

# AFJROTC Det WI-951 Cadet Guide



School Year 2016-17

## ***Air Force JROTC Cadet Creed***

I am an Air Force Junior ROTC Cadet.

I am connected and faithful to every Corps of Cadets who served their community and nation with patriotism.

I earn respect when I uphold the Core Values of Integrity First, Service Before Self, and Excellence in All We Do.

I will always conduct myself to bring credit to my family, school, Corps of Cadets, community, and to myself.

My character defines me. I will not lie, cheat, or steal.  
I am accountable for my actions and deeds. I will hold others accountable for their actions as well.

I will honor those I serve with, those who have gone before me, and those who will come after me.

I am a Patriot, a Leader, and a Wingman devoted to those I follow, serve and lead.

***I am an Air Force Junior ROTC Cadet.***

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## Chapter 1

### Introduction to Air Force JROTC (AFJROTC)

#### 1.1 Core Values: Integrity First, Service Before Self, Excellence in All We Do

Core Values exist for all members of the unit regardless of rank, position, or grade level. They are for us to read, understand, live by, and cherish. These Core Values are there to inspire us to do our very best and to get the mission done. Study them...understand them...follow them...and encourage others to do the same.

##### 1.1.1 Integrity First – personal responsibility and accountability

*Integrity* is a character trait. It is the willingness to do what is right even when no one is looking. It is the moral compass -- the inner voice; the voice of self-control; the basis for the trust imperative in a team. A person of integrity is capable of acting on conviction and can control wrong impulses and appetites. A person of integrity follows through on commitments and does not compromise his obligations. Integrity encompasses many indispensable moral traits such as courage, honesty, responsibility, accountability, openness, self-respect and humility.

##### 1.1.2 Service Before Self – cooperate with and respect others

*Service before self* tells us professional duties take precedence over personal desires and include aspects of rule following: cooperation, respect for others, discipline, self-control and faith in the system. Cadets must realize personal needs are secondary to the needs of our great country and the overall good of its citizens. This is a 24-7 commitment that requires personal sacrifices – perhaps serving when it is not convenient, desirable, or when something “better” comes along. Service, however, is at the very heart of AFJROTC and calls for students with an enduring commitment and dedication to the mission.

##### 1.1.3 Excellence in All We Do – always do your best

*Excellence* directs us to develop a sustained passion for continuous improvement. “Excellence in all we do” helps us push ourselves, our unit, school, and community into a long-term positive environment.

#### 1.2 Air Force Junior ROTC Mission: To develop citizens of character, dedicated to serving their nation and community.

The *mission* of AFJROTC is critical to our nation because communities could not survive if they were not composed of good citizens. We want to ensure that our cadets do not stand idly by but become involved in making their unit, school, community, state and nation a better place. Being a good citizen embodies a number of ideals and AFJROTC is dedicated to building them within their cadets.

#### 1.3 Wisconsin 951<sup>st</sup> AFJROTC Group Mission: The mission of the WI-951<sup>st</sup> is to help all cadets to become better citizens, instill pride within themselves, actively participate in the community, and strive for excellence through first hand experiences as followers and leaders.

At the local level, our desire is to help you be the best citizen and student you can possibly be. Take pride in everything you do regardless of how big or small that event or activity may be. Do not settle for anything less than your best. Get involved! Research shows that those students who get actively involved in their schools, do much better than those who “punch the clock” – 7:30 AM to 2:41 PM. Many of the choices you make in high school will impact you and your community, so

make it a positive impact! Set the stage for a productive, meaningful and memorable life by doing your best, getting involved here and in your community and making the most of your opportunities.

#### **1.4 AFJROTC Goals: Citizenship -- Accomplishment -- Responsibility -- Service**

The *goal* of AFJROTC is to instill in high school cadets the values of:

- Citizenship
- A sense of accomplishment
- Personal Responsibility
- Service to the State and local community

#### **1.5 WI-951<sup>st</sup> AFJROTC Group Goals**

The Group Staff develops unit goals each year – a minimum of two each in the areas of cadets, school and community impact – and submits them to AFJROTC headquarters by the end of October. The Staff will then submit a Distinguished Unit nomination based on the completion of those goals by April 10<sup>th</sup>:

**1.5.1 Cadet Goal 1:** The WI-951 Cadet Corps will establish a “Wingman Program” for all AS1 and Upper-class Cadets.

**1.5.2 Cadet Goal 2:** 90% of the WI-951 Cadet Corps will obtain the Service Ribbon by the end of the School Year.

**1.5.3 Cadet Goal 3:** The WI-951 Cadet Corps will have a total of 10 new Cadets at the start of the Second Semester of School Year 2016-2017.

**1.5.4 School Goal 1:** The WI-951 Cadet Corps will have four (4) beautification days to clean up the school for the students, faculty, and community

**1.5.5 School Goal 2:** 80% of the WI-951 Cadet Corps will pass ALL courses throughout the School Year.

**1.5.6 Community Goal 1:** The WI-951 Cadet Corps will raise enough money to “sponsor” 1 veteran per semester for the Stars and Stripes Honor Flight Program.

**1.5.7 Community Goal 2:** The WI-951 Cadet Corps will dedicate a minimum of 5000 service hours to the community

#### **1.6 AFJROTC Objectives: Citizenship -- Service -- Responsibility -- Instruction**

The *objectives* of AFJROTC are to:

- Educate and train high school cadets in citizenship
- Promote community service
- Instill responsibility, character, and self-discipline
- Provide instruction in the fundamentals of air and space science

#### **1.7 WI-951 AFJROTC Expectations**

The WI-951 AFJROTC expectations are that every cadet should always do the right thing! By following instructions and directives the cadets will lead by example and set the example for others to achieve. The cadets of WI-951 will demonstrate responsibility by always helping those in need. They will grow into adults through experience, trial and error, and by challenging themselves to achieve greatness. They should be expected to have the responsibility, the honor, and the maturity

to give up their personal time to help the community. The Cadets are expected to do their best in ALL things (not just in the AFJROTC Program). They are expected to NOT give up when times get hard, but to summon their inner strength and power through the adversity. Cadets will be treated like adults and are expected to act like adults at all times. Have fun, be responsible and realize the WI-951 Cadet Corps is here to help you succeed in life.

