt. 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. Shirts will be tucked into the trousers. **Female cadets may wear a white long-sleeved blouse similar in style to the men's white long-sleeve shirt.**

7.8.4.3.1. A white V-neck or athletic style tank top, or crew neck style (long-sleeve blue shirt only) undershirt will be worn under the shirt.

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

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

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

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

uniform.

7.8.4.8. Mess Dress Uniforms are not authorized for wear by AFJROTC or SFJROTC cadets.

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

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

7.8.5.2. Units may locally design and purchase Physical Fitness Training (PFT) gear and sweatpants/shirts that is customized for esprit-de-corps within a unit (usually school colors). Air Force PTG may be mixed with locally purchased PFT gear as long as the unit is standardized. During the cadet leadership courses (CLC) cadets may wear PFT gear given by the CLC host and may be mixed with Air Force PTG.

Figure 7.1. Air Force Physical Training Gear (PTG)



Figure 7.1.1. Sample Design, Local Purchased PFT gear. Units may locally design and wear PFT gear that is customized for the unit (see para 7.8.5.2. for additional information.) **Local PT gear will be unit funded.**



Figure 7.1.2. FEDMALL Air Force-funded Sweatpants and Shirts, (see para 7.8.5.2. for additional information.) **Local PT gear will be unit funded.**



7.8.5.3. Short-sleeved PTG/PFT shirt. The short- sleeve shirt can be tucked or untucked into shorts. Do not remove or cut sleeves. PTG undershirts, short- and long-sleeved form fitting undershirts, (i.e., Spandex, Lycra™ or elastic material) may be worn and visible under the short-sleeved PTG shirt. Undershirt must be tucked in. There is no color restriction on the form fitting undershirt;

undershirt may have visible small trademark logo.

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

7.8.5.6. Headgear.

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

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

CADET APPEARANCE AND GROOMING GUIDELINES

7.9. Personal Grooming Standards. This chapter outlines personal grooming while wearing any Air Force uniform. SASI's discretion may be used to determine if an individual's personal grooming is within standards of this instruction. The personal grooming standards listed are minimum standards that represent common appearance issues and are not all-inclusive. Although Cadets have the right, within established limits, to express their individuality through their appearance, the Air Force has defined what is and what is not an acceptable, professional military image for Cadets. Except for minor variations based on gender differences, all AFJROTC and SFJROTC cadets must comply with the same personal grooming standards. SASIs/ASIs have the responsibility to determine compliance with this instruction and to correct the obvious violations regardless of whether the situation identified is clearly written in this instruction. SASIs do not have authority to waive grooming and appearance standards except as identified in this instruction.

7.9.1. Hair-male and female. Will be clean, well-groomed, present a professional appearance, and 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).

7.9.1.1. 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.

7.9.1.2. Hairnets. 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. Hairnets are only authorized when performing related duties as determined by applicable SASI.

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

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

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

7.9.5. 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.**

7.9.6. 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 a 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.

7.9.7. 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.

7.9.8. 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.**

7.9.9. Backpacks. Cadets may wear a backpack on the left shoulder or both shoulders (not to interfere with rendering the proper salute).

7.9.10. 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.

7.10. Specific Female Cadet Grooming Guidelines. (See Figure 3-2, Figure 3-3, and Figure 3.4).

7.10.1. 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.

7.10.1.1. 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.

7.10.1.2. 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.

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

7.10.1.2.2. 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.

7.10.1.3. Unauthorized: Mohawk, mullet, or etched design.

7.10.2. 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

7.10.3. 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 ¼ inch in length beyond the tip of the finger and must be clean and well groomed. Fingernails must not interfere with the performance of assigned duties. Fingernails must not hinder proper fit of prescribed safety equipment or uniform items.

7.10.4. Skirts. The length of the skirt may not vary beyond the top and bottom of the kneecap. The 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, off black, or dark blue shade that complements the uniform and your skin tone.

7.10.5. 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.

7.10.6. Undergarments (Mandatory).

7.10.6.1. 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.

7.10.7. 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.**

7.10.7.1. Cosmetic tattooing. Tattooing for cosmetic purposes is authorized when directed by licensed, qualified medical personnel to correct a medical condition, illness or injury for both men and women. When not medically directed, cosmetic tattooing is permitted for women if done to apply permanent facial makeup (i.e., eyebrows, 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.**

7.11. Body Piercing/Ornamentation

7.11.1. In uniform with the exception of earrings for women, all members are prohibited from attaching, affixing, or displaying objects, articles, jewelry, or ornamentation to or **through the ear, nose, tongue, eyebrows, lips, or any exposed body part** (includes visible through the uniform).

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

7.11.3. 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

7.12. Specific Male Cadet Grooming Guidelines. (See Figure 3.1)

7.12.1. 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**

7.12.1.1. 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. **See Figure 3.1**

7.12.1.2. Beards are not authorized unless for medical reasons, when authorized by a medical official, or as authorized pursuant to a request for a religious accommodation. Beard wear authorized for religious reasons 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 waiver may shave or trim their facial hair to present a neat, clean, professional image.

7.12.1.3. 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**

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

7.12.3. Cosmetics. Male Cadets are not authorized to wear cosmetics.

7.12.4. Undergarments (Mandatory)

7.12.4.1. 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.

Figure 3.1. Male Hair Grooming Standards.



7.13. Specific Cadet Uniform Wear Guidelines.

7.13.1. Cadet Uniform Wear Guidance/Policy for School-Sponsored JROTC Events:

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

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

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

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

7.13.1.2. School-Sponsored Dining-Ins/Dining-Outs with Awards Ceremony: All

AFJROTC and SFJROTC cadets will wear their AFJROTC and SFJROTC Service Dress uniform.

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

7.13.2. Cadet Uniform Wear Guidance for Fundraising:

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

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

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

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

Attachment 7-1



Hap Arnold Optional
Enlisted/Officer Service
Cap Insignia



OFFICERS
SERVICE CAP
INSIGNIA



MODEL ROCKETRY
BADGE



Kitty Hawk Honor
Society Badge



DISTINGUISHED
CADET BADGE



SHOULDER TAB
METAL OR CLOTH



GROUND SCHOOL
BADGE



FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE



UNMANNED AIRCRAFT
BADGE

Cadets may only wear one of these badges on their uniform



AWARENESS
PRESENTATION
TEAM BADGE

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



AEF BADGE

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-1 (continued)

AUTHORIZED AIR FORCE JROTC BADGES AND INSIGNIA

Marksmanship Badges – Wear Only One



CMP Awarded Badges



MARKSMANSHIP SHARPSHOOTER EXPERT

Unit Awarded Badges

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

Marksmanship
Shield

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

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

Marksmanship badges will not be worn with medals.

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-2

AIR FORCE JROTC RANK INSIGNIA

CADET OFFICER RANK



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

CADET ENLISTED RANK



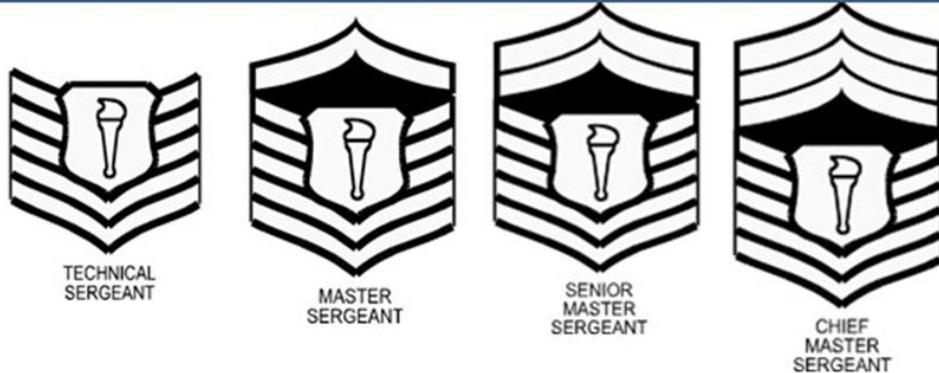
For SFJROTC

Spec 1

Spec 2

Spec 3

Sgt

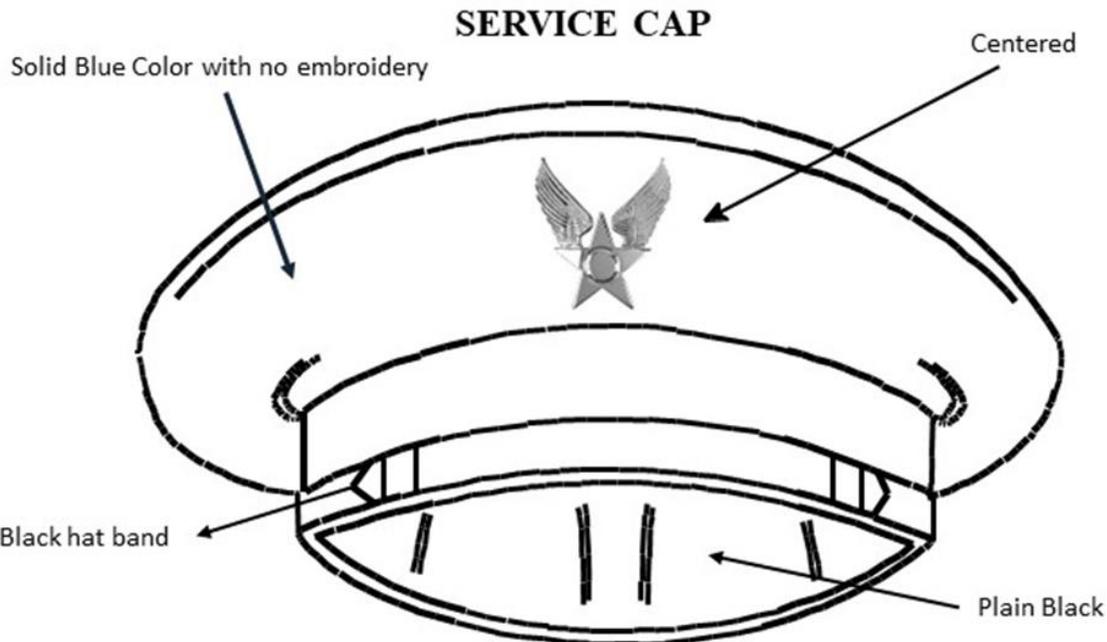


NOTE: Cadet Enlisted rank used is small collar rank only, regardless of uniform worn

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

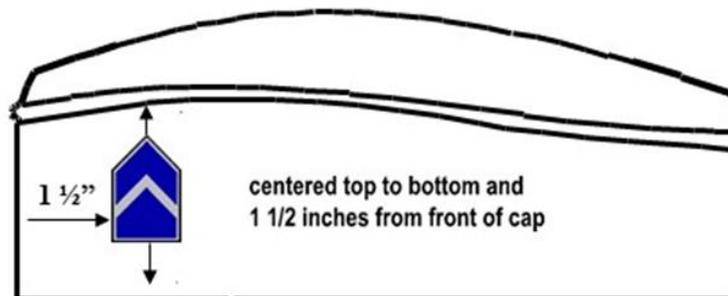
Attachment 7-3

CADET MALE HEADGEAR



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

FLIGHT CAP*



- Enlisted cadets 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

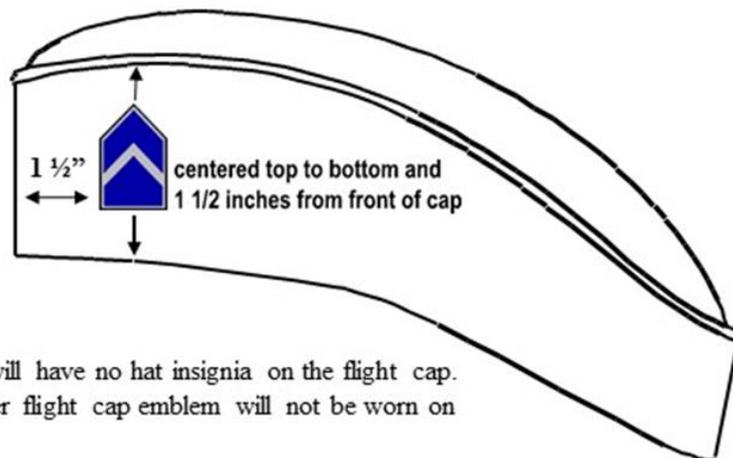
SERVICE CAP

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

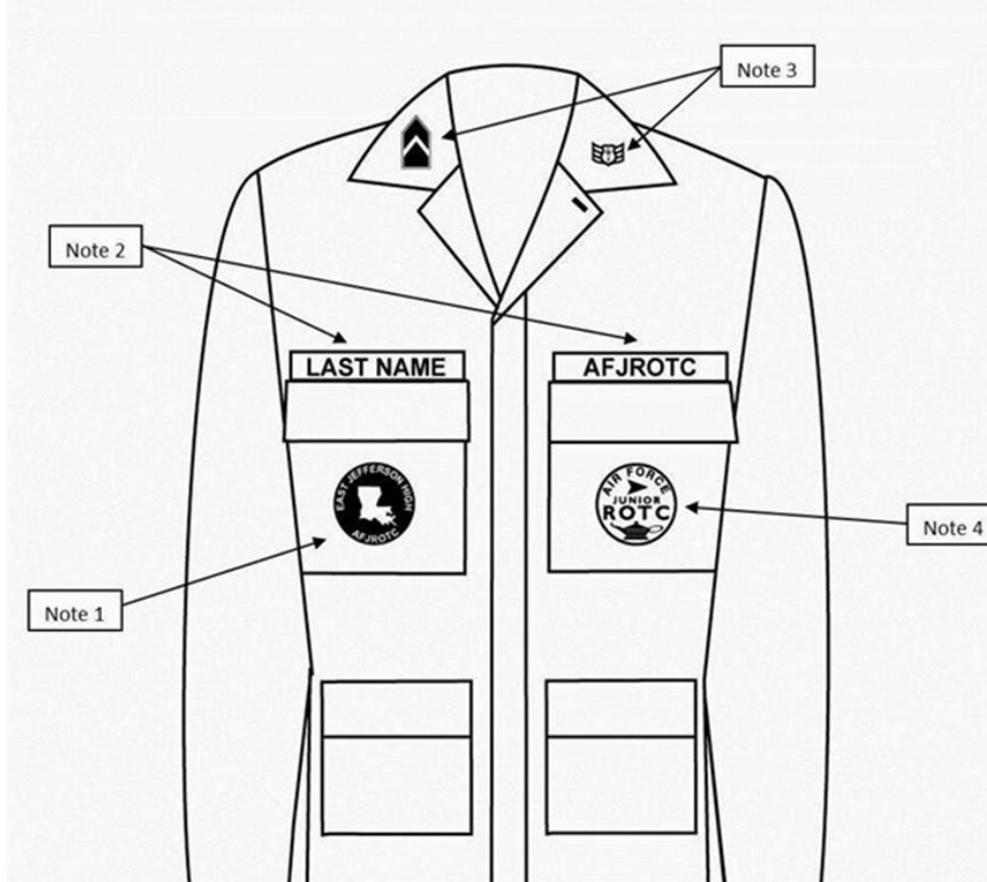
Attachment 7-5

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.

