

CHAPTER 5 – CADET RANKS AND PROMOTION PROCEDURES

1. **GENERAL:** In VA-821, cadet ranks parallel those of the active Air Force. Ranks are awarded based upon proven performance and on potential for assumption of additional future responsibilities. See Appendix A for an illustration of cadet ranks. When using ranks in the AFJROTC 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 armed 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 or however high the ASI Staff determines. Additional enrollment would warrant a higher attainable rank. Distribution of ranks within VA-821 will also parallel that of an active Air 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 the number of AFJROTC years satisfactorily completed. 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. Permanent officer status will be awarded to cadets holding officer positions for two or more grading periods. Exceptions are authorized at the discretion of the SASI and in accordance with published unit guidance.

- a. The permanent grade for first-year cadets is Airman. Second-year cadets are Airman First Class. Third-year cadets are Senior Airman. Fourth-year, if offered, cadets are Staff Sergeant.
- b. Cadets serving in a temporary grade may revert to their permanent grade upon completion of these duties. At the discretion of the SASI, cadets in their final term of AFJROTC may retain the highest rank to which they have been promoted, regardless of course level.

4. **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.

5. **RANK HAS ITS PRIVILEGES (RHIP) & 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. Personal admiration is a voluntary tribute to another that the military service

does not demand. But the service does demand respect for authority by unfailing courtesy to people who exercise it. The privileges of rank do not include the privilege of abuse of position. The privileges of rank and position are privileges indeed, well worth striving for and attaining. With greater rank comes greater expectations and responsibility.

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 at the end of each grading quarter or whenever it is deemed appropriate. Exceptional performance may merit up to one early promotion as decided by instructors. All AS I/II cadets are eligible for promotion at the end of the first, second and third quarters. AS III/IV cadets will be eligible for promotion at the end of the first and third quarters. This restriction ensures ranks do not grow too rapidly for the size of the unit.

7. **PROMOTION PROCEDURES:** AS III/IV 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. 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.

9. **APPLICATION FOR ADVANCED ACTIVITIES:** If cadets are interested in attending advanced leadership development opportunities such as Cadet Leadership Course they must complete a formal application and turn it into the ASI staff by the suspense date. Additionally, if an AS III/IV cadet wishes to remain in the program as a AS V/VI Cadet Training Instructors (CTI) following completion of the program, they must complete an application to be considered. (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)



VIRGINIA 821ST AFJROTC CADET CORPS
ARLINGTON CAREER CENTER
816 SOUTH WALTER REED DRIVE
ARLINGTON, VIRGINIA 22204



Cadet Rank/Name: _____ Flight: _____

Application/Request for (circle all that applies):

Cadet Leadership Camp (CLC) Cadet Training Instructor (CTI) at CLC

2nd Year of AFJROTC 3rd Year of AFJROTC

Leadership Position(s) Applying for: _____

What makes you the best candidate for what (or all) you are applying for? What all have you done in AFJROTC? (May use the back, if needed)

If chosen, how does it help VA-821 and how will you use it to give back to AFJROTC? (May use the back, if needed)

I fully understand that if I am selected to attend, return or to a leadership position that I agree to abide by all cadet policies and procedure. Additionally, I will give 100%, actively participate and lead AFJROTC events such as: drill team, community service, fundraisers or other opportunities tasked to me. I will be an out-front leader that leads by example and I will be "Proactive not Reactive"! _____ (initials)

Cadet Signature

**THIS PAGE IS
INTENTIONALLY LEFT BLANK**