**1.8 2016 - 2017 Special Interest Items of the WI-951:** The following areas are items of special interest for the 2016-2017 school year:

**1.8.1 Individual Responsibility:** Being responsible for your actions or situation, no matter what it is! This includes maintaining and adhering to the standards of the Cadet Honor Code/

**1.8.2 Respectful Treatment Towards All:** Cadets will treat others as they want to be treated. This includes our communication through social media as well. This also includes the fact that the rank of the individual does not matter as we treat everyone with respect.

## Chapter 2

### Cadet Honor Code

**2.1 We will learn not to lie, cheat, steal, or tolerate those who do:** Honor is derived from the same Latin root as honesty. It denotes respectability, esteem, and complete integrity of character in both public and private life. The Honor Code is not intended to be a complete standard of ethical behavior but a minimum standard of conduct. We expect all cadets will use the Honor Code as a foundation upon which to build higher standards of personal conduct. Each cadet must choose to live the *spirit* of the Honor Code and not try to walk the fine line or gray-area between honorable and dishonorable behavior. Our Honor Code is an ideal or spirit which, when you embrace it, will guide every aspect of your life.

**2.2 Four Pillars of Honor:** There are four equally important sections of the Honor Code. All must work together to ensure we maintain the honor and integrity of our unit.

**2.2.1 Lying:** *Lying* is making an untrue statement with the intent to deceive or mislead. Your word is your bond whether it is an oral or written statement. *Quibbling* is an attempt to create a false impression in the mind of your listener by cleverly wording what you say, omitting relevant facts, or telling partial truths. Quibbling is lying -- period.

**2.2.2 Stealing:** *Stealing* is intentionally depriving others of their property. If something does not belong to you, you cannot take it without permission from the owner. *Plagiarism* comes under this section as well as the *Cheating* section. Academic penalties are covered in the *Course Grading Policies* chapter of this guide.

**2.2.3 Cheating:** *Cheating* is taking unfair or dishonest advantage of others.

**2.2.4 Toleration Clause:** This is the guardian of the Honor Code and requires you to report any suspected violation. It is important to understand that abiding by the *toleration clause* is not tattling or squealing but an important protection of the honor and integrity of the WI-951 Corps of Cadets.

**2.3 Individual Responsibility:** Each cadet is obligated to uphold the standards set by the Honor Code. You must have the *moral courage* to abide by it and protect it from any cadets who place their standards below those of the unit. To fail in this, to allow other cadets to lower the integrity of the group, is to tolerate *dishonor*. The code belongs to each cadet and each cadet must be its *guardian*.

**2.4 Process for Violations:** Violations of the Honor Code or school policies are serious and require disciplinary action to protect the integrity of the unit.

**2.5 Disciplinary Action:** The instructors will initiate disciplinary action resulting from violation of the Cadet Honor Code or school policies. Depending on the severity, the instructors may handle the situation internally, through school *administrative* channels or establish a Cadet Board.

**2.6 Cadet Board:** The Group Staff may appoint a Disciplinary Board to evaluate the action of cadets for further information please see **Chapter 6**.

## Chapter 3

### Cadet Conduct and Professional Behavior

**3.1 Respectful Treatment:** Cadets will treat all other cadets, students, teachers, and administrators with respect. Everyone has the right to participate and learn without fear of ridicule or being the brunt of jokes or other demeaning acts or speech. Hazing and harassment whether sexual, verbal, mental, or physical is inappropriate and will not be tolerated. Cadets should treat others as you want to be treated.

#### **3.2 Public Display of Affection (PDA)**

Cadets are to refrain from *PDA* while in uniform. Class activities and field trips are not “dates” and cadets should act professionally while representing our unit. PDA will not be tolerated under any circumstances during any AFJROTC events. This includes improper/personal conversations while in public. While not in uniform, cadets will act in a professional manner towards each other and will not demonstrate their romantic relationships in public. Respect yourself and the people around you by keeping your personal relationships private...NOT public.

#### **3.3 Horseplay**

It is time to Act like an Adult...remember Adults DO NOT Horseplay. Horsing around invariably causes injuries and tears clothing (uniforms) and should be avoided. Use good judgment when having “fun” to avoid hurting yourself or someone else or damaging clothing. Learn to understand the concept of “a time and a place for everything”.

#### **3.4 Appropriate Language**

Cadets will use appropriate language at all times. Inappropriate language includes profanity, *derogatory* remarks, negative *reaction language* or their *sound-a-likes*. Our goal is to support each other with positive comments.

#### **3.5 Gossip/Rumors/Drama**

Cadets will **refrain** from *gossip and rumors*. Dwelling on or spreading stories about incidents whether true, partially true, or blatantly false does not help resolve them but serves only to blow them out of proportion and results in hurt feelings and strained relationships, this includes doing so through social media. This also reflects negatively on the unit.

#### **3.6 Addressing Other Cadets**

Cadets will address each other in a respectful manner at all times. When emotions are high, cadets will maintain control and discuss issues as adults...NOT like children.

#### **3.7 Non-Compliance**

Failure to comply with any of these rules may result in a Cadet Disciplinary Board.

## Chapter 4

### Academic Plan

#### 4.1 General Guidance for Academics

You will be successful if you pay attention, complete assessments, wear the uniform, participate and follow fairly simple rules and procedures. Remember – *EXCELLENCE in ALL we do!*

#### 4.2 Common Summative Assessment (CSAs)

A *Common Summative Assessment (CSA)* is used to determine if a cadet has mastered the content of a *Specific Area of Study*. You must master each CSA at 80%. Any cadet earning a score below 80% on a CSA will be given an opportunity to *remediate* within two weeks. The CSA score will be the average of the two CSA scores with a maximum score of 80%.

#### 4.3 Leadership and Participation

Leadership and Participation points are earned with weekly cadet points and daily assignments/homework.

**4.3.1 Weekly Cadet Points:** Cadets can earn a maximum of 10 weekly cadets points (WCP) based on leadership, uniform wear, and wellness/physical training (PT). Each cadet starts the week with 10 points and then deductions of points happen for failure in leadership principles, uniform wear violations, lack of wellness participation or improper PT uniform wear.

**4.3.2 Daily Assignments/Homework:** You are responsible for bringing the appropriate supplies to class (including your *Student Planner*), taking notes in your AFJROTC notebook, completing assignments on time, as well as participating in class discussions, activities and projects. Each homework assignment is typically worth 10 points if turned in completed and on time.

#### 4.4 Academics

Academics consist of tests, quizzes, and certain presentations made in class.