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

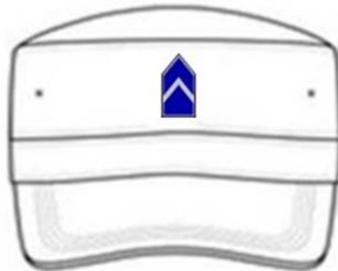


1. T-Shirt. T-Shirt will be Desert Sand, Tan Coyote Brown in color.
2. The American flag patch (mandatory) will be full color (cloth), will be centered on the top of the right sleeve using Velcro attachment.
3. Unit patch (optional) full color. If worn, will be placed on the right sleeve centered in the Velcro area beneath the American flag.
4. Last name tape (mandatory – must be cadets name). Letters will be spice brown for AFJROTC and dark blue for SFJROTC using Velcro attachment.
5. AFJROTC/SFJROTC tape (mandatory). Letters will be spice brown for AFJROTC and dark blue for SFJROTC using Velcro attachment.
6. Grade insignia (officer or enlisted) (mandatory). Will be standard metal rank pinned in the Velcro area in center of chest.
7. AFJROTC/SFJROTC patch (mandatory) (white/black circular lamp of knowledge patch) will be attached centered on Velcro area on left sleeve attached by Velcro.
8. Berets, ascots, and shoulder cords will NOT be worn with OCPs.
9. OCP Coyote Brown boots may be reissued to cadets. Spray boots with disinfectant before reissuing OCP boots. (Black boots will not be worn with OCPs).
10. Tan rigger belts will be worn with OCPs.
11. OCPs may be bloused; the trouser leg will not extend past the third eyelet from the top of the boot.

Attachment 7-7

CADET ABU and OCP HEADGEAR

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



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

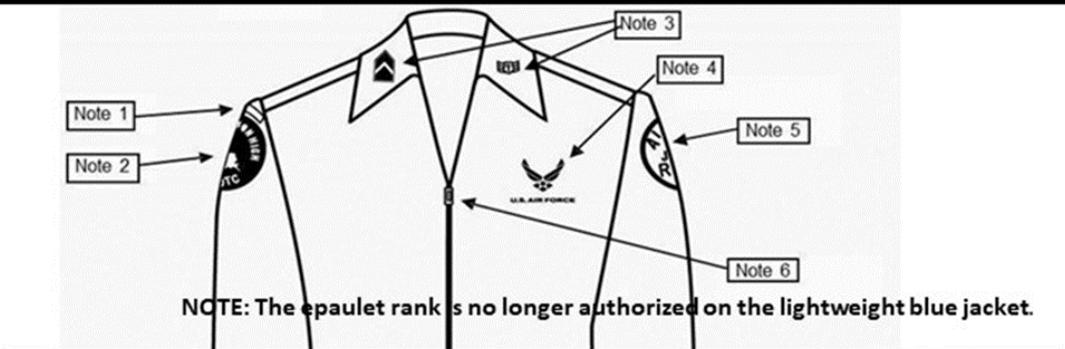
No other style of head gear is authorized for wear with ABUs/OCPs.

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

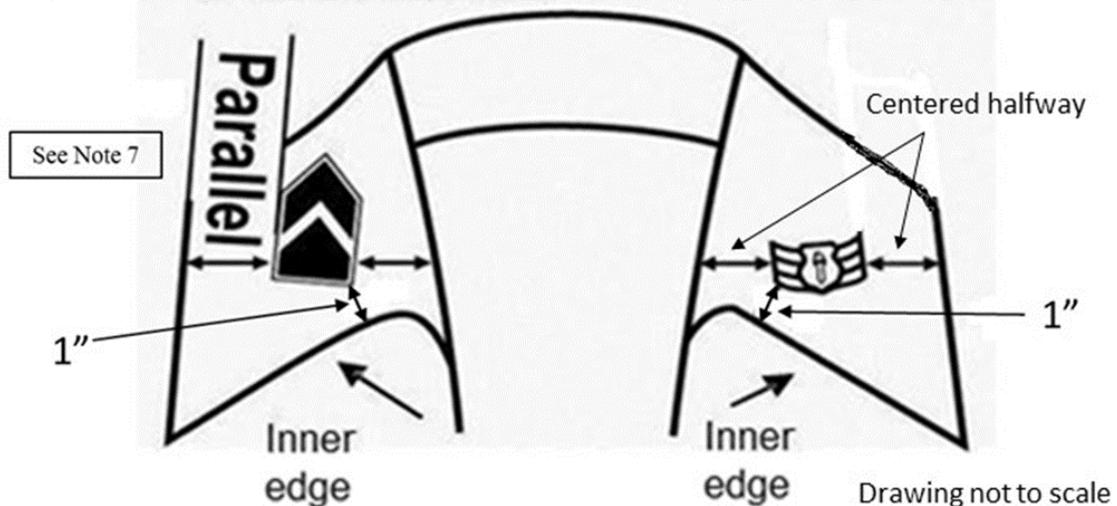
Exception for ABUs only is a dark blue American made baseball cap may be substituted for the ABU cover.

Attachment 7-8

CADET LIGHT WEIGHT BLUE JACKET



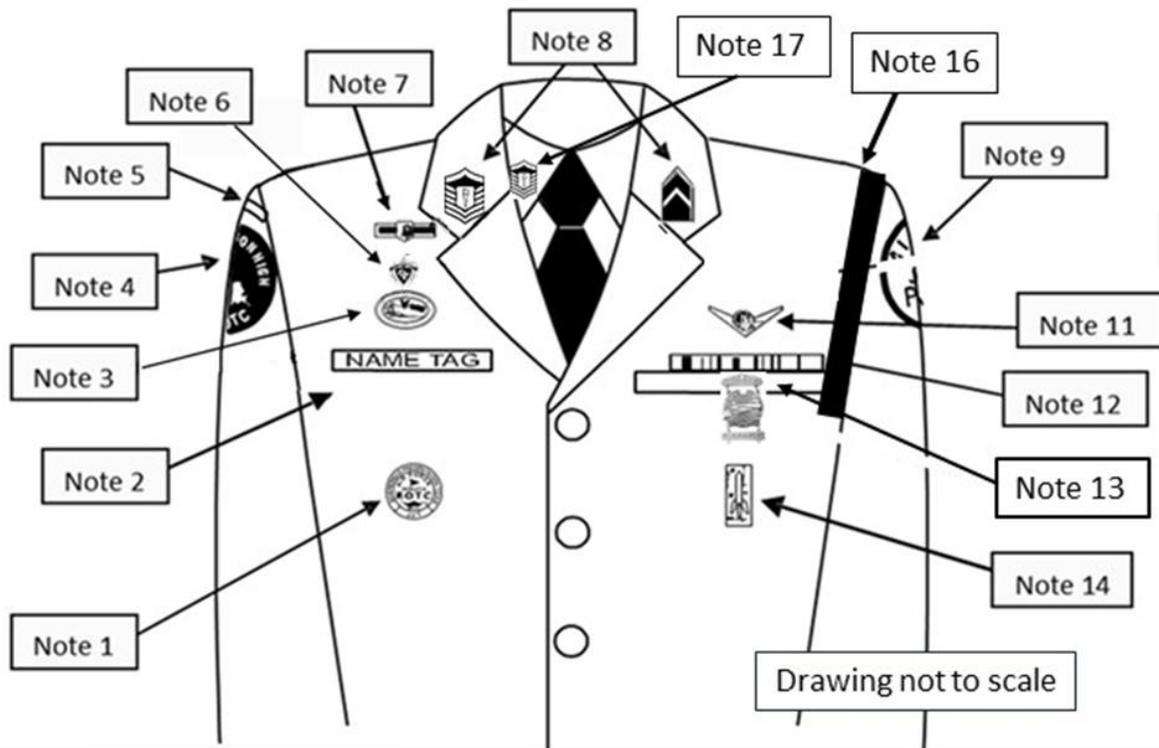
NOTE: The epaulet rank is no longer authorized on the lightweight blue jacket.



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

Attachment 7-9

CADET MALE SERVICE DRESS

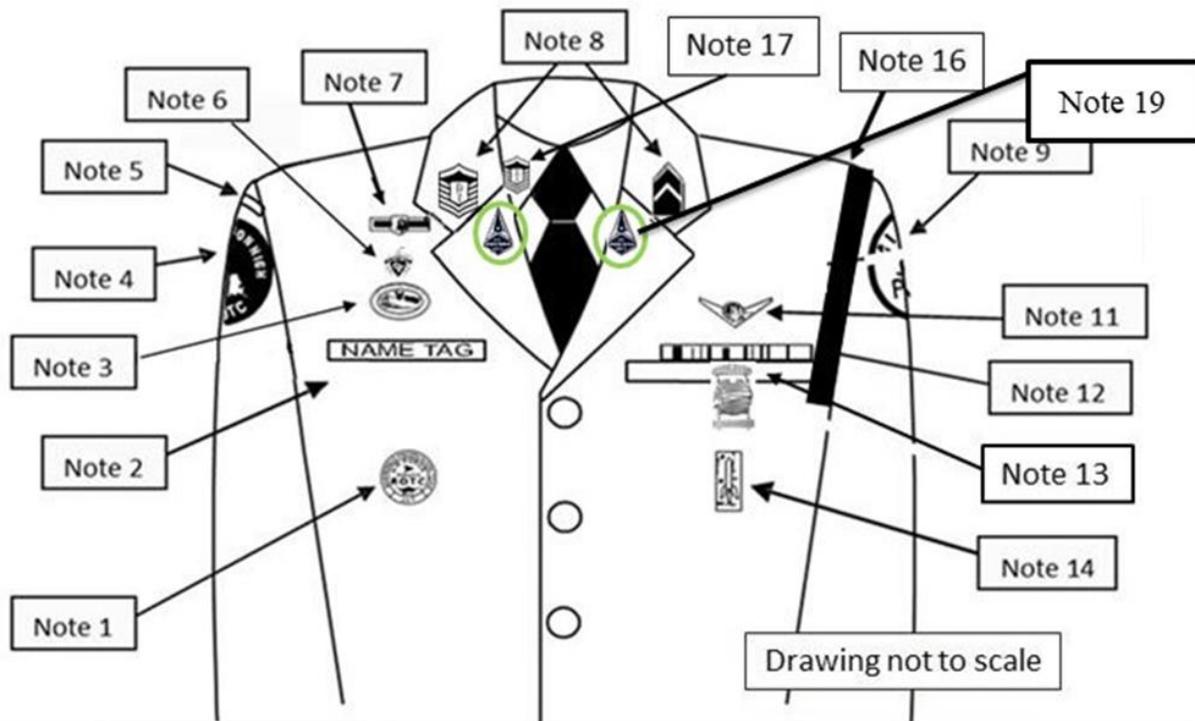


1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place $\frac{1}{2}$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

Attachment 7-9A

Space Force JROTC Cadets

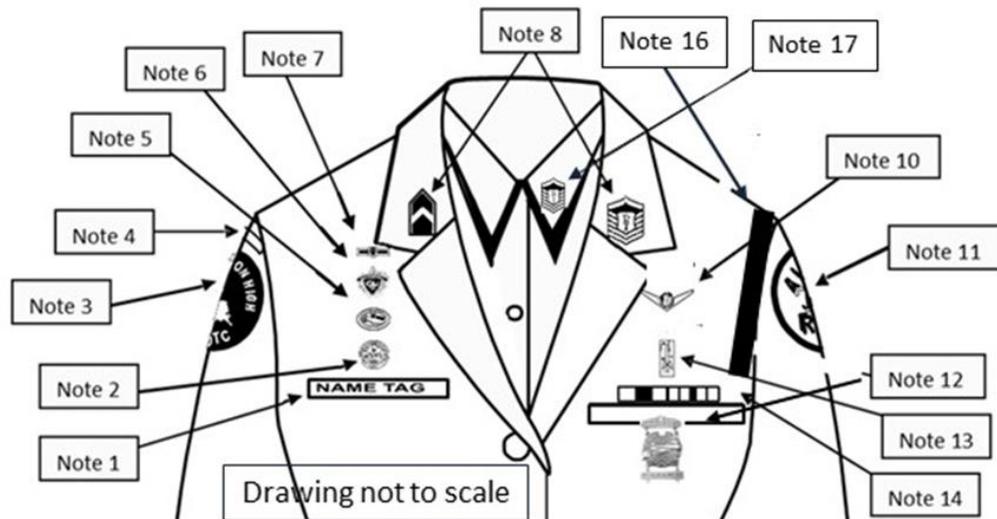
CADET MALE SERVICE DRESS



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

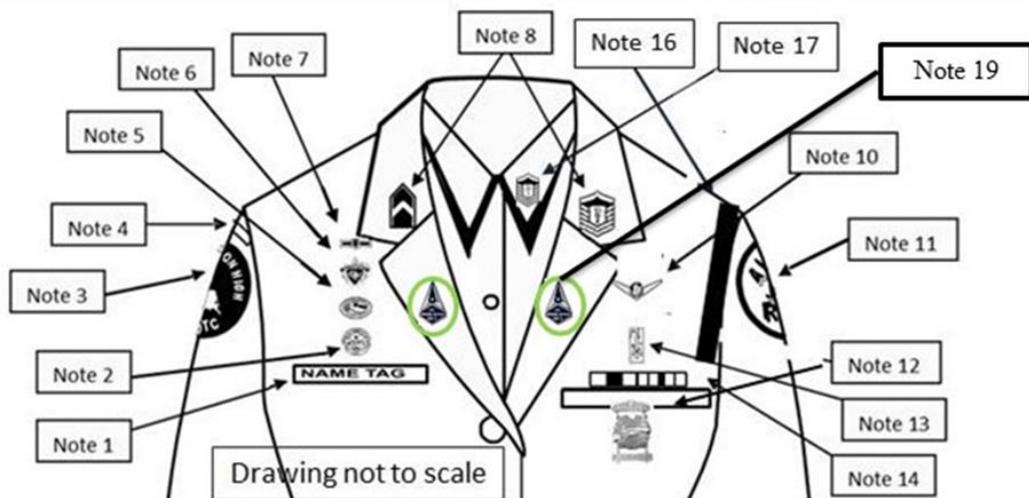
Attachment 7-10

CADET FEMALE SERVICE DRESS



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

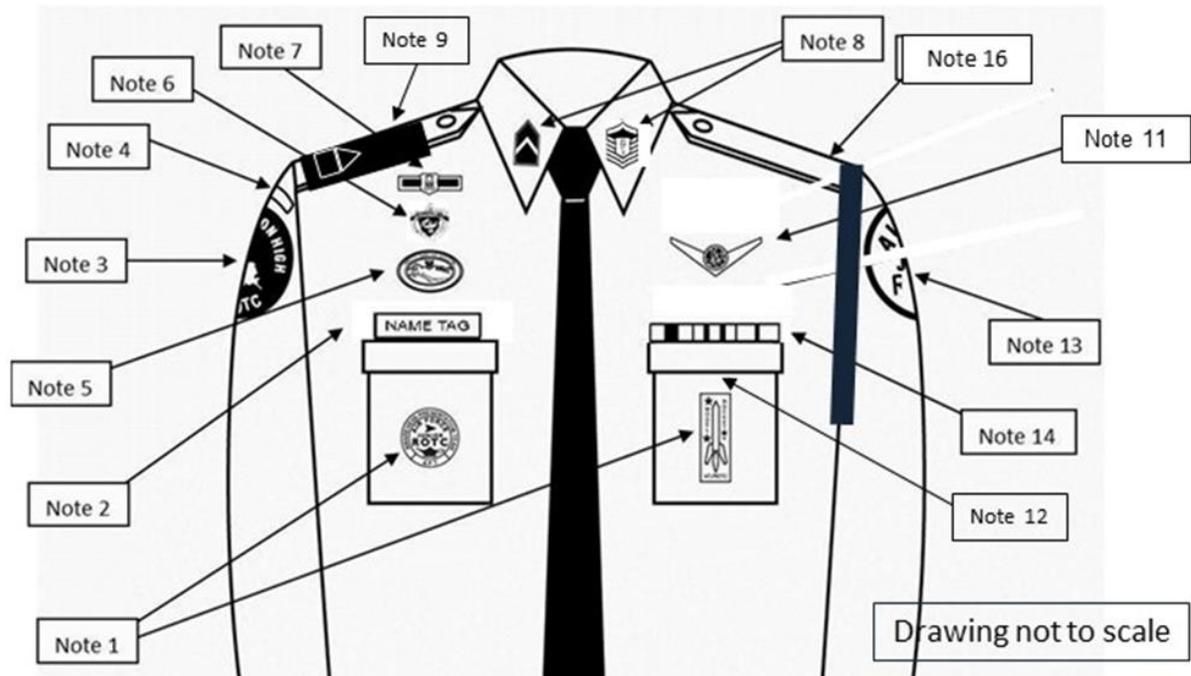
CADET FEMALE SERVICE DRESS



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

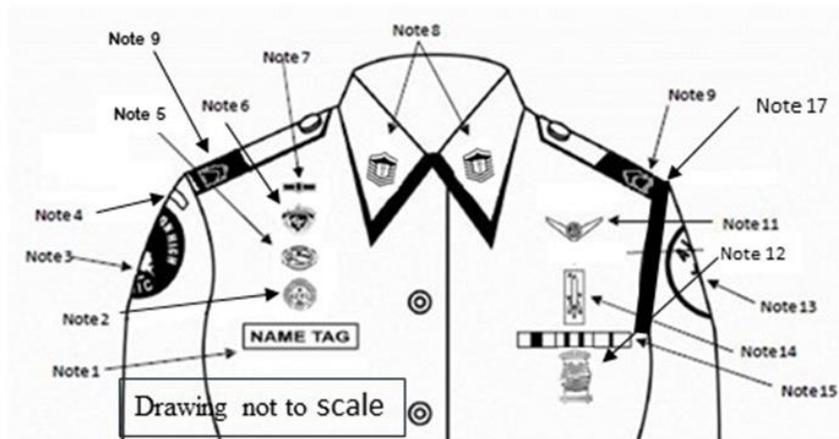
CADET MALE BLUE SHIRT



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

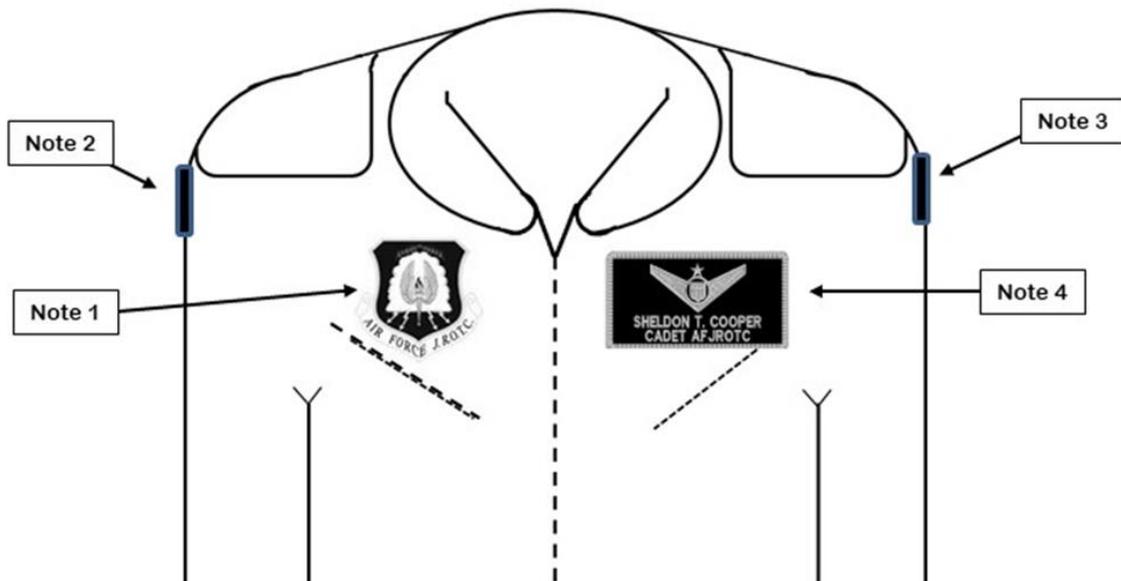
CADET FEMALE BLUE SHIRT



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.**

Attachment 7-13

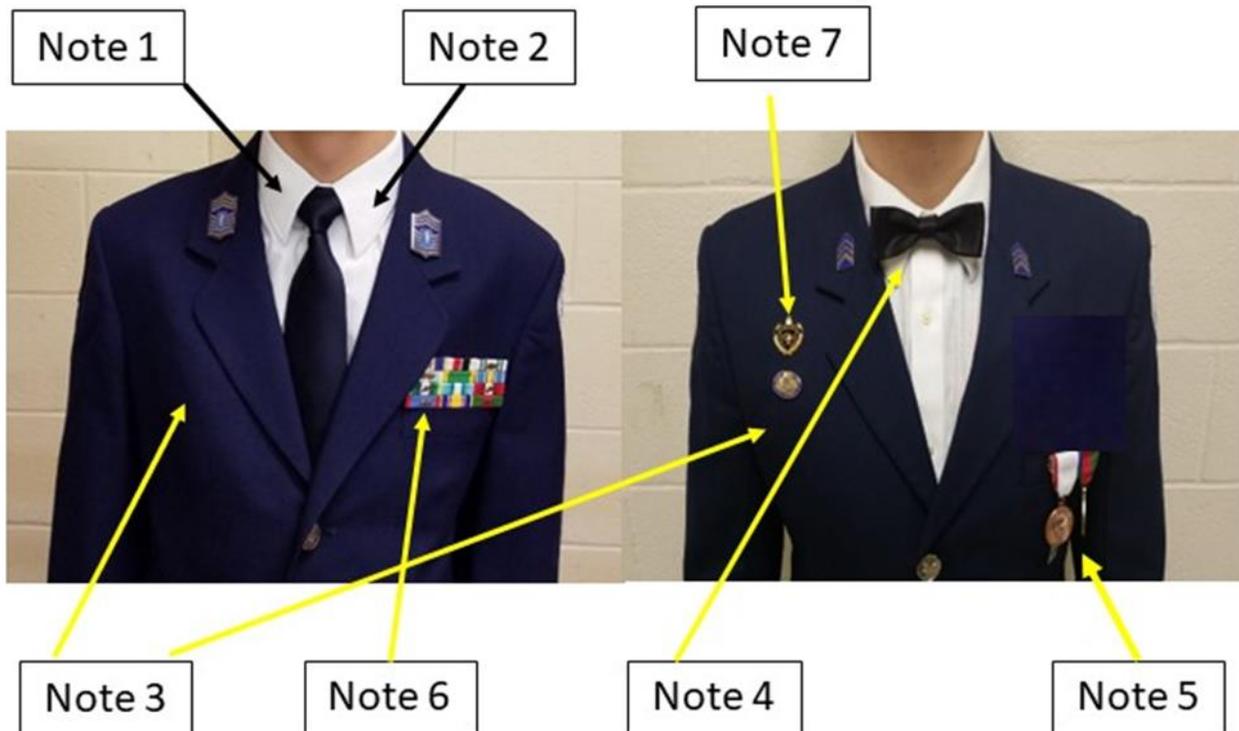
FLIGHT SUIT (Male and Female)



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.

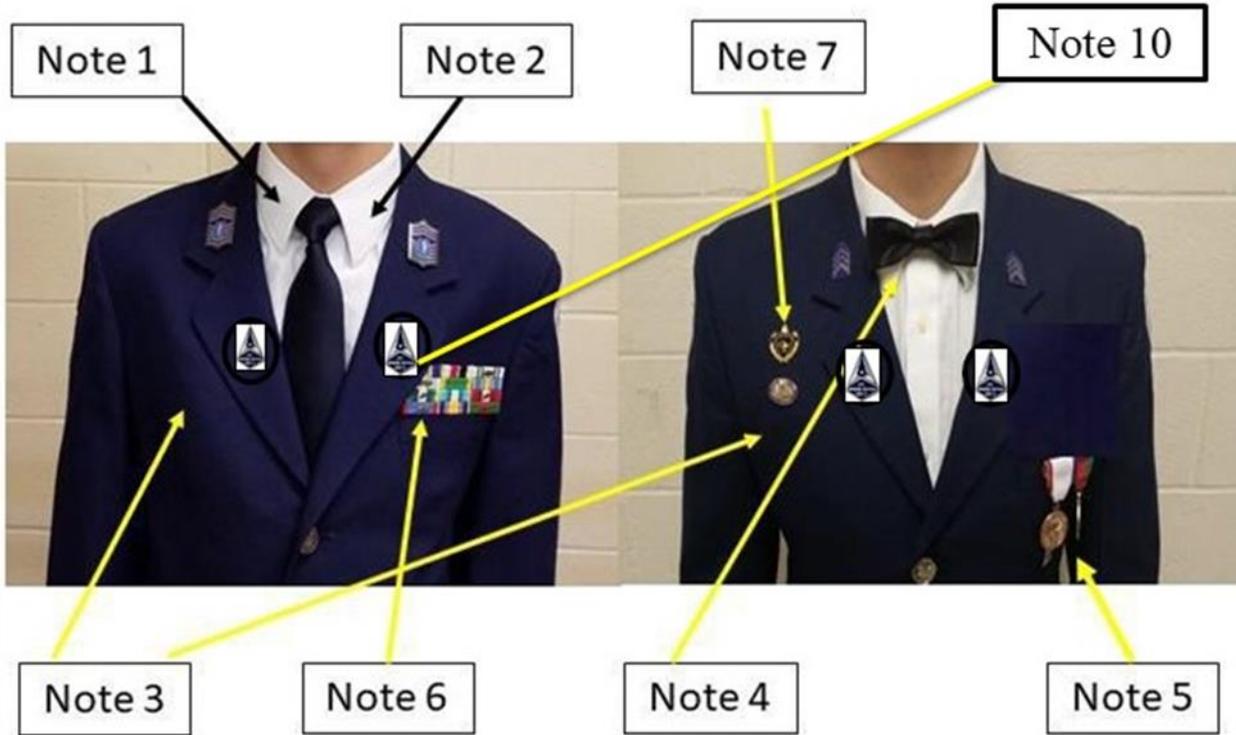
Attachment 7-14

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 ½ 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