#### 4.5 Quarter Grades

**CSAs (40%); Leadership and Participation (45%); Academics (15%); CFA's (0%)**

The CSAs, leadership and participation, and academics for all levels are equally divided between Aerospace Science and Leadership Education which gives the required 40% AS, 40% LE & 20% Wellness split for the course. Typically each quarter you will have 2 CSAs

#### 4.6 Final Examination

The final examination is a written assessment of Aerospace Science and Leadership Education topics covered during the semester. Each area accounts for 50% of the final exam grade.

#### 4.7 Semester Grade

Semester grades consist of the two quarter grades (45% each) and the final exam (10%).

#### 4.8 Plagiarism

Claiming the work of another as your own whether from a book, magazine, newspaper, speech, internet, another student (past or present), etc without properly documenting it is *plagiarism*. If you choose to do this, you will automatically receive a *zero* on the assessment, assignment or project and will then have to remediate it. The maximum grade will be the average of the remediated score and *zero*. If caught cheating or plagiarizing a Cadet Disciplinary Board will be issued.

#### 4.9 Curriculum Plan

**4.9.1 Aerospace Science 1 (AS-1)** First-year cadets will concentrate on Aerospace Science, Leadership Education I, Wellness and Drill & Ceremonies. Homework assignments will be divided between Aerospace Science and Leadership Education. AS-1s will have a approximately 8 CSAs throughout the year (typically 2 each Quarter). CSAs will include Customs & Courtesies, Drill &

Ceremonies, Hot Air Balloons, Wellness, and Uniform Inspections.

**4.9.2 Aerospace Science 2 (AS-2)** Homework assignments will be divided between Aerospace Science and Leadership Education. AS-2s will have a minimum of 8 CSAs throughout the year (a minimum of 2 each Quarter). CSAs will include Customs & Courtesies, Drill & Ceremonies, Cultural Studies, Right Flyer, Wellness, and Uniform Inspections.

**4.9.3 Aerospace Science 3 (AS-3)** Homework assignments will be divided between Aerospace Science and Leadership Education. AS-3s will have a minimum of 8 CSAs throughout the year (a minimum of 2 each Quarter). CSAs will include Customs & Courtesies, Drill & Ceremonies, Alpha Rockets, Wellness, and Uniform Inspections.

**4.9.4 Aerospace Science 4 (AS-4)** Homework assignments will be divided between Aerospace Science and Leadership Education. AS-4s will have a minimum of 8 CSAs throughout the year (a minimum of 2 each Quarter). CSAs will include Customs & Courtesies, Drill & Ceremonies, Wellness, and Uniform Inspections.

#### **4.10 Academic Tutors**

**4.10.1 Tutoring:** Anyone who is failing a class when progress reports, quarter grades, and/or semester grades will be required to receive tutoring. Anyone in need of help with any academics is always welcome to get a tutor.

**4.10.2 Tutor:** To be a tutor you need to be receiving a B or higher in the class you would be tutoring for. If you are no longer in a class, but received a B or higher in the past, you can also be a tutor.

## Chapter 5

### The Air Force JROTC Area

#### 5.1 General Instructions

Cadets must respect the privacy of the instructors and other cadets. The “owner” is the only one *authorized* to access or grant access to offices, desks, files, or closets. At times, access to areas and use of equipment must be restricted to ensure *confidentiality* of information or to safeguard equipment. If you do not know if something is *off-limits* – leave it alone and ask.

#### 5.2 AFJROTC Classroom (Room 154)

The classroom is open to cadets during their normally scheduled class, before and after school and other times with prior coordination with an instructor.

#### 5.3 Bulletin and Assignment Boards

Cadets should read the boards as they enter the classroom and note any announcements or assignments. Assignments must be turned in by 3:05 PM on the day they are due.

#### 5.4 Beginning Class

When the class bell rings, the Squadron First Sergeant will call the class to attention and take an attendance report from the Element Leaders. Element Leaders will report cadets present or absent or accounted for by name (i.e. All cadets present, Sergeant, Cadet Jones absent, Sergeant, Cadet Smith accounted for, Sergeant). The First Sergeant will relay the report to the Squadron Commander who will document it on the weekly point’s sheet. Next, the Squadron Commander will read the Daily Ops Order and lead the Squadron in the Pledge of Allegiance. The Squadrons will also sing the Air Force song on Uniform Days.

#### 5.5 Squadron Binder

Each Commander is assigned a binder to track attendance and assignments, leadership and uniform scores. These binders are kept on the back counter. They will remain in the classroom unless checked-out through one of the instructors. The commander will ensure the squadron binder is organized, updated, and used properly.

Senior Staff will coordinate information, events and assignments politely downward through the chain of command. The squadron binders may be used so daily inspection of the binder is important. However, the primary source of communication will be face to face.

#### 5.6 AFJROTC Instructors’ Office (Room 154A)

Lt Col Davis and MSgt Olson’s desks are off-limits, do not sit at them, on them, in their chairs, this also includes their computers. Do not take anything from on or inside their desks. Do not place anything on their desks; it must be given to one of them.

#### 5.7 Cadet Area

The Cadet Area is open to cadets after school or during the lunch hours, if one of the instructors is present. Cadets may receive help with homework, study, or just relax. At all times, cadets must respect any other cadets’ right to work and must clean up after themselves!

#### 5.8 Computers

Cadets must get permission from an instructor before using the computers. Also school computers are for school related activities and assignments. The district has limited bandwidth. Non-school activities slow down the computers. Student will not use the computers for personal entertainment such as playing games, shopping, searching for entertainers. Listening to on-line music, and watching on-line videos. Unless otherwise directed by a teacher, students will not be allowed on recreational sites. The printer is designated for school use only and we ask that you print scarcely because of high cartridge cost.

### 5.9 Classroom Conduct

**Eating in the AFJROTC classroom is a privilege!** As it is a privilege, it can be earned by an individual as well as the entire squadron. **Water** is the only authorized drink and must have a closable top. Fruits and vegetables in their natural form are allowed in the classroom. Also snacks that are **non-sugary** and in a sandwich sized bag or similar sized container will be allowed. **No gum** will be allowed in the classroom. **No energy drinks (any brand) are allowed in the classroom or at any WI-951 event.** A class will lose its privilege to eat in the classroom if they do not clean up after themselves (i.e. wrappers left, crumbs not cleaned up, etc.) This also includes lunch time hours. Also, there will be **no personal objects or bodies on the back counter** for any circumstances. Please remember your manners and clean up after yourself.

### 5.10 Open Door Policy

The instructors have an *open door policy* and encourage cadets to visit the office to discuss business anytime the instructors are present except during their prep time (unless previously coordinated). Most of the time, the instructors will be available to see you right away. If the instructors are busy, leave a note with a short message including where you can be reached.

### 5.11 AFJROTC Supply & Storage Room (Room 152)

All equipment and supplies in room 152 are accountable so the room must remain secure. Cadets may enter the supply/storage room only when attended with Instructors, Logistic Officers, or any group staff member. On designated Uniform Days (Wednesday and Fridays or other special occasion days) the supply closet will be closed. The supply closet IS NOT for you to store your uniform items, after we have issued it to you it may not be kept in the supply room unless approved by SASI or ASI.

Designated Closet Times:

Monday: 6:45 AM- 7:15 AM and 2:45 PM-3:15 PM

Tuesday: 6:45 AM- 7:15 AM and 2:45 PM-3:15 PM

Thursday: 6:45 AM- 7:15 AM and 2:45 PM-3:15 PM

**(You may bring in unserviceable items anytime to be replaced, except Uniform Days)**

## Chapter 6

### The Cadet Corps

#### 6.1 Unit Designation

The Greenfield High School Air Force Junior ROTC unit was established in 1995 as the WI-951 Cadet Group. This means the unit was the first (and only) unit established in Wisconsin in 1995.

#### 6.2 Organizational Structure

The *Organizational Charts* in Attachment 1 depict the group structure. Attachment 2 lists the major responsibilities for each position so cadets will know the expectations of that position. Every cadet should study the *job descriptions* to gain a more complete understanding of the total group operation.

#### 6.3 Communications Flow

The organizational chart reflects a *chain-of-command* by the lines connecting the functions or positions. Decisions, information, and guidance flow down the chain in the form of verbal or written instructions. Information and recommendations also flow upward. Coordination between lateral functions is necessary for efficient and effective staff action to occur. Without free communication flow, the unit will quickly become ineffective.

#### 6.4 Command and Staff Functions

The Group Commander and staff manage the group functions. The command and staff functions are on the chart in the classroom. Attachment 2 lists the staff jobs and responsibilities.

#### 6.5 Staff Meetings

Commanders and staff officers conduct staff meetings to inform, instruct, define, plan, clarify, create, resolve, and decide. Attendees must be prepared to update the others on the status of their area of responsibility. Group Staff meetings will typically be held every Thursday during Group Staff class time. Be prepared and come ready to discuss corps events.

#### 6.6 Cadet Boards

**6.6.1 Purpose** Cadet Boards are done to review the wrong actions of a cadet if warranted by Senior Staff. The outcome of the board is to remotivate cadets to do the right thing!

**6.6.2 Board Composition** A Cadet Board consists of at least 3 members to include at least one of the following three; the Group Corps Commander, Deputy Corps Commander, or Chief of Staff and will include two other Group Staff members unless changed by the SASI.

**6.6.3 Processing Board Action** Board findings and recommendations are submitted in writing to the Group Commander within two days of the end of the board (if the Group Commander is on the board, the findings and recommendations will go directly to an instructor). After reviewing the report, the Group Commander adds comments and delivers the report to an instructor within two days of receipt. The SASI is the final approval authority for all board recommendations and will notify the affected cadet of the action taken within two days of receipt.

**6.6.4 Appeal Process** If the affected cadet does not agree with the action, he/she may *appeal* the decision through the chain-of-command. The appeal must be in writing and delivered to the Group Commander within 3 days of notification. The cadet may also request an in-person review with one or both of the instructors.

**6.6.5 Documentation** Pertinent findings and recommendations of a board, once approved by the SASI, become a part of the Personal Information File (PIF).

## Chapter 7

### Uniform and Grooming Standards

#### 7.1 General

The Air Force uniform is the symbol of a proud and honorable service. Each cadet must wear it proudly and properly while maintaining high standards of dress and personal appearance. The need for personal cleanliness (hygiene), safety, and proper wearing of the uniform on the part of all cadets requires certain minimum standards be established. Cadets will maintain the uniform standards described in Air Force Instruction (AFI) 36-2903 Dress and Personal Appearance of Air Force Personnel. If AFI 36-2903 changes during the school year Cadets will be notified and expected to follow the updated directions in the AFI.

**7.1.1** Keep all uniform buttons buttoned -- including pockets -- except the top button of the shirt/blouse when not wearing the tie/*tab*.

**7.1.2** Maintain *badges, insignia*, belt buckles, and other metallic devices in proper luster and condition.

**7.1.3** Religious accommodations to uniform will be approved by SASI.

**7.1.4** Cadets may wear wristwatches, identification bracelets, and rings (maximum of three) if they meet uniform regulations.

**7.1.5** Sunglasses are permitted but not in military formations (photosensitive eyeglasses are acceptable).

**7.1.6** Cadets will not wear any uniform items with civilian clothing UNLESS SPECIFICALLY ALLOWED BY Air Force standards/regulations.

**7.1.7** All Cadets should inform any member in uniform (AFJROTC, AFROTC, or Air Force member) that is in violation of uniform and appearance standards.

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

**7.1.9 Bracelets.** Ankle bracelets are not authorized. Airmen may wear one bracelet around their wrist. If worn, the bracelet will be conservative (moderate, being within reasonable limits; not excessive or extreme) (which is defined as plain, not drawing attention or faddish) 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; however, if worn, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) (which is defined as plain, not drawing inappropriate attention or faddish). 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).

**7.2 Prohibited Actions.** When in uniform the following actions are *prohibited* while walking or in a formation, including organized or unit PT:

**7.2.1** Do *not* stand or walk with hand(s) in pocket(s), except to insert or remove an item.

**7.2.2** Do *not* consume food and/or beverage while walking in uniform. **Exception:** Beverages may be authorized during wear of PT uniform and commanders may authorize food and/or beverage consumption during special functions.