Attachment 7-15

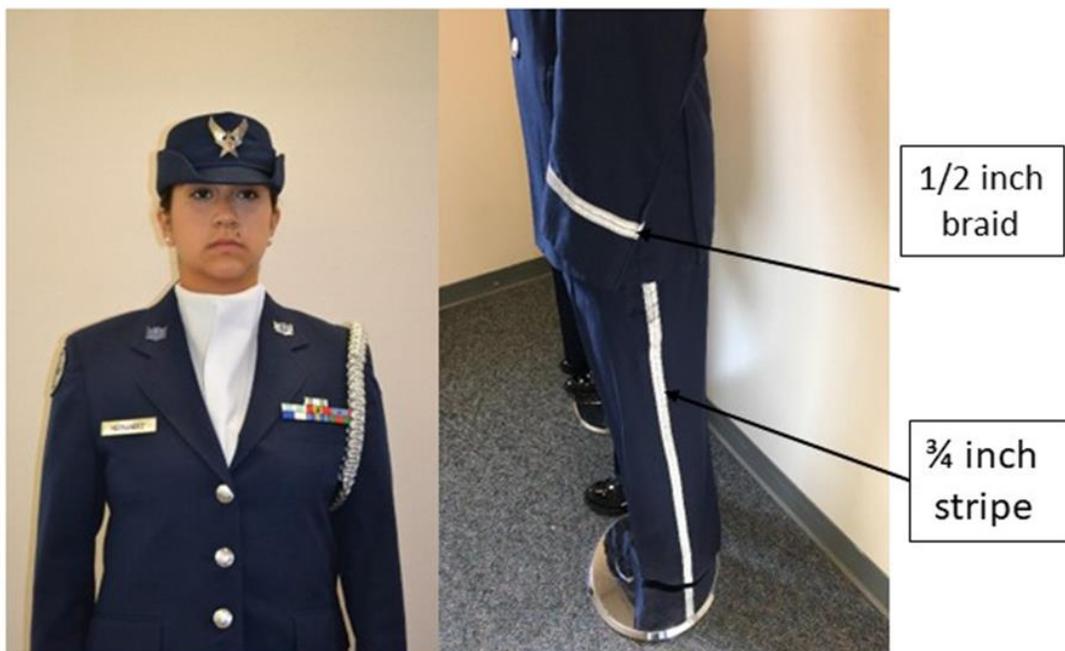
Sample Exhibition Uniform



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

Attachment 7-15 (continued)

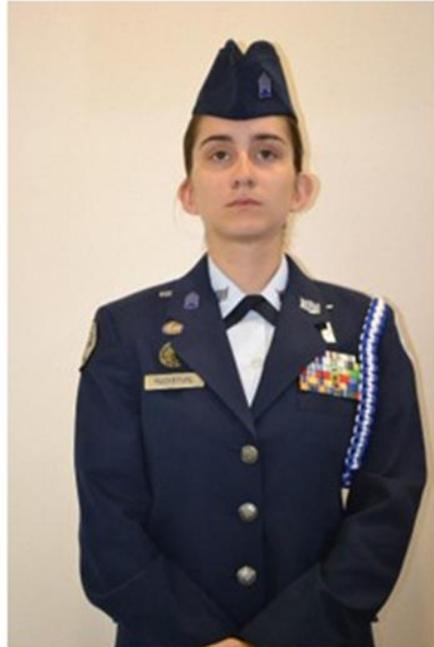
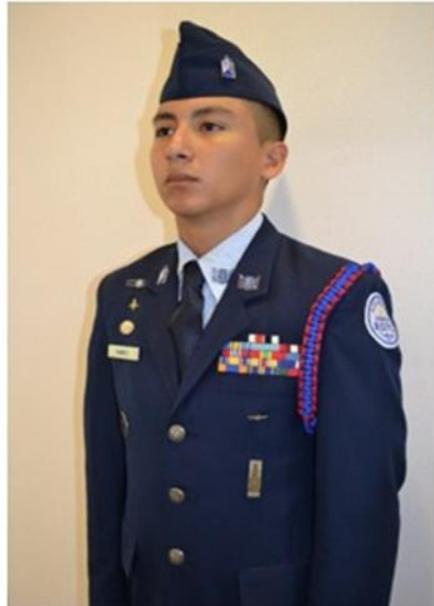
Sample Exhibition Uniform



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

Attachment 7-16

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



Attachment 7-16 (continued)

Sample Uniform Pictures



Attachment 7-16 (continued)

Sample Uniform Pictures



Local Purchased PFT Gear



FEDMALL Purchased Air Force PTG

FEDMALL
Purchased Air Force
Sweat Shirt and
Pants



Attachment 7-17

National-Level Award Contacts

Air Force Association Award

Manager of National Aerospace Awards Air Force Association 1501 Lee Highway

Arlington VA 22209-1190

Phone: 800-727-3337

Fax: 703-247-5853

POC: Alex Edgar Email: aedgar@afa.org

Website:

<https://www.afa.org/informationfor/students/medalsribbonsandcertificates>

Daughters of the American Revolution (DAR) Award If local chapter not available, contact

National Defense Committee NSDAR 1776 D Street NW

Washington DC 20006-5392

Phone: 202-628-1776 ext. 292

Website: www.dar.org

Email: vholmes@dar.org POC: Valerie Holmes

American Legion Scholastic and General Military Excellence Awards If local post is not available, contact

American Legion National Headquarters National Security Division

1608 K Street NW Washington DC 20006-2847

Phone: 202-861-2700 ext.: 2988

Fax: 202-861-2728

Website: www.legion.org POC: Freddy Gessner

Daedalian Award

If local flight not available, contact Order of Daedalin's

PO Box 249

Randolph AFB TX 78148-0249 Phone: 210-945-2111

Fax: 210-945-2112

Email: daedalus@daedalians.org Website: www.daedalians.org POC: Ed Sheeran

Email: ed.sheeran@daedalian.org

Attachment 7-17

National-Level Award Contacts

Reserve Organization of America (ROA) Award

Local ROA chapter contacts each ASI before 15 Jan and furnishes name of ROA representative. If contact is not made by 15 Jan, SASI must contact

National Headquarters, Reserve Organization of America (ROA)

1 Constitution Avenue NE

Washington DC 20002-5655

Phone: 800-809-9448 ext. 731

Website: www.roa.org POC: Tracey Ware

Email: tware@roa.org

Military Officers Association Award If local chapter not available, contact The Retired Officers Association 201 N Washington Street Alexandria VA 22314-2529

Phone: 800-234-6622

Email: chapters@moaa.org Website: www.moaa.org/rotcawards

Veterans of Foreign Wars (VFW) Award If no local unit available, contact Veterans of Foreign Wars of the US

406 West 34th Street

Kansas City MO 64111-2736

Phone: 816-756-3390 or 816-968-1155

Fax: 816- 968-1149

Email: info@vfw.org Website: www.vfw.org POC: Quentin Carroll Email: qcarroll@vfw.org

National Society United States Daughters of 1812 1286 Riverside Ave
Baltimore, MD 21230

Phone: 410-530-7083

Website: www.usdaughters1812.org/chapters.html

POC: National Defense Chairman (Ms Ella Wright-Guaqueta)

21015 Sand Springs Trail

Crosby, TX 77532-3287

Phone: 281-324-1217

Email: ewg1812@gmail.com

Attachment 7-17

National-Level Award Contacts

National Sojourners Award

If no local chapter or local chapter does not offer award, contact National Sojourners

8301 E Blvd Drive Alexandria VA 22308-1399

Phone: 703-765-5000

Fax: 703-765-8390

Email: nationalsoj@juno.com Website: www.nationalsojourners.org POC: Renee Malzahn

Scottish Rite, Southern Jurisdiction Award If local chapter does not offer award, contact

Scottish Rite JROTC Americanism Medal Ancient and Accepted Scottish Rite of

Freemasonry, Southern Jurisdiction, USA
 1733 Sixteenth Street
 NW Washington DC 20009-3103 Phone: 202-232-3579
 FAX: 202-387-1843
 Website: www.srmason-sj.org

Military Order of the Purple Heart Award If no local unit available, contact
 Military Order of the Purple Heart 5413-B Blacklick Road Springfield VA 22151
 Phone: 703-642-5360
 Fax: 703-642-2054
 Email: communications@purpleheart.org Website: www.purpleheart.org

Sons of the American Revolution (SAR) Award
 The National Headquarters, Sons of the American Revolution 1000 S 4th Street
 Louisville KY 40203-3292
 Phone: 502-589-1776
 Fax: 502-589-1671
 Voice mail: 502-589-1779 Website: www.sar.org

Attachment 7-17
 National-Level Award Contacts

Military Order of World Wars (MOWW) If no local unit available, contact
 National Headquarters, Military Order of the World Wars 435 N Lee Street
 Alexandria VA 22314-2301
 Phone: 703-683-4911
 Fax: 703-683-4501
 Email: chiefofstaff@moww.org Website: www.moww.org

America Veterans (AMVETS) Award If state chapter not available, contact:
 AMVETS National Headquarters ROTC Programs Coordinator 4647 Forbes Blvd
 Lanham MD 20706-9961
 Phone: 301-683-4031
 Website: www.amvets.org/rotc-jrotc-medals POC: Lindsay Bonaparte

Sons of the Union Veterans of the Civil War (SUVCW) Award If local chapter
 does not offer award, contact
 Sons of the Union Veterans of the Civil War
 P.O. Box 1865
 Harrisburg, Pennsylvania 17105
 Phone: 717-232-7000
 Website: www.suvcw.org

Air Force Sergeants Association (AFSA) Achievement Award If no local chapter,
 contact

AFSA International Headquarters 5211 Auth Road
 Suitland MD 20746
 Phone: 800-638-0594 ext. 288
 Fax: 301-899-8136
 Email: jrotc@hqafsa.org Website: www.hqafsa.org

Attachment 7-17
 National-Level Award Contacts

The Tuskegee Airmen (TAI), Inc., Cadet Award ribbon is mailed to every AFJROTC and SFJROTC unit from NC-20022, Julius L. Chambers High School (email SASI nelson.english.jrotc@au.af.edu). AFJROTC and SFJROTC units do not need to contact this unit to receive their allotted two ribbons per year. Units requesting replacement ribbons must send a check for \$2.00 to cover the cost of mailing up to two ribbons.

The Retired Enlisted Association (TREA) Award If no local chapter exists contact

TREA
 1111 South Abilene Court Aurora, CO 80012-4909
 Phone: 800-338-9337
 Fax: 303-752-0835
 Email: treahq@trea.org Website: www.trea.org
 Certificates may be printed directly from the TREA website.

The Celebrate Freedom Foundation Award Celebrate Freedom Foundation
 2533 B Airport Blvd

West Columbia, SC 29170 Phone: 803-708-4752
 Fax: 803-708-4815
 Email: info@cff-soar.org Website: www.gocff.org/jrotc

Air Commando Association Award Air Commando Association

P.O. Box 7
 Mary Easter, FL 32569
 PA-20091 will mail ribbon and certificate template to each AFJROTC and SFJROTC unit no later than the last day of month of each calendar year as national service project.
 Email: <mailto:PA-20091@afjrotc.com> JROTC-R2-PA-20091@au.af.edu

Veterans and Military Service Organization (VSO) Awards United States
 Department of Veterans Affairs
 Washington, D.C. <https://www.va.gov/vso/VSO-Directory.pdf>

Attachment 7-18

Religious Accommodation Request

Cadets seeking a religious accommodation waiver for grooming/appearance standards must first receive an approved waiver before they are permitted to wear the uniform with religiously accommodated grooming/appearance standards. Any religious accommodation or exception to policy regarding grooming/personal appearance requests, including, but not limited to shaving or hair length will be reviewed on a case-by-case basis.

Submit requests in WINGS (Unit Information | Unit Waivers | Dress and Appearance) with photos of the specific request, along with confirmatory letters from the parent(s) or guardian(s), the religious leader, the principal, and the SASI for AFJROTC approval. (NOTE: Exceptions to parent/guardian letter requirement would only be considered if the cadet has been deemed a ward of the state or otherwise as specified in state or federal law (and documented in the request package). In that instance, the SASI would make the cadet status known in their letter.)

The religious waiver request form can be found at:

[WINGS](#) | [Published Files](#) | [JROTC](#) | [AFJROTC Policy Letters](#) | [Religious Waiver Template](#)

Attachment 7-19

Transgender Uniform Change Request

Requests for a transgender cadet to be issued the uniform of their identified gender, and codified as that gender in the AFJROTC data system, must be approved by AFJROTC.

Submit requests in WINGS (Unit Information | Waiver Request | Dress and Appearance) using the JROTC Preferred Gender Uniform Wear Waiver form. The form must be signed by the cadet, the SASI and the Principal who must all be in agreement. Before parental consent please contact your RD, who will contact JRS for guidance. This process is in place to protect cadets who may not be able to safely live in their affirmed gender at home. (Note: Exceptions to parent/guardian signature requirement would also be considered if the cadet has been deemed a ward of the state or otherwise as specified in state or federal law (and documented in the request package). In that instance, the SASI would make the cadet status known in their request form.)

The transgender waiver request form can be found at:

[WINGS | Published Files | JROTC | AFJROTC Policy Letters | JROTC Preferred Gender Uniform Wear Waiver](#)

VA-821 addendum to Operational Supplement Chapter 7:

- [7.2] The flight suit is not authorized to be worn by cadets unless otherwise stated by the ASI
- [7.8.3.3] Ranks are required for a blue baseball cap if worn by officers with ABUs
- [7.9.2] Cadet officers may bring up to the ASI if they deem a cadets jewelry is not plain and conservative
- [7.9.10] Cadets must be sitting on public transportation to wear headphones in uniform



APPENDIX E – CADET KNOWLEDGE



SFJROTC MISSION

DEVELOP CITIZENS OF CHARACTER,
DEDICATED TO SERVING THEIR NATION
AND COMMUNITY

VA-821 MISSION

- EDUCATE AND TRAIN HIGH SCHOOL STUDENTS IN CITIZENSHIP
 - PROMOTE COMMUNITY SERVICE
- INSTILL RESPONSIBILITY, CHARACTER, AND SELF-DISCIPLINE AND
- PROVIDE INSTRUCTION IN AIR AND SPACE FUNDAMENTALS

VA-821 MOTTO

THE BEST NEVER REST!
DISCIPLINED THOUGHTS,
DISCIPLINED WORDS,
DISCIPLINED ACTIONS

DEVELOP CITIZENS OF CHARACTER DEDICATED TO SERVING THEIR NATION AND
COMMUNITY



VA-821 2025-2026 Goals



Drill OIC - Maintain at least 15 active drill team members, attend at least one major competition before States, compete at Unity Reed, and win at least one trophy at States.

Executive Officer - By May 15th 2026, 57% of cadets will maintain a 3.0 GPA or higher in all classes, tracked quarterly.

Activities OIC - By May 15th 2026, 40% of cadets can satisfactorily perform the HQ AFJROTC color guard sequence.

Deputy Commander - 40% of cadets will get an 80% or higher on the 30 step demonstration test.

CHWP OIC - 30% of cadets will improve in at least two out of three fitness categories by 5% compared to fall baseline.