7.2.3 While walking in uniform the use of personal electronic media devices, including ear pieces, speaker phones or text messaging is limited to emergencies or when official notifications are necessary

### **7.3 Headgear**

**7.3.1 Flight Cap (Male and Female)** . The flight cap will be worn slightly to the wearer's right with vertical creases of the cap in line with the center of the forehead and in a straight line with the nose. The cap extends approximately 1 inch from the eyebrows in the front and the opening of cap is to the rear. If not worn, tuck under the belt on wearer's left side, between the first and second belt loops (cap will not fold over belt or be visible below service coat). Cap will not be tucked under epaulets. Women are authorized to wear the male flight cap. The flight cap is authorized to be worn with any combination blue uniform.

**7.3.2 Beret (White) (Male and Female):** The white beret is authorized for wear by cadets who have gone thru formal Cadet Color Guard training. To maintain the right to wear the beret, authorized cadets must do a minimum of 5 Color Guard events during the school year. Position headband straight across the forehead, 1 inch above the eyebrows. Drape the top toward the right ear and the stiffener. Align insignia (Officer or Enlisted) above the left eye. Adjust ribbon for comfort, tie in a knot, and tuck inside or cut-off. When not being worn the beret will NOT be tucked under the belt or epaulets. The white beret is authorized to be worn with any combination Blue uniform and the DCUs.

### **7.4 Footwear**

Footwear is required when wearing ALL uniforms. Footwear must meet the following criteria as listed in AFI 36-2903:

#### **7.4.1 Male Shoes:**

**7.4.1.1 Low Quarters.** Low-quarters are worn with the formal dress, mess dress, semi-formal, service dress and services uniforms (dress boots are also an option with the service dress and service uniform). Shoes will be low quarter, oxford-style, lace-up with a plain round-capped toe. Soles will not exceed 1/2 inch in thickness and the heel will not exceed 1 inch in height (measured from the inside front of the heel). Shoes will be smooth or scotch-grained leather or manmade material. Shoes will be shined; high gloss or patent finish is optional.

**7.4.1.2 Boots.** Black combat boots will be without design and can be worn with the service dress uniform. Pants will not be bloused.

#### **7.4.2 Female Shoes:**

**7.4.2.1 Low Quarters.** Can be worn (optional) with the service dress and services uniforms (authorized with all maternity uniforms). Commercially designed low quarters will be black oxford, lace-up style, with a plain rounded toe or a plain rounded capped toe. The sole will not exceed 1/2 inch in thickness and the heel will not exceed 1 inch in height (measured from the inside front of the heel); however, the sole may have a low wedge heel. 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.

**7.4.2.2 Pumps.** Will be worn with the formal dress, mess dress, and semi-formal uniforms (authorized with all blue maternity uniforms). Optional with the service dress and service uniforms. Black pumps will be low cut and rounded throat (the top opening) with a raised heel no higher than 2-1/2 inches (measured from the inside sole of the shoe to the end of the heel lift). The tip of the heel can not be less than 1/2 inch in diameter or larger than the body of the shoe. Faddish styles will not be worn (e.g. extreme toes, pointed or squared, or extreme heel shapes).

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.

**7.4.2.3 Slip-on Shoes.** Can be worn (optional) with the service dress and services 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. Faddish styles will not be worn (e.g. extreme toes, pointed or squared, or extreme heel shapes). 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.

**7.4.2.4 Boots.** Black combat boots will be without design and can only be worn with the service dress uniform while wearing slacks. Slacks will not be bloused

### 7.4.3 Hose/Socks

**7.4.3.1 Socks (black):** Socks will be plain without design, clean, and serviceable. Black socks will be worn with low quarters, dress boots and black jungle/combat boots. Plain white socks may be worn under the black socks as long as the white socks are not visible.

**7.4.3.2 Socks (white):** White socks are worn with athletic shoes and may have small logos.

**7.4.3.3 Hosiery:** Hosiery will be worn with the formal dress, mess dress, semi-formal dress, and service dress uniform (skirt). Hosiery will be plain commercial, sheer, nylon in neutral, dark brown, black or off-black, or dark blue shades that complement the uniform and the Airman's skin tone. Patterned hosiery is not authorized to be worn with any uniform. Hosiery must be worn with the skirt and are optional with slacks. If hosiery is not worn with the slacks then black socks are required to be worn.

### 7.5 Shoulder Cords

The table below describes the authorized cords for the WI-951, in order of precedence for wear on the left shoulder. If authorized more than one cord, the cadet should wear the highest precedent cord or the one most appropriate for the occasion. Wear the cord with the service dress coat or light blue shirt/blouse. Whether on the coat or light blue shirt/blouse, the cord will be worn grounded to the left shoulder seam.

	<i>Color</i>	<i>Position</i>
1	Chrome	Group Commander
2	Yellow & White	Group Senior Enlisted Advisor
3	Blue & White	Group Staff
4	Gold	Squadron Commander
5	Green	Squadron First Sergeant
6	White	Color Guard
7	Green & Gold	Drill Team
8	Red	Exhibition Drill Team

**7.6 Blue Uniform Combinations** (Attachments 4 through 9 show the standards and proper wear of the blue uniform combinations.)

**7.6.1 Trousers (Male):** Trousers will be blue and trim-fitted with no bunching at the waist or bagging at the seat. The trousers will be full cut, straight hanging and without cuffs or additional alterations to further taper the leg. The front of the trouser legs will rest on the front of the shoe or boot with a slight break in the crease. The back of the trouser legs will be  $\frac{7}{8}$  inch longer than the front. The trouser material will match the service dress coat in both fabric and shade.

**7.6.2 Slacks (Female).** Slacks will be blue and fit naturally over the hips with no bunching at the waist or bagging at the seat. The bottom front of the slack legs will rest on the front of the shoe, boot or on top of the foot if wearing pumps, with a slight break in the crease. The back of the slack legs will be approximately  $\frac{7}{8}$  inch longer than the front. The slacks will be tailored, straight hanging, with no flare at the bottom or additional alterations to further taper the leg. They will have a center fly-front opening and front and back waist darts, two  $\frac{1}{4}$  top side pockets, and a waistband with five belt loops. The slacks material will be 100% polyester, polyester wool tropical, or wool blend with a serge weave. The slacks material will match the service dress coat in both fabric and shade.

**7.6.3 Skirt.** The skirt will be polyester or poly-wool, blue and hang naturally over the hips with a slight flare. The skirt will be no shorter than the top of the kneecap and no longer than the bottom of the kneecap when standing at attention. The skirt will be straight style with belt loops, a kick pleat in the back, two pockets, and a darted front. Skirts will have a back zipper and lining attached to the waist. Skirt material will match the service dress coat in both fabric and shade.