Logistics OIC - By May 15th 2026, a team of 4 cadets will create a digital logistics binder

Squadron Commander - Support Arlington Career Center in at least 5 color guards and 3 school wide events.

Activities OIC - Complete at least 15 outreach/recruiting events within APS and include one at Meridian High School.

Executive Officer - By May 15th 2026, 85% of eligible first and second-year cadets will return for another year of SFJROTC

Activities OIC - Complete at least 45 color guard events for the community and school.

Executive Officer - By May 15th 2026, each cadet will average 18 hours of community service.



UNITED STATES
SPACE FORCE

**DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY**



Chain of Command:

President of the United States: The Honorable Donald J. Trump
Secretary of Defense: The Honorable Pete Hegseth
Chairman, Joint Chiefs of Staff: General Dan Caine (USA)
Secretary of the Air Force: The Honorable Troy Meink
Air Force Chief of Staff: General David W. Allvin
Chief Master Sergeant of the Air Force: CMSAF David A. Flosi
Commander, AETC: Lieutenant General Brian S. Robinson
Commander, Air University: Lieutenant General Andrea D. Tullos



Commander, Holm Center: Brigadier General Houston Cantwell
Director, AFJROTC: Lt Col Matthew E. Tipton
Superintendent, Arlington Public Schools: Dr. Francisco Duran
Principal Arlington Career Center: Ms. Margaret Chung

VA-821 Chain of Command

Senior Aerospace Science Instructor (SASI) Col (Ret) Scott Dierlam

Aerospace Science Instructor (ASI) MSgt (Ret) Jude Victor

Squadron Commander (SQ CC) C/Lt Col Terrazas

Squadron Director of Operations (SQ DO) C/Maj Catarino Morales

Squadron Executive Officer (SQ XO) C/Capt Alvarado

Cadet Staff:

Logistics/Admin C/Capt Ramos

OIC Drill Team CC C/1st Lt Herbert

Activities OIC C/1st Lt Folb

CHWP OIC C/2nd Lt

Academics CC C/TSgt

Cyber Patriot CC C/TSgt

Flight CC C/2nd Lt

Flt Sgt C/TSgt

30-STEP DRILL SEQUENCE

Performance of the 30-Step Drill Sequence will be IAW AFMAN 36-2203 (Drill and Ceremonies), dated 20 Nov 2013 and is led and performed by second year cadets.

Cadet Commander will report in after the command fall-in is given.

Example: Sir/Ma'am, Unit Number, is prepared for the 30-step drill sequence.

Request permission to use your drill area, Sir/Ma'am!

- | | |
|---|--|
| 1. *Fall in
(Sizing of flight/count off is not required) | 16. To the rear march |
| 2. Open ranks march | 17. To the rear march |
| 3. Ready front | 18. Column right march |
| 4. Close ranks march | 19. Forward march |
| 5. Present arms | 20. Eyes right (<i>salute the evaluator</i>) |
| 6. Order arms | 21. Ready Front |
| 7. Parade rest | 22. Column right march |
| 8. Attention | 23. Forward march |
| 9. Left face | 24. Change step march |
| 10. About face | 25. Column right march |
| 11. Forward march | 26. Forward march |
| 12. Right flank march | 27. Flight halt |
| 13. Left flank march | 28. Left face |
| 14. Column right march | 29. Right step march |
| 15. Forward march | 30. Flight halt |

Cadet Commander will report out after the command flight halt is given.

Example: Sir/Ma'am, Unit Number, request permission to exit your drill area, Sir/Ma'am!

**Per AFMAN 36-2203 the command "Fall In" requires proper sizing and count off to be performed. During HQ AFJROTC visits, sizing of the flight/count off is not required and the commander may call "Open Ranks" immediately after the command "Fall In".*



Basic Knowledge



Ranks/Grades:

<u>Rank:</u>	<u>Abbreviation:</u>	<u>Grades:</u>
<u>Enlisted:</u>		
<u>Junior Enlisted:</u>		
Cadet Specialist 1	C/Spec 1	E-1
Cadet Specialist 2	C/Spec 2	E-2
Cadet Specialist 3	C/Spec 3	E-3
Cadet Specialist 4	C/Spec 4	E-4
<u>Junior Non-Commissioned Officer (NCO):</u>		
Cadet Sergeant	C/Sgt	E-5
Cadet Technical Sergeant	C/TSgt	E-6
<u>Senior NCO:</u>		
Cadet Master Sergeant	C/MSgt	E-7
Cadet Senior Master Sergeant	C/SMSgt	E-8
Cadet Chief Master Sergeant	C/CMSgt	E-9
<u>Officers:</u>		
<u>Junior Officers:</u>		
Cadet Second Lieutenant	C/2 nd Lt	O-1
Cadet First Lieutenant	C/1 st Lt	O-2
Cadet Captain	C/Capt	O-3
<u>Senior Officers:</u>		
Cadet Major	C/Maj	O-4
Cadet Lieutenant Colonel	C/LtCol	O-5
Cadet Colonel	C/Col	O-6

DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY



Space Force Core Values:

Character

Connection

Commitment

Courage

Phonetic Alphabet:



Alpha

Bravo

Charlie

Delta

Echo

Foxtrot

Golf

Hotel

India

Juliet

Kilo

Lima

Mike

November

Oscar

Papa

Quebec

Romeo

Sierra

Tango

Uniform

Victor

Whiskey

X-Ray

Yankee

Zulu

Space Force Song

We're the mighty watchful eye,
Guardians beyond the blue,
The invisible front line,
Warfighters brave and true.
Boldly reaching into space,
There's no limit to our sky.
Standing guard both night and day,
We're the Space Force from on high.

Space Force Guardian Commitment

I am a Cadet Guardian. This is my commitment to all United States Guardians and to my nation. I will place my character above all. I will hold the Guardian Values as a foundation of my personal identity and my personal standard. I will connect with my Team Members and all Guardians and respect them by the way I wear my uniform, the words I use, and through my actions. I will master myself, grow in knowledge and wisdom, and prepare myself for my duties as a citizen of my country and its vision in space. I will have the courage to be bold when faced with challenges to my personal goals and the missions of my Team. I will seek a life that is Always Above.
Semper Supra

**DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY**

General Military Knowledge

Multiple Choice:

- 1 THE AWARD WHICH IS THE HIGHEST IN PRECEDENCE OF ALL AWARDS GIVEN TO MILITARY MEMBERS IS KNOWN AS THE
A. LEGION OF MERIT
B. CROSS OF GALLANTRY
C. CONGRESSIONAL MEDAL OF HONOR
D. SILVER STAR C

- 2 THE UNITED STATES AIR FORCE'S AERIAL DEMONSTRATION TEAM FLIES F-16 FIGHTING FALCON AIRCRAFT AND IS KNOWN AS:
A. THE BLUE ANGELS
B. THE THUNDERBIRDS
C. THE BLUE STREAKS
D. THE RED ARROWS B

- 3 THE HAND SALUTE IS USED
A. AS A GREETING BETWEEN MILITARY PERSONNEL
B. TO SHOW HONOR TO OUR FLAG AND COUNTRY
C. AS PART OF THE REPORTING PROCEDURES
D. ALL OF THE ABOVE D

- 4 THE POSITION OF HONOR WHEN STANDING, WALKING, OR SITTING, IS WHEN THE SENIOR PERSON IS LOCATED
A. IN THE CENTER OF THREE PEOPLE
B. ON THE LEFT SIDE
C. IN FRONT OF A GROUP OF PEOPLE
D. ON THE RIGHT SIDE D

- 5 WHAT SIGNALS THE END OF THE DUTY DAY ON AN AIR FORCE BASE?
A. RETREAT
B. THE NATIONAL ANTHEM
C. GOD BLESS AMERICA
D. REVEILLE A

- 6 YOU ARE IN UNIFORM WALKING DOWN THE SIDEWALK AND ENCOUNTER AN AIR FORCE OFFICER EITHER WALKING TOWARD YOU OR STANDING IN YOUR PATH. YOU WOULD DO WHICH OF THE FOLLOWING:
A. KEEP WALKING BUT BEGIN THE SALUTE WITHIN SIX PACES OF THE OFFICER.
B. WAIT FOR THE OFFICER TO SALUTE.
C. STOP AND SALUTE.
D. DON'T SALUTE BECAUSE HE IS READING A NEWSPAPER AND NOT PAYING ANY ATTENTION TO YOU. A

- 7 IF YOU ARE ATTENDING A FUNCTION INDOORS IN UNIFORM AS PART OF THE AUDIENCE, THE PROPER ACTION TO BE TAKEN WHEN THE NATIONAL ANTHEM IS PLAYED IS TO
A. SALUTE
B. PLACE YOUR RIGHT HAND OVER YOUR HEART
C. STAND AT ATTENTION
D. DO WHAT THE SENIOR OFFICER PRESENT DOES C

**DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY**

General Military Knowledge

Multiple Choice:

8. WHEN AT AN OUTDOOR EVENT IN UNIFORM AND AN UNCASSED FLAG IS ESCORTED PAST YOU, YOU SHOULD:
- A. SIT AT ATTENTION AND REMAIN SEATED AT ATTENTION UNTIL THE FLAG HAS PASSED YOU
 - B. STAND AT ATTENTION, FACE THE FLAG, AND RENDER THE SALUTE
 - C. FACE THE FLAG AND STAND AT ATTENTION WITH THE RIGHT HAND OVER THE HEART
 - D. FACE THE FLAG AND TAKE THE POSITION OF ATTENTION
9. IN EXECUTING DRILL, WHAT ARE THE NAMES OF THE TWO TYPES OF COMMANDS?
- A. PREPARATORY, EXECUTION
 - B. PREPARATORY, PERFORM
 - C. PRELIMINARY, EXECUTION
 - D. PREPARATORY, PERFORMANCE
10. WHEN ON A STAGE, THE U.S. FLAG SHOULD BE PLACED ON WHICH SIDE OF THE STAGE AS THE AUDIENCE LOOKS AT IT?
- A. RIGHT SIDE
 - B. LEFT SIDE
 - C. EITHER SIDE, DEPENDING ON WHAT OTHER FLAGS ARE ON DISPLAY
11. THE FLAG CEREMONY USED TO SIGNAL THE START OF THE DUTY DAY IS:
- A. ROLL CALL
 - B. PLEDGE OF ALLEGIANCE
 - C. REVEILLE
 - D. RETREAT
12. THE U.S. FLAG IS FLYING UPSIDE DOWN. WHAT DOES THIS MEAN?
- A. SOMEONE SCREWED UP
 - B. SOMEONE DIED
 - C. IT'S A HOLIDAY
 - D. SIGN OF DISTRESS
13. HOW IS THE U.S. FLAG RAISED TO HALF STAFF?
- A. HOISTED TO TOP OF THE POLE BRISKLY, THEN LOWERED BRISKLY TO THE HALF STAFF POSITION.
 - B. HOISTED TO HALF STAFF SLOWLY FROM THE BOTTOM.
 - C. HOISTED TO HALF STAFF QUICKLY.
 - D. HOISTED BRISKLY TO TOP OF POLE, THEN LOWERED SLOWLY TO HALF STAFF
14. THE AFJROTC PATCH LOGO INCLUDES AN OIL LAMP. THE LAMP REPRESENTS
- A. LOYALTY
 - B. PURITY
 - C. KNOWLEDGE
 - D. RESPECT

**DEVELOP CITIZENS OF CHARACTER DEDICATED TO
SERVING THEIR NATION AND COMMUNITY**

Uniformed Service Rank Chart

SPACE FORCE										
ENLISTED										
E-1	E-2	E-3	E-4	E-5	E-6	E-7	E-8	E-9	Senior Enlisted Advisors	
SPECIALIST 1	SPECIALIST 2	SPECIALIST 3	SPECIALIST 4	SERGEANT	TECHNICAL SERGEANT	MASTER SERGEANT	SENIOR MASTER SERGEANT	CHIEF MASTER SERGEANT	CHIEF MASTER SERGEANT OF THE SPACE FORCE	
NO WARRANT OFFICERS										
OFFICER										
O-1	O-2	O-3	O-4	O-5	O-6	O-7	O-8	O-9	O-10	
SECOND LIEUTENANT	FIRST LIEUTENANT	CAPTAIN	MAJOR	LIEUTENANT COLONEL	COLONEL	BRIGADIER GENERAL	MAJOR GENERAL	LIEUTENANT GENERAL	GENERAL	

DEVELOP CITIZENS OF CHARACTER
 DEDICATED TO SERVING THEIR NATION AND COMMUNITY

APPENDIX F – CHWP EXERCISE DESCRIPTIONS

1. **WELNESS EXERCISE DESCRIPTIONS:** The following physical exercises are available to units to use during wellness portion of JROTC.

- a. **Push Ups**



Place your hands slightly wider than shoulders; keep torso straight and head aligned with spine throughout the exercise. Lower yourself until your chest comes within 3-5 inches from the floor; (your upper arm should be parallel with the ground) Press back to starting position. You must rest in the up position.

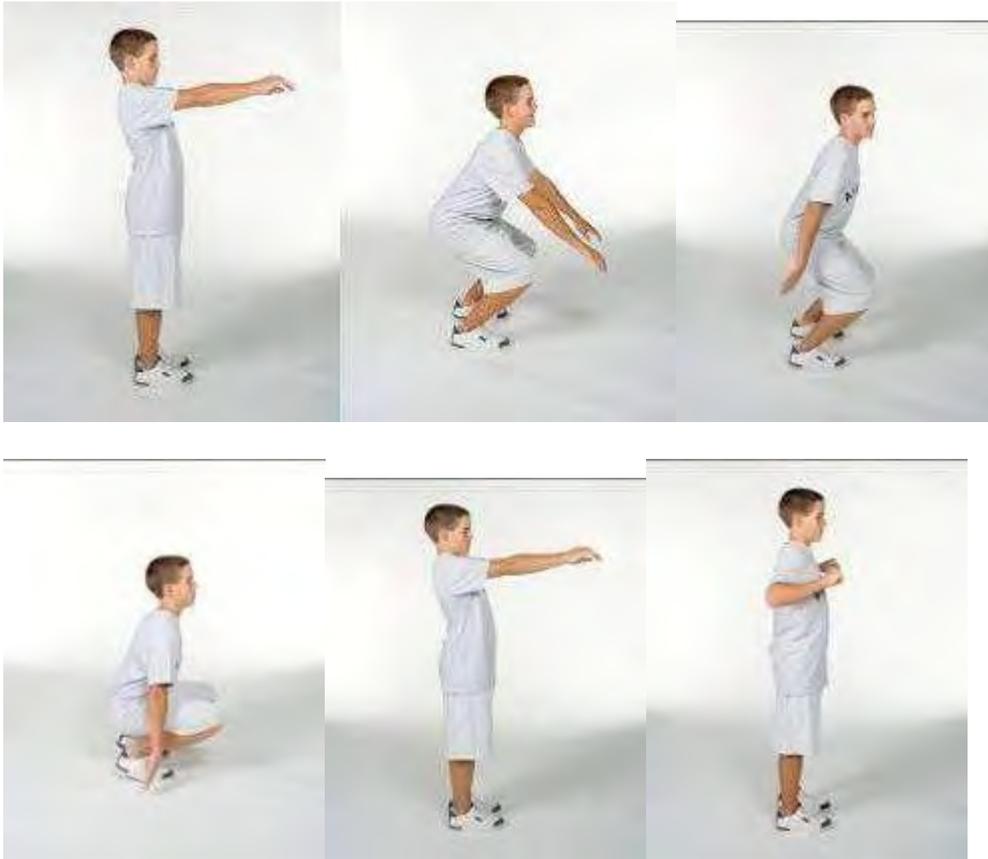
- b. **AF Push Ups**



1. Start with your hands on the floor, shoulder-width apart.
2. Your feet are on the floor (no knees) and your legs are shoulder width or wider, depending on your flexibility.
3. Starting position is butt in the air, head looking back to your heels.
4. Bend your elbows and lower your body in a circular arc, until your arms are straight. Your chest is up and your hips are almost touching the ground.
5. Look to the ceiling. Inhale.
6. Push back toward your heels once again. Straightening your arms and stretching your legs, as in step #3. Exhale.
7. Back to the same position as described in step #4.
8. Do as many repetitions as you need to rest you can pause in the starting position

Note: Some people lack the strength to do a single AF pushup when they begin. If you fall into this category, not to worry. Start with an isometric AF pushup. Get into the start position and press your hands into the ground as hard as you can. Hold for six seconds while you make the "sssss" sound. After this move into the arched position. While looking skyward, flex and contract your body and push your hands into the ground. Hold for six seconds while making the "sssss" sound. Repeat this entire sequence three times. These isometric presses will give you strength very quickly and soon you'll be doing a full AF pushup.

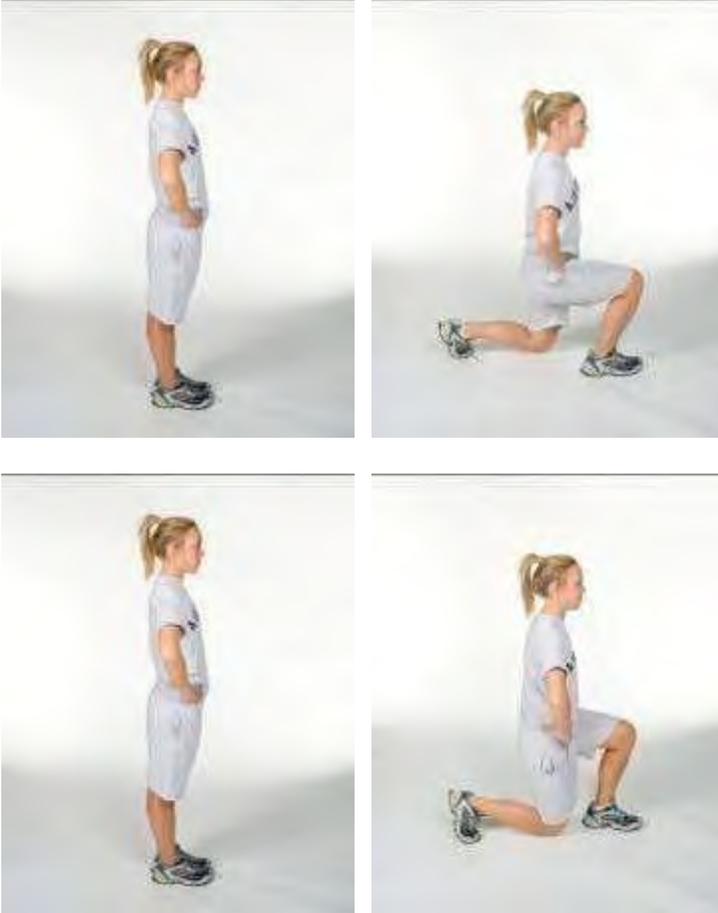
c. AF Squats



1. Begin with your feet shoulder-width apart and your toes pointing straight ahead. Your hands are pulled in tightly to your chest. Inhale.
2. Keep your back fairly straight and lower your buttocks until your thighs are parallel to the floor.
3. As you lower your buttocks your hands are BEHIND your back, and they follow you toward the ground.
4. As you move toward the parallel-to-the-ground position, you should simultaneously raise your heels from the floor.
5. Now swing your arms upward and push off your toes, raising your body to a standing position.
6. Once you have reached the up-position, you pull your arms in toward your chest again, as if you are rowing a boat. Make tight fists with your hands and pull. Your elbows will be close to your body as you pull.
7. Inhale as you pull your arms in, exhale as you lower yourself.

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d. Lunges



Start by standing in a normal upright position with your hands on your hips. While keeping your hands on your hip, step out far enough with your left leg so that your right knee has to drop within an inch of the floor. Now step back to the upright position and then step out with your right leg until your left knee is an inch off the floor. Going from left to right one time equals one three count? lunge. However, for testing one may count each lunge individually, so the process described above would equal two lunges.

e. 1 Mile Run

The 1-mile run should take place on a regulation track. If a track is not available, make sure the course is well marked and that all runners start at the same mark. Runners should not switch lanes until the 200-meter mark if the run is being conducted on a standard 400-meter track. Runners should be stretched well and hydrated before the run.

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h. Bent Knee Push Ups



Kneel on floor and bend knees so that you pivot on your knees rather than on your toes when doing a standard pushup. When you go to the down position, your knees will act as leverage point. It is recommended that these be done on grass or with a towel, etc, to protect one's knees.

i. Feet Elevated Push Ups



Place feet on sturdy chair or box with a height of about 2 ft. tall. Perform standard push-up. Make sure body stays straight!

j. Left Side Planks



Lay straight on your side with your legs and feet together. Now elevate yourself onto one elbow. You should be supporting your weight with a single forearm running perpendicular to the front of your body. You may place your opposite hand on your hip so that the non-weight supporting arm has its elbow pointing up into the air or lay it on your side as shown in the photo. Now hold this position as long as you can. You can spread your feet a bit to help with balance. For added training purposes, not to be scored on the diagnostic, a student can rotate while in the one arm plank position – meaning that you roll your body while leaning on the one

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elbow. In this one, you will need to have your non supporting elbow pointing up into the air. Try to turn enough so that the elbow of the arm not supporting your weight goes parallel with the floor while keeping your hand on your hip. Repeat as often as desired. Please note that the national charts are based on one arm plank times and not on rotations.

k. Right Side Planks



Lay straight on your side with your legs and feet together. Now elevate yourself onto one elbow. You should be supporting your weight with a single forearm running perpendicular to the front of your body. You may place your opposite hand on your hip so that the non-weight supporting arm has its elbow pointing up into the air or lay it on your side as shown in the photo. Now hold this position as long as you can. You can spread your feet a bit to help with balance. For added training purposes, not to be scored on the diagnostic, a student can rotate while in the one arm plank position meaning that you roll your body while leaning on the one elbow. In this one, you will need to have your non supporting elbow pointing up into the air. Try to turn enough so that the elbow of the arm not supporting your weight goes parallel with the floor while keeping your hand on your hip. Repeat as often as desired. Please note that the national charts are based on one arm plank times and not on rotations.



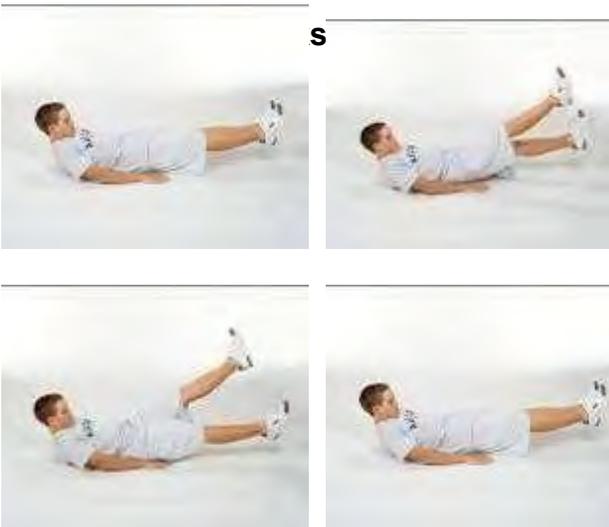
Lie on your back with legs bent 90 degrees at the knee - the standard "sit-up" position. Cross your arms and place your hands so that your fingertips touch your shoulders. Have a spotter hold your feet as shown in photo. Curl your torso so your chest moves toward your knees. Keep your hands on your chest at all times. The sit-up does not count if your hands come off your chest. You must rest in the up position while resting. To complete the sit up your shoulder blades must touch the ground. One's hips or buttock should not come off the ground to produce momentum.

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m. Extended Sit-Ups



Lie down on your back and extend your arms straight by your head while on the floor. Keep your legs straight and your feet together. Keeping your arms straight, gently bring your arms over your head and toward your legs as you do a sit-up maneuver. Don't fling or yank your arms. This could cause an injury. As your torso goes upright, keeping your legs straight, elevate your legs as you do the sit up maneuver. Reach your hands as far toward your ankles /feet as possible. Your feet should be at least 12 to 24 inches off the floor. Returning to the start position counts as one repetition.



Flutter Kicks are a great way to strengthen your hip flexors. Flutter Kicks are a traditional and staple PT exercise. Start kicking. Keep your range of motion between 6 inches to 36 inches max. Keep legs straight with knees locked as shown in the photo. This exercise is scored on time held not on reps per minute, so speed in doing the reps is not important, it is how long they can perform the exercise.

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o. Arm Extended Lunges



Follow the same process as described in the Lunges, but with this exercise you do not stand in place. Rather as you take a lunge, you also take a step from your start location. In addition, put your arms out straight in front of you. As you take the lunges, move both arms, while keeping them straight at the elbow, to the side of the leg that is taking the step. So if I step out with my left leg, my arms are swinging to my left side, etc. This works the torso in conjunction with the lunges.

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p. Reverse Extended Lunges



Do what is described in the Lunges exercise, but in this exercise you will be walking backwards. On this exercise the leg you step back with will be the leg whose knee will drop to an inch off the floor.

q. Mountain Climbers



Go into a regular push-up position, but extend your left leg forward so that your left knee is tucked up close to your chest. This will be the official start position. You will then move your left leg back to a straight position while you bring your right leg up to where its knee is tucked up under your chest. You will repeat this process and count each leg forward as one full mountain climber. The JROTC standard chart for “mountain climbers” is based on individual knee forward counts and not the three-count method.

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r. Body Builders



1. Start in a standing position with your arms to your side and your feet together.
2. Squat down and bend over so that you are in a squat position with your arms extended out before you and resting on the floor. (Count to “one” on this move.)
3. Kick your legs out from under you so that you go to a standard push-up position. (Count to “two” on this move.)
4. While in the push-up position, kick your legs apart so that your legs form a wide “V”. (Count to “three” on this move.)
5. Bring your legs back together and return to the standard push-up position. (Count to “four” on this move.)
6. Once back in a push-up position, perform one standard push-up. (Count to “five” on the downward move and count to “six” on the upward move in the push-up.)
7. While keeping your arms on the floor in front of you, tuck your legs up underneath you so that you return to the squat position described in line “2” above. (Count to “seven” on this move.)
8. Return to the standing start position. (This is move “eight” and completes one full “Body Builder.”)

s. Squat Leaps

Standing in place, jump up in the air and bring both knees up toward your chest; touch both shins with your hands when knees are at their highest point; extend legs to land on both feet and immediately jump up again. (Land, and then push off for the next leap. No double pump on landing) Do the jumps as quickly and as high as you can.

t. Side Lateral



Draw a line on the ground, 3 feet long. Stand on the far side of the line. Jump with both feet sideways and land on the other side of the line, then immediately jump back to the starting position. This equals one rep. Go back and forth as fast as you can. You can push more with the outside leg, but make sure both feet stay together and land on the outside of the line. If you do not "clear" the 3-foot length the exercise does not count.

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APPENDIX G – CURRICULUM PLAN TEMPLATE

General: With our program the normal SFJROTC program can be completed in four school years, as cadets attend class for 80-90 minutes every other day throughout the week. The classroom academic portions of the course involve instruction in aerospace science and leadership education. The overall curriculum plan for school years 2025 through 2028 is shown below.

CADET YEAR	SY 2026	SY 2027	SY 2028	SY 2029
1-4	AS-200 Ch 1-6	AS-300 Ch 1- 8	AS-100 Ch 1-6	AS-220 Ch 1-9
	LE 100 Ch 1-5 Drill + Wellness	LE-200 Ch 1-8 Drill + Wellness	LE-300 CH 1-8 Drill + Wellness	LE 400 Ch 1-8 Drill + Wellness

****Our four year AS sequence is: AS-100 (with LE-300), AS-220 (with LE-400), AS-200 (with LE-100) and AS-300 (with LE-200).

Additionally, the matrix for the three previous academic years is shown below.

CADET YEAR	SY 2023	SY 2024	SY 2025
1-4	AS-300 Ch 1- 8	AS-100 Ch 1-6	AS-220 Ch 1-8
1-4	LE 200 Ch 1 - 8 Drill + Wellness	LE 300 Ch 1 - 8 Drill + Wellness	LE 400 Ch 1-8 Drill + Wellness

2 Course Descriptions:

Space Force Junior ROTC I (One year, two class periods every other day, one credit): The focus of SFJROTC is to develop citizens of character dedicated to serving their nation and community. This is accomplished through the development of self-discipline, respect, customs & courtesies, character, integrity, service and leadership. Enrollment in SFJROTC does not obligate a student to military service. The prerequisite for this class includes a willingness to comply with US Space Force grooming standards.