**7.6.4 Male Long-Sleeve/Short-Sleeve Blue Shirt.** The long-sleeve and short-sleeve blue shirt will be light blue in color with two pleated pockets, convertible cuffs (long-sleeve only), and epaulets. The collar of the shirt will be visible  $\frac{1}{4}$  to  $\frac{1}{2}$  inch above the service dress coat collar. With arms hanging naturally, sleeves will end  $\frac{1}{4}$  to  $\frac{1}{2}$  inch below the wrist, but not be visible below the sleeves of the service coat. The blue shirt will be neatly tucked into the trousers. The shirt may be altered for a tapered fit. A V-neck or athletic style, white undershirt will be worn under the shirt.

**7.6.5 Female Blouse (Long and Short-sleeved):** The pointed-end collar of the shirt must show  $\frac{1}{4}$  to  $\frac{1}{2}$  inch above the service dress coat collar with arms hanging naturally. It will not have military creases and will have epaulets. With arms hanging naturally, long-sleeves will end  $\frac{1}{4}$  to  $\frac{1}{2}$  inch below the wrist, but not be visible below the sleeves of the service coat. The long-sleeved blouse will have rounded cuffs with buttonhole closures on each cuff. The blouse may be modified at the Airman's expense to accommodate cuff links. White, V-neck or crew neck style undershirts are optional. If worn, they will be tucked into the skirt or slacks.

**7.6.5.1 Tuck-in Style Blouse (Long or Short-Sleeved):** The blue blouse will have a tapered fit and will be tucked into the slacks or skirt.

**7.6.5.2 Semi-Form Fitting Blouse (Long or Short-Sleeved):** The blue blouse will be a semi-form fitting princess line

**7.6.6 Belt and Buckle.** The belt will be blue, cotton web or elastic, solid or woven. The belt will have a silver (chrome finish) tip and a buckle. The silver tip of the belt will extend beyond the buckle facing the wearer's left; however, no blue fabric will be visible between the silver tip and silver buckle.

**7.6.7 Tie (Male).** A tie will be worn with the service dress uniform. The tie will be either blue polyester or silk, herringbone twill. The tip of the tie must cover a portion of the belt buckle, but cannot extend below the bottom of the belt buckle. A tie tack or clasp may be worn with the tie. If worn, the tie tack or clasp will be the —wing and star design, Air Force symbol, or rank insignia. The tie tack or clasp will be centered between the bottom edge of the knot and bottom tip of the tie.

**7.6.8 Tie Tab (Female):** An inverted-V tie tab will be worn with the service dress uniform. The tie tab will be blue polyester herringbone with self-fastening tails when worn with the tuck-in style blouse and with or without self-fasteners with the semi-form fitting blouse.

**7.6.9 Service Coat.** The men's service dress coat will be polyester and wool-blend, serge weave; semi-drape, single-breasted with three buttons and will have one welt pocket on the upper left side and two lower pocket flaps. Cadet service coats will have no epaulets. With arms hanging naturally, sleeves will end  $\frac{1}{4}$  to  $\frac{1}{2}$  inch below the wrist. The bottom of the coat will extend 3 to 3  $\frac{1}{2}$  inches below the top of the thigh. The sleeves and lapel will be roll-pressed.

### **7.7 Physical Fitness Uniform (PT)**

The AFJROTC WI-951 program has created a local PT Uniform. It will be WI-951 Black Shorts and a WI-951 AFJROTC Charcoal Gray T-Shirt (this set may also be used during your gym class as it meets the PE department's guide of black shorts and grey t-shirt for PE classes). Wear the **PT** for all wellness days and at other times as directed by the instructors. Provide your own athletic shoes for wear with the PT, there are no restrictions on the color of the athletic shoes. Socks are mandatory in PT Uniform. Cadets will wear the PT as designed with all sleeves and pant legs down (not rolled up). The T-shirt will be tucked into the shorts or pants at all times. Leave the sweatshirt untucked when worn. Do not modify the PT by cutting off sleeves, tying knots in the material or rolling the waistband. Do not mix portions of the PT with other combinations of the uniform. Do not loan PT items to another cadet nor try to borrow them for another cadet. Cadets failing to wear the proper PT will lose leadership points for the week and may have additional physical training opportunities instead of the planned activity.

### **7.8 Uniform Day**

**Wednesday is Uniform Day each week unless changed by the instructors.** Cadets will wear the Service Dress uniform on the First Wednesday of the month. On the third Wednesday of the month the AS3 and AS4 Cadets may wear their ABUs. On other Wednesdays of the month, cadets may wear any blue uniform combination. If a month has a fifth Wednesday in it the Cadets may wear any uniform combination they chose (except the PT Uniform). AS2/3/4 Cadets will not be given a chance to remediate if uniform is not worn on the assigned day unless approved by the SASI, if not they will lose credit for Uniform wear. AS1 Cadets will be given one chance to remediate a uniform day in the first semester only. Cadets must wear the uniform the entire school day.

### **7.9 Service Coat Removal in Class**

Service coats may be removed in any classroom when it becomes uncomfortably warm. When removing the coat in a classroom, carefully drape it over the back of your chair. Do not remove or loosen the necktie or tab even when the coat is removed. Before leaving class, put the coat on and button the buttons.

### **7.10 Physical Education Class**

Cadets WILL dress for Phy Ed (PE) on Uniform Day, if not they will lose credit for Uniform wear. However, do not stuff the uniform in the small PE lockers. Gently roll the uniform and place it

neatly in the locker or ask your PE teacher if you may hang your uniform in his/her office during class.

### **7.11 Other Classes that Could Damage/Soil Uniform**

Cadets may change out of their uniform during Uniform Day if there is a possibility of damaging or soiling it during a class. Cadets must request permission from one of the AFJROTC instructors through their teacher before the class meets (except Phy Ed). Cadets will wear the uniform the rest of the school day (before and after the class).

### **7.12 Uniform Maintenance**

The Air Force provides the uniforms for AFJROTC and they remain the property of the Air Force. We must therefore account for each item at all times. Keep uniforms clean, neat, pressed, correct in design and specifications, and in good condition. Cadets are personally responsible for maintaining the uniform in a quality, serviceable condition.