SFJROTC class includes an Aerospace Science course each year with a four year rotation that includes: A Journey Into Aviation History (a course focusing on the development of flight), Cultural Studies: An Introduction into Global Awareness (a course examining the global awareness concept and global trends), The Science of Flight (a course examining the basics of flight) and Exploration of Space (a course focusing on space science and space flight). The Leadership Education consists of four Leadership classes that are also rotated in a four-year cycle and includes basic drill training. Consult with SFJROTC instructors and the school’s SFJROTC web page to confirm specific class offerings each year. The four rotated classes include: Leadership Education I: Citizenship, Character & Air Force Tradition and Leadership (a course providing the foundation of JROTC and introducing good citizenship skills), Leadership Education II: Communication, Awareness and Leadership (a course examining communication at both the individual and organizational levels), Leadership Education III: Life Skills and Career Opportunities (a course preparing students for life after high school) and Leadership Education IV: Fundamentals of Management (a course focusing on the basics of management and activity based learning). Additionally, every year the course includes a fitness program known as the Cadet Health and Wellness Program (the objective of this fitness program is to motivate cadets to maintain an active lifestyle into their adult lives). Only cadets enrolled in SFJROTC can take these classes. As a level I cadet, students will learn about dynamic followership, teamwork, professionalism and they will be assigned to positions in the corps.

Space Force Junior ROTC II (One year, two class periods every other day, one credit): The focus of SFJROTC is to

develop citizens of character dedicated to serving their nation and community. This is accomplished through the development of self-discipline, respect, customs & courtesies, character, integrity, service and leadership. Enrollment in SFJROTC does not obligate a student to military service. The prerequisite for this class includes a willingness to comply with US Air Force grooming standards and the completion of SFJROTC I.

SFJROTC class includes an Aerospace Science course each year with a four year rotation that includes: A Journey Into Aviation History (a course focusing on the development of flight), Cultural Studies: An Introduction into Global Awareness (a course examining the global awareness concept and global trends), The Science of Flight (a course examining the basics of flight) and Exploration of Space (a course focusing on space science and space flight). The Leadership Education consists of four Leadership classes that are also rotated in a four-year cycle and includes basic drill training. Consult with SFJROTC instructors and the school's SFJROTC web page to confirm specific class offerings each year. The four rotated classes include: Leadership Education I: Citizenship, Character & Air Force Tradition and Leadership (a course providing the foundation of JROTC and introducing good citizenship skills), Leadership Education II: Communication, Awareness and Leadership (a course examining communication at both the individual and organizational levels), Leadership Education III: Life Skills and Career Opportunities (a course preparing students for life after high school) and Leadership Education IV: Fundamentals of Management (a course focusing on the basics of management and activity based learning). Additionally, every year the course includes a fitness program known as the Cadet Health and Wellness Program (the objective of this fitness program is to motivate cadets to maintain an active lifestyle into their adult lives). Only cadets enrolled in SFJROTC can take these classes. As a level II cadet, students will learn about dynamic followership, teamwork, professionalism and they will be assigned to positions in the corps.

Space Force Junior ROTC III (One year, two class periods every other day, one credit): The focus of SFJROTC is to develop citizens of character dedicated to serving their nation and community. This is accomplished through the development of self-discipline, respect, customs & courtesies, character, integrity, service and leadership. Enrollment in SFJROTC does not obligate a student to military service. The prerequisite for this class includes a willingness to comply with US Space Force grooming standards and completion of SFJROTC I and II.

SFJROTC class includes an Aerospace Science course each year with a four year rotation that includes: A Journey Into Aviation History (a course focusing on the development of flight), Cultural Studies: An Introduction into Global Awareness (a course examining the global awareness concept and global trends), The Science of Flight (a course examining the basics of flight) and Exploration of Space (a course focusing on space science and space flight). The Leadership Education consists of four Leadership classes that are also rotated in a four-year cycle and includes basic drill training. Consult with SFJROTC instructors and the school's SFJROTC web page to confirm specific class offerings each year. The four rotated classes include: Leadership Education I: Citizenship, Character & Air Force Tradition and Leadership (a course providing the foundation of JROTC and introducing good citizenship skills), Leadership Education II: Communication, Awareness and Leadership (a course examining communication at both the individual and organizational levels), Leadership Education III: Life Skills and Career Opportunities (a course preparing students for life after high school) and Leadership Education IV: Fundamentals of Management (a course focusing on the basics of management and activity based learning). Additionally, every year the course includes a fitness program known as the Cadet Health and Wellness Program (the objective of this fitness program is to motivate cadets to maintain an active lifestyle into their adult lives). Only cadets enrolled in SFJROTC can take these classes. As a level II cadet, students will learn about dynamic followership, teamwork, professionalism and they will be assigned to positions in the corps. They can compete for positions in the corps with increased leadership opportunity.

Space Force Junior ROTC IV (One year, two class periods every other day, one credit): The focus of SFJROTC is to develop citizens of character dedicated to serving their nation and community. This is accomplished through the development of self-discipline, respect, customs & courtesies, character, integrity, service and leadership. Enrollment in SFJROTC does not obligate a student to military service. The prerequisite for this class includes a willingness to comply with US Space Force grooming standards and completion of SFJROTC I, II and III.

SFJROTC class includes an Aerospace Science course each year with a four year rotation that includes: A Journey Into Aviation History (a course focusing on the development of flight), Cultural Studies: An Introduction into Global Awareness (a course examining the global awareness concept and global trends), The Science of Flight (a course examining the basics of flight) and Exploration of Space (a course focusing on space science and space flight). The Leadership Education consists of four Leadership classes that are also rotated in a four-year cycle and includes basic drill training. Consult with SFJROTC instructors and the school's SFJROTC web page to confirm specific class offerings each

year. The four rotated classes include: Leadership Education I: Citizenship, Character & Air Force Tradition and Leadership (a course providing the foundation of JROTC and introducing good citizenship skills), Leadership Education II: Communication, Awareness and Leadership (a course examining communication at both the individual and organizational levels), Leadership Education III: Life Skills and Career Opportunities (a course preparing students for life after high school) and Leadership Education IV: Fundamentals of Management (a course focusing on the basics of management and activity based learning). Additionally, every year the course includes a fitness program known as the Cadet Health and Wellness Program (the objective of this fitness program is to motivate cadets to maintain an active lifestyle into their adult lives). Only cadets enrolled in SFJROTC can take these classes.

3 Syllabi: The syllabi for the VA-821 academic courses are shown on the following pages. Point values and totals are for planning purposes only. The ASI staff reserves the right to adjust course content depending upon class requirements and on-going conditions.



**SPACE FORCE JUNIOR ROTC (VA-821)
COURSE SYLLABUS
SY 2026
SFJROTC I, II, III & IV**

COURSE NAME: SFJROTC I, II, III & IV in Room 203

SFJROTC MISSION: To develop citizens of character.

APS MISSION: To ensure all students learn and thrive in safe, healthy, and supportive learning environments.

ACC MISSION: To instill a passion for learning by doing.

CREDIT TYPE: One General Elective Credit for the entire year

INSTRUCTOR'S NAMES: Col Scott Dierlam (Retired) and MSgt Jude Victor (Retired)
mark.dierlam@apsva.us jude.victor@apsva.us

REQUIRED TEXT AND MATERIALS:

- Aerospace Science 200: Science of Flight: A Gateway to New Horizons 2nd Ed. (published 2023)
- Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship (published 2016)
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- AF Instruction 36-2903, Dress and Personal Appearance of Air Force Personnel
- Cadet Guide

COURSE DESCRIPTION: The focus of SFJROTC is to develop citizens of character. This is accomplished through the development of self-discipline, respect, customs & courtesies, character, integrity, service, and leadership. Enrollment in SFJROTC does not obligate a student to military service. The prerequisite for this class includes a willingness to comply with US Space Force grooming standards.

SFJROTC I is the introductory course for all new cadets. SFJROTC II, III & IV are the advanced courses for returning cadets that cover new curriculum each year. The courses consist of three components: Aerospace Science (40%), Leadership Education (40%) and Wellness/Physical Fitness (20%).

Aerospace Science 200 course is a new course that provides students with up-to-date information on exploring the fundamentals of the science of flight. It all starts with an introduction to the principles of flight. Students will explore aircraft design, flight control, and aircraft power options. In addition, students explore weather concepts, the effects of flight on the human body, and how to navigate during flight. Finally, students will investigate the safety of flight and possible career options in the aviation industry. During the Fall semester, we cover Chapters 1, 2 and 3. During the Spring semester, we will cover Chapters 4, 5, and 6.

Leadership Education 100 provides an essential component of leadership education for today's high school students. It introduces cadets to history, organization, mission, traditions, goals, and objectives of JROTC for all services. It also introduces key military customs and courtesies, describes how to project a positive attitude, and examines the principles of ethical and moral behavior. It provides strategies for effective notetaking and study skills for academic success. Lessons cover how to be emotionally, mentally, and physically healthy. Avoiding and preventing violence in today's society is also covered. Recognizing types of bullying and how to advocate for prevention of this type of behavior. It covers healthy living, physical fitness, and how to make safe, drugfree, and responsible decisions. This textbook also examines the negative effects of air and water pollution, and how to help keep the environment safe. Cadets will be introduced to civics and our national government, including a historical understanding of the American flag and other important national symbols. The final chapter covers how the US Constitution protects our rights and freedoms as American citizens. Most of the work is to be hands-on. During the Fall semester, we cover Chapters 1 and 2. During the Spring semester, we will cover Chapters 3, 4 and 5.

Wellness/Physical Fitness portion incorporates the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Physical Fitness standard calculated with age and gender. The goal of the CHWP is to motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education.

COURSE OBJECTIVES AND OUTCOMES:

Aerospace Science: Science of Flight

Fall

1. Examine the key principles of flight and how aircraft are designed to take advantage of the principles of flight.
2. Examine the current and future methods for powering aircraft.
3. Analyze weather patterns and their effects on flight.

Spring

4. Evaluate the impacts of different flight regimes on the human body and methods for protecting humans during flight.
5. Evaluate the fundamental principles of flight navigation.
6. Examine the key aspects of flight safety and potential careers in the aviation industry.

Leadership Education: Traditions, Wellness, and Foundations of Citizenship

Fall:

1. Analyze the heritage, organization, and tradition of service programs.
2. Analyze the benefits of positive personal behavior.

Spring:

3. Evaluate healthy living through physical activity and good nutrition.
4. Apply safe, drug-free decisions.
5. Analyze the importance of citizenship in the United States.

Drill (applies to both semesters):

1. Know the importance of drills and ceremonies.
2. Know basic commands and characteristics of command voice.
3. Apply and execute the concepts and principles of basic drill positions and movements.
4. Know when and how to salute

Wellness and Physical Fitness (applies to both semesters)

1. Motivate SFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create an individualized training program based on national standards by age and gender.
3. Identify areas of improvement for each cadet.
4. Incorporate a physical training program to reach goals.

Canvas: Assignments will be posted on Canvas. For some assignments you may receive your feedback and grades via Canvas. However, you must check Synergy/ StudentVue for the most accurate representation of your grades. Additionally, on our Canvas page, we will have the links to any required Teams Meetings.

WEEKLY ROUTINE:

Monday: Aerospace Science Lesson with Col Dierlam

Tuesday: Aerospace Science Lesson with Col Dierlam

Wednesday: Leadership Lesson with MSgt Victor

Thursday: Leadership Lesson with MSgt Victor

Friday: Fitness. (All required Air Force paperwork must be completed and returned before individual fitness training commences.)

SOCIAL MEDIA USED: BlueSky @va821.bsky.social and Twitter via @VA821

Course Competencies

VDOE defines Space Force JROTC standards and competencies using the current Air Force JROTC standards. You can find the competencies for this course [at this link](#).

Curriculum for Leadership Education (MSgt Victor—approximately 9 classes per quarter)			
Chapter 1	Chapter 2	Chapter 3-4	Chapter 5
1. Analyze the heritage, organization, and tradition of service programs.	2. Analyze the benefits of positive personal behavior. Spring:	3. Evaluate healthy living through physical activity and good nutrition. 4. Apply safe, drug-free decisions.	5. Analyze the importance of citizenship in the United States.
1st Quarter September- November	2nd Quarter November-January	3rd Quarter February-April	4th Quarter April-June
Formative Assessment -Roleplays -Comprehension Quizzes	Formative Assessment -Roleplays -Open discussion Quizzes	Formative Assessment -Roleplays -Quick Writes Quizzes	Formative Assessment -Roleplays -Review Questions Quizzes
Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations

Curriculum for Aerospace Education (Col Dierlam— approximately 9 classes per quarter)			
Chapters 1	Chapters 2-3	Chapters 4-5	Chapters 6

1. Examine the key principles of flight and how aircraft are designed to take advantage of the principles of flight.	2. Examine the current and future methods for powering aircraft. 3. Analyze weather patterns and their effects on flight.	4. Evaluate the impacts of different flight regimes on the human body and methods for protecting humans during flight. 5. Evaluate the fundamental principles of flight navigation.	6. Examine the key aspects of flight safety and potential careers in the aviation industry.
1st Quarter September-November	2nd Quarter November-January	3rd Quarter February-April	4th Quarter April-June
Formative Assessment -Presentations -Quick writes -Quick talks -Quizzes	Formative Assessment -Presentations -Quick writes -Quick talks -Quizzes	Formative Assessment -Presentations -Quick writes -Quick talks -Quizzes	Formative Assessment -Presentations -Quick writes -Quick talks -Quizzes
Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations	Summative Assessment -Chapter Exams -Presentations

Safety Rules & Policies

Safety is the top priority in this class. This “safety-first” mindset is required for all cadets. Unsafe acts of any type will not be tolerated.

Sexually Explicit Material

We do not plan to use sexually explicit material.

Industry Credentialing Certification/Licensures

Credentials are industry certifications to validate student skill attainment to a potential employer or college admissions officer. These tests, recognized by industry, are at no cost to the student. SFJROTC students are required by APS to take the **Workplace Readiness Skills Exam**.

Career & Technical Student Organization (CTSO)

All cadets in our program are part of the national Space Force JROTC Program that includes numerous class and extracurricular opportunities.

Grade Overview

Grade Composition

Students are assessed in the categories in the table below.

Category	Weighted Percentage	Description
Formative Assessments	30%	Any product or performance by a student that provides continuous feedback to improve instruction. Formative assignments

		and assessments might include homework, quizzes, bellringers, skill builders, etc.
Summative Assessments	70%	Any product or performance by a student that demonstrates understanding or skill after instruction, practice, and feedback. Summative assignments and assessments might include tests and performance assessments including projects, essays, demonstrations, etc.

Retake Policy

All summative assessments have a retake/ revision option after remediation. The higher score (the original or the retake) will be used to calculate the student grade. Students must coordinate a mediation plan with the instructors to ensure the retake is accomplished by the end of the quarter grading period.

Final Exam Information: This course does not have written final. However, to meet the HQ Air Force program drill requirement, all cadets will lead and demonstrate the 30 Step Sequence by the end of April 2026. This grade is a summative evaluation.

Absences

Students are expected to complete all assignments. Students who are absent are expected to check Canvas to find out what they missed and to be ready to move forward upon their return. Help is available to students by contacting the teacher via email to make an appointment for academic support.

Additional Support Time/Office Hours

Outside of class hours, the normal office hours are 0930-1000. Additionally, instructors have great flexibility to schedule requested meetings with cadets. Also, instructors are normally available several days a week after school.

Late Policy

Late work submitted after the specified due date but within the teaching unit will be graded but may be penalized up to 10 percent of the value of the assessment. Assessments not submitted prior to the end of a teaching unit may result in no credit or a zero.

All work will have a due date, and it is important to complete it on time as the course's technical skills build on each other.

It is understood that extenuating circumstances may arise in which work cannot be submitted on time. In such cases, the student is expected to communicate with the teacher, in advance, so a conversation regarding a solution can be discussed.

Reporting Grade and Percentage Equivalency	Grade Descriptor
A 90, 91, 92, 93, 94, 95, 96, 97, 98, 99, 100	Excellent Achievement Demonstrates accurate and thorough understanding of course content; Creatively applies and extends knowledge and skills in content area; Consistently meets course standards; Overall performance and student products reflect a deep level of analysis of the content and critical thinking
B+ 87, 88, 89	Good Achievement Demonstrates an accurate understanding of course content; Applies knowledge and skills in content area; Consistently meets course standards; Overall performance and student products reflect a consistent understanding of the content and critical thinking
B 80, 81, 82, 83, 84, 85, 86	
C+ 77, 78, 79	Satisfactory Achievement Demonstrates acceptable understanding of course content; Consistently demonstrates basic knowledge and skills in content area; Meets course standards; Overall performance and student products reflect a consistent understanding of most of the content and reflect some degree of critical thinking
C 70, 71, 72, 73, 74, 75, 76	
D+ 67, 68, 69	Unsatisfactory Achievement (Passing) Demonstrates limited understanding of course content at this time; Inconsistently demonstrates knowledge and skills in content area around some standards; Inconsistently meets course standards; Overall performance and student products reflect an inconsistent understanding of the content
D 60, 61, 62, 63, 64, 65, 66	
E 0 – 59	Unsatisfactory Achievement (Failing) Demonstrates minimal understanding of grade level content at this time; Inconsistently demonstrates knowledge and skills in content area around most standards; Overall performance and student products reflect minimal understanding of the content

Note: Student grades reflect student achievement and not student behavior. Quarterly grades will round up when the percentage is .5 or higher.

Work habits as noted in the report card comments will be evaluated for each course using the following symbols.

- ! - **Surpasses Expectations**
- # - **Meets Expectations**
- ^ - **Approaching Expectations**
- N - **Needs Improvement**

Calculating Final Course Grades

Semester and final grades will be calculated using quality points. Each quarter will count for 25% of the final grade.

Letter Grade	Quality Point with Rounding to Determine Final Course Quality Point	AP, IB, and Dual Enrollment Quality Points
A	4.0 (3.75 to 4.0)	5.0
B+	3.5 (3.25 to <3.75)	4.5
B	3.0 (2.75 to <3.25)	4.0
C+	2.5 (2.25 to <2.75)	3.5
C	2.0 (1.75 to <2.25)	3.0
D+	1.5 (1.25 to < 1.75)	2.5
D	1.0 (0.75 to <1.25)	2.0
E	0.0 <0.75	0

GRADING PROCEDURES: Grades and late work will be computed in accordance with standard district grading policy. The class grade will be calculated from the weightings listed below:

70% - Summative Assignments to include a weekly Uniform Grade, a twice monthly fitness grade, a quarterly Community Service event plus a Summative Aerospace and/or Leadership presentation, test, demonstration or project.

30% - Formative Work Assignments to include daily classroom activities such as Quick Talks, Quick Writes, Quizzes, Role Playing and other activities directed by instructor.

UNIFORM WEAR (Summative Grade): Uniform wear is a large part of the Space Force JROTC program. ALL cadets are required to wear the appropriate uniform in JROTC class on either Wednesday or Thursday, from the start of the school day until release. Make-up day for excused absences on uniform day is the next class day. Multiple failures to wear your uniform can lead to disenrollment from the course. Cadets are required to wear their issued Physical Fitness uniforms on Fridays unless otherwise directed.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Space Force JROTC sponsored community service. Every quarter, we encourage cadets to lead or participate in a community service event.

Graduation Policy: Starting with the 2024-25 School Year, students must complete all graduation requirements towards a diploma to be eligible for participation in a commencement ceremony. Beginning in the summer of 2025, Arlington Public Schools will hold a summer commencement ceremony for those students who complete requirements through summer

programs.

Academic Integrity: Students are expected to demonstrate honesty and responsibility in their academic work. Teachers will review assignment submissions for authenticity and use tools, such as Turnitin, to detect the following:

- **Plagiarism:** To plagiarize is “1. to steal and pass off (the ideas or words of another) as one’s own; 2. to use (a created production) without crediting the source; 3. to commit literary theft; to present as new and original an idea or product derived from an existing source” (Webster’s Ninth New Collegiate Dictionary).
- **Cheating:** To cheat is to give or receive answers without permission of the teacher; to copy assignments, imagery or tests from others; or to look at the tests, homework, classwork, teacher materials, and/or similar assignments of others.
- **Misuse of Artificial Intelligence (AI)** = To use any software that generates or revises content for an assignment / assessment without the consent of the teacher, e.g. ChatGPT, Quillbot, Photomath.

The consequences for plagiarism, cheating, and misuse of AI are as follows:

- The teacher and student will discuss the conditions of the offense, and parents/guardians and the grade-level administrator will be notified.
- The student may redo the assignment during a time arranged by the teacher for up to full credit for a summative assessment or with a 10% penalty for a formative assessment.
- If the student does not resubmit the assignment by the end of the unit, it will earn a zero in the gradebook.

Note: If students have concerns regarding plagiarism, they should make arrangements to meet with the teacher to review their work in advance of a due date.

Acceptable use of Artificial Intelligence:

Generative AI tools may only be used with explicit teacher permission for approved learning activities. All AI assistance must be properly cited and AI outputs are never considered a final product. Remember: Be Original, Be Responsible, Be a Digital Citizen.

Electronic Devices:

MacBooks will be used for a number of activities in class throughout the year, however these devices are to be taken out only when directed. Students should bring a charged MacBook to class every day. Failure to follow school guidelines on appropriate laptop and Internet usage may result in consequences including, but not limited to, the laptop being confiscated by the teacher or administrator.

CLASS BEHAVIOR: The nature of the SFJROTC mission, as well as its high visibility within the school and community, requires its members to adhere to high standards. Inappropriate behavior, in or out of uniform, is prohibited while participating in SFJROTC. This behavior includes, but is not limited to, consuming alcohol, drug abuse, horseplay, fighting, disparaging remarks, insubordination, disrespect, verbal threats and physical attacks.

CELL PHONES: Cell phone policy is in accordance with APS district instructions.

CLASSROOM PROCEDURES: See Cadet Guide

EXPECTATIONS FOR CADETS

1. Follow the chain of command and attempt to resolve the issue at the lowest possible level. However, any safety issue or unresolved concern must be immediately brought to the attention of the instructors.
2. Always use the titles sir/ma'am when addressing SFJROTC staff and senior ranking cadets.
3. Be on time. Do not be late to class, scheduled events, practices, etc.
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc).
5. Wear the correct uniform on the appropriate day.
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully and attentively to the speaker/presenter or fellow cadets when they are speaking.
9. Treat others with mutual respect. Profanity, vulgar language, racial or ethnic slurs, derogatory comments, sexual harassment, or harassment of any fellow cadet or student will not be tolerated.
10. Remain in your seat unless given permission to move about the room
11. Remain professional; do not sit on desks, tables, trash cans, etc.
12. Unauthorized personnel are not allowed in the staff offices.
13. Always use the trash can to dispose of trash. If you see trash on the floor, clean it up.
14. No eating, drinking and **ABSOLUTELY** no CHEWING GUM in the classroom during the school day.
15. Wearing hats or sunglasses in the JROTC classroom is prohibited.
16. Maintain loyalty to the Corps, school, and your values.
17. No horseplay in the SFJROTC areas.
18. Maintain self-control at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.
20. Sign and abide by the Cadet Contract

Syllabus Updates:

If necessary, the SFJROTC instructors modify/update the syllabus, as required.

MacBook Air laptops:

MacBooks will be used for a number of activities in class throughout the year, however these devices are to be taken out ***ONLY*** when directed. At all other times, MacBooks should be stored away. Please bring your MacBook to class charged every day. Failure to follow school guidelines on appropriate laptop and Internet usage may result in consequences including, but not limited to, the laptop being confiscated by the teacher or administrator.

Absences

Students are expected to complete all assignments. Students who are absent are expected to check canvas to find out what they missed and to be ready to move forward upon their return. Missed work due to an absence is expected to be completed as outlined by **Arlington Public Schools Attendance Policy**. Help is available to students by contacting Col Dierlam and/or MSgt Victor via email to make an appointment for academic support.

Class Expectations: ACC's values are mindfulness, integrity, respect, and resiliency. Students and staff alike are responsible for creating a positive learning environment every day. Here are some of the ways we can practice these values: Note: Consider exchanging these guidelines with a class-created list modeled at the SEL (Social Emotional Learning) PD.

- **Mindfulness:** Be aware of our surroundings--our own feelings as well as the group's. Take responsibility for managing our time and materials to achieve course goals.

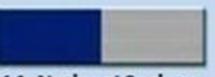
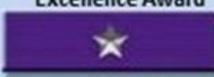
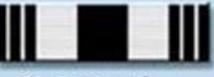
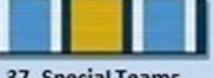
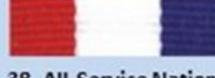
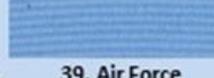
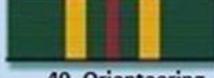
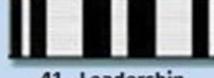
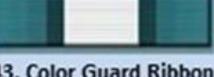
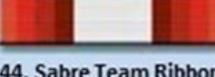
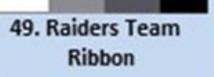
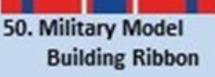
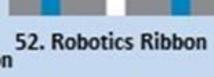
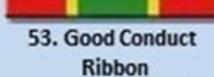
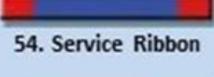
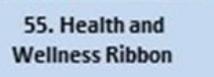
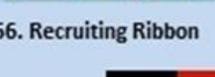
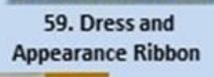
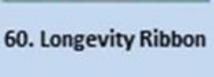
- **Integrity:** Remember the importance of honesty in our work together.

- **Respect:** When we are unable to participate fully in class, we should keep each other informed through one-on-one conversations, written passes, and/or emails. We show respect to one another by arriving on time.

Resiliency: We all deserve patience through the learning process. We should aim to show growth over time as a result of lessons and feedback from staff and peers--in other words, let's learn from mistakes.

Signature: On the Cadet Contract, each cadet acknowledges with their signature that they have read and understand the course syllabus.

Air Force and Space Force JROTC Ribbon Chart

					
1. Gold Valor Award	2. Silver Valor Award	3. Cadet Humanitarian Award	4. Silver Star Community Service w/Excellence Award	5. Community Service with Excellence Award	6. Air Force Association Award
					
7. Daedalian Award	8. Daughters of the American Revolution Award	9. American Legion Scholastic Award	10. American Legion General Military Excellence Award	11. Reserve Organization of America (ROA) Award	12. Military Officers Association Award
					
13. Veterans of Foreign Wars (VFW) Award	14. National Society United States Daughters of 1812	15. National Sojourners Award	16. Scottish Rite, Southern Jurisdiction Award	17. Military Order of the Purple Heart	18. Sons of the American Revolution Award
					
19. Military Order of World Wars Medal	20. American Veterans Award	21. Air Force Sergeants Association	22. Tuskegee Airman Inc. Award	23. The Retired Enlisted Association Award	24. Celebrate Freedom Foundation Award
					
25. Air Commando Association Award	26. Distinguished Unit Award w/Merit	27. Distinguished Unit Award	28. Outstanding Organization Award	29. Outstanding Flight Ribbon	30. Top Performer Award
					
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-Service National Competition Ribbon	39. Air Force Nationals Competition Ribbon	40. Orienteering Ribbon	41. Leadership Development Requirement (LDR) Leadership Ribbon	42. Drill Team Ribbon
					
43. Color Guard Ribbon	44. Sabre Team Ribbon	45. Marksmanship Ribbon	46. USAA Education Foundation JLAB Ribbon	47. Cyber Patriot Ribbon	48. StellarXplorers Ribbon
					
49. Raiders Team Ribbon	50. Military Model Building Ribbon	51. Unmanned Aircraft Systems (UAS) Ribbon	52. Robotics 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. Resiliency Ribbon	64-68. CAP Ribbons		