**7.12.1 Lost or Damaged Items** If a cadet loses or damages uniform items, willfully or through negligence, the cadet must pay for them. As a note, be alert for uniform items left lying around or misplaced by cadets and assume the responsibility for turning them in to the ASI.

**7.12.2 Unserviceable Items** Turn in any *unserviceable* clothing item to the ASI as soon as possible. If the damage is due to fair wear and normal use, the item will be replaced at no cost to the cadet. Exchange any clothing item that does not fit correctly as soon as possible.

**7.12.3 Turn-in** At the end of the school year or upon withdrawal from JROTC, any cadets not returning to AFJROTC the following year must turn in all uniform items professionally dry-cleaned or pay for the cost of cleaning or replacing them. Cadets successfully completing the full year may keep their shoes, socks, PFU, nametags, and ribbons. Returning cadets will retain their uniforms over the summer months.

### **7.13 Grooming Standards**

**7.13.1 Hair-male and female:** Will be clean, well-groomed, present a professional appearance, allow proper wear of headgear, helmet or chemical mask and conform to safety requirements. Will *not* contain excessive amounts of grooming aids (e.g. gel, mousse, pomade, moisturizer), appear lopsided, touch either eyebrow, 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, human hair colors. The hair color must complement the member's complexion and skin tone. Examples of natural human hair colors are brown, blonde, brunette, natural red, black or grey. Prohibited examples (*not* all inclusive) are burgundy, purple, orange, fluorescent or neon colors.

**7.13.2 Fingernails:** Male Airmen are not authorized to wear nail polish. If worn by females, nail polish will be a single color that does not distinctly contrast with the female Airman's complexion, detract from the uniform, or be extreme colors. Some examples of extreme colors included, 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.

### **7.14 Male Grooming Standard**

**7.14.1 Hair:** Hair will be neat, clean and trimmed, presenting a groomed appearance. Hair will not touch the ears or the collar except the closely cut hair on the back of the neck. It will present a

tapered appearance. Hair will not exceed 1¼ inch in **bulk** regardless of the length. Hair in front will be groomed so that it does not fall below the eyebrows and will not protrude below the band of properly worn headgear. The acceptability of a member's hairstyle is based upon the criteria in this paragraph and the instructors' judgment, not upon the style in which the member chooses to wear his/her hair.

**7.14.2 Sideburns:** If an individual chooses to wear sideburns, they will be neatly trimmed and tapered in the same manner as the haircut. They must be straight and of even width (not flared) and end in a clean-shaven horizontal line. They cannot extend below the lowest part of the exterior ear opening.

**7.14.3 Mustaches, Beards, and Goatees:** A neatly trimmed mustache is permitted but must not extend downward beyond the lipline of the upper lip or extend sideways beyond a vertical line drawn upward from the corner of the mouth. Beards and goatees are prohibited.

**7.14.4 Earrings, Body Piercings and Tattoos:** Male cadets will not wear earrings nor have visible rings, posts, tattoos, etc in or on any other part of the body when in uniform.

### **7.15 Female Grooming Standards**

**7.15.1 Hair:** Hair will be clean, neatly arranged, and styled to present a professional appearance. Hair will not exceed 3 inches in bulk or prevent the proper wear of head gear. Hair may not extend in length on all sides below an invisible line drawn parallel to the ground at the bottom edge of the shirt collar at the back of the neck. Extreme or fad styles are inappropriate. Plain or conservative pins, combs, headbands, elastic bands, and barrettes similar in color to the individual's hair color are permitted to keep the hair in place. Hairpieces, if worn, must conform to the same standards required for natural hair and be of good quality and proper fit.

**7.15.2 Earrings, Body Piercings and Tattoos:** Small ball gold, silver, diamond, or pearl earrings may be worn. Earrings must fit tightly against the ear and will not extend below the earlobe. Only one earring or healing post may be worn on or in each earlobe. Cadets will not have visible rings, posts, tattoos, etc in or on any other part of the body when in uniform.

**7.15.3 Cosmetics:** Cosmetics may be worn but must be conservative and in good taste, nothing in excess.

### **7.16 Failure to Meet Standards**

Personnel not meeting uniform and grooming standards will not be allowed to wear the AFJROTC uniform. Since a portion of the cadet's grade is based on wearing and maintaining the uniform and the uniform CSA must be mastered at the 80% level to pass the class, it is important to follow uniform rules. Cadets not eligible to wear the uniform will not be allowed on AFJROTC sponsored field trips and may have the uniform recalled and be dismissed from the program.

### **7.17 Wear of the Air Battle Uniform (ABUs)**

AS3 and AS4 Cadets will receive a separate letter detailing the proper wear of the ABUs. For the 2016-2017 School Year only AS3 and AS4 Cadets will be issued the ABUs for wear. Other AS levels will receive the ABUs in future years as the WI-951 purchases enough for the entire AS level to wear them.

## **Chapter 8**

### **Awards and Decorations**

#### **8.1 Purpose**

The awards program is designed to recognize JROTC cadets for their achievements throughout the year. Various national organizations have donated awards for the program. **Medals and ribbons** denoting AFJROTC achievement will be awarded along with certificates recognizing unit achievements.

#### **8.2 Ribbons**

Attachments 5 thru 8 depict the placement of ribbons on the uniform. Normally, cadets may not wear the medals with the ribbons on their uniforms. However, cadets may wear the medals for formal, semi-formal, or special occasions of a limited nature as determined by the instructors.

**8.2.1 Devices** Indicate additional awards of ribbons by the addition of a bronze oak leaf cluster (OLC). Wear a maximum of four OLCs on each ribbon. Replace the bronze OLC with a silver OLC after receipt of the fifth bronze OLC. Place silver OLCs to the wearer's right of bronze OLCs. Place OLCs horizontally and tilt the stem slightly downward to the wearer's right to allow the maximum number of OLCs on the ribbon. If all OLCs do not fit on a single ribbon, wear a second ribbon. When future awards reduce OLCs to a single ribbon, remove the second ribbon.

**8.2.2 Ribbons of Other Services** AFJROTC cadets are authorized to wear ribbons earned while enrolled in Army, Navy, Marine Corps, or Coast Guard JROTC. Group ribbons according to service with the order of precedence determined by the regulations of each service. AFJROTC cadets will wear AFJROTC ribbons ahead of other service ribbons or awards. Other services' ribbons are grouped by service in the following order: Army, Navy, Marines, and Coast Guard. Badges or insignia from Active Duty, Guard, Reserve or any other non-AFJROTC group are not authorized on the AFJROTC uniform.

**8.2.3 Civil Air Patrol Awards** Only five CAP ribbons (General Carl Spaatz Award, Amelia Earhart Award, General Billy Mitchell Award, General J.F. Curry Achievement Award, and General Ira C. Eaker Award) may be worn on the AFJROTC uniform.

#### **8.3 Air Force Junior ROTC Awards/Ribbons**

**8.3.1 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. Upon approval, HQ AFOATS/JROS distributes the citation, medal, and ribbon for presentation.

**8.3.2 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.

**8.3.3 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. Upon approval, HQ AFOATS/JROS distributes the citation and ribbon for presentation.

**8.3.4 Silver Star Community Service with Excellence Award.** Award consists of a ribbon with 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.

**8.3.5 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.

**8.3.6 Air Force Association (AFA) Award.** This AFA-sponsored award consists of a medal and ribbon and is presented annually at each unit to the outstanding second-year (in a 3-year program) or third-year cadet (in a 4-year program). The award recipient must possess/meet the following personal characteristics and eligibility criteria:

- Positive attitude (toward AFJROTC and 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).

**8.3.7 Daedalian Award.** The Order of Daedalians is a fraternity of commissioned pilots from all military services. It is 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. The award also includes a ribbon. This annual award recognizes one outstanding third-year cadet at each unit that meets the following criteria:

- Demonstrate understanding & appreciate patriotism, love of country, & service to the nation.
- Indicate the potential and desire to pursue a military career.
- Rank in the top 10% of their AS class.
- Rank in the top 20% of their school class.

The SASI selects the recipient and requests the award from the nearest Daedalian Flight. A minimum of 90 days notice is required to allow the local chapter to obtain the award from their national headquarters and to schedule a Daedalian Flight presenter for the award.

**8.3.8 American Legion Scholastic Award.** This award consists of a bronze medal accompanied by a ribbon with a distinctive miniature attachment depicting a scholastic scroll. 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 AS class.
- Demonstrate leadership qualities.
- Actively participate in student activities

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

**8.3.9 American Legion General Military Excellence Award.** This award consists of a bronze medal accompanied by a ribbon with a distinctive miniature attachment depicting a torch. 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 class.
- Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.

The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award not later than 15 April. The award devices and presenter can be requested from the nearest American Legion Post.

#### **8.3.10 Daughters of the American Revolution (DAR) Award.**

This award consists of a bronze medal and ribbon. 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 AS 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 & fundamental & patriotic understanding the importance of JROTC.

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.

**8.3.11 American Veterans (AMVETS) Award.** This award consists of a medal pendant and ribbon. This award is presented annually to one qualified cadet that possesses individual characteristics contributing to leadership such as:

- A positive attitude toward AFJROTC programs and service in the Air Force.
- Personal appearance (wearing of the uniform, posture, and grooming.)
- Personal attributes (initiative, dependability, judgment, and self-confidence).
- Officer potential (capacity for responsibility, adaptability, & maintenance of high standards).
- Obtained a grade of "A" (or the numerical equivalent) in their AS class.
- Be in good scholastic standing in all classes at the time of selection and at the time of presentation.

The SASI selects the recipient of the award and submits a brief nomination letter and biographical sketch of the cadet to the state AMVETS department where the school is located. An AMVETS representative should make the presentation if a participating local post or department representative is available.

**8.3.12 Reserve Officers Association (ROA) Award.** This award consists of a bronze medal, ribbon, and certificate. 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:

- Positive attitude toward the AS curriculum.
- Outstanding personal appearance (wear of the uniform, posture, and grooming).
- Attributes of initiative, judgment, and self-confidence.
- Courtesy (promptness, obedience, and respect).
- Growth potential (capacity for responsibility, high productivity, adaptability to change).
- Demonstrate the highest personal, ethical standards & strong positive convictions.

The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient of the award.

**8.3.13 Military Order of World Wars Award.** This award consists of a bronze medal pendant, certificate, and ribbon. This award is presented annually to an outstanding cadet who has committed to continue the aerospace science program the following school year. Selection is

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

**8.3.14 Military Officers Association of America (MOAA) Award.** This award, formerly known as The Retired Officers Association Award, consists of a medal pendant with ribbon. This award is presented annually to an outstanding second-year cadet (third-year cadet in a 4-year program) who shows exceptional potential for military leadership. Each cadet must:

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

The SASI selects the recipient subject to the final approval of the sponsoring MOAA chapter.

**8.3.15 Veterans of Foreign Wars (VFW) Award.** This award consists of a medal pendant with ribbon. 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 program and who possesses individual characteristics contributing to leadership.

Each cadet must:

- Have a positive attitude toward AFJROTC.
- Have outstanding military bearing and conduct.
- Possess strong positive personal attributes (such as courtesy, dependability, punctuality, respect, and cooperation).
- Demonstrate patriotism and actively promote Americanism.
- Demonstrate leadership potential.
- Attain a grade of "B" in AFJROTC with an overall average grade of "C" in all subjects for the previous semester.
- Be active in student activities.
- Not have been previous recipients of this award.

The SASI selects the recipient subject to the final approval of the sponsoring VFW chapter. The SASI requests the award from the nearest local post in February for presentation in April or May. A VFW representative will present the award at an appropriate ceremony.

**8.3.16 National Sojourners Award.** This award consists of a ribbon, medal pendant, and certificate. This award is presented annually recognizing an outstanding first- or second-year cadet (second or third-year cadet in a 4-year program) who contributed the most to encourage and demonstrate Americanism within the corps of cadets and on campus. Each cadet must:

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

The SASI selects the recipient subject to the final approval of the sponsoring National Sojourners chapter.

**8.3.17 Sons of the American Revolution (SAR) Award.** This award consists of a bronze medal with ribbon. 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 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 program.
- Be in the top 10% of their AFJROTC class.
- Be in the top 25% of their overall class.

The SASI and the Principal select the recipient of the award.

**8.3.18 Scottish Rite, Southern Jurisdiction Award.** This award consists of a medal, ribbon, and certificate. 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 extracurricular activities or community projects.
- Demonstrate academic excellence by being in the top 25% of class.
- Demonstrate the qualities of dependability, good character, self-discipline, good citizenship & patriotism.
- Not has been a previous recipient of this award.

The SASI selects the recipient and requests the award from the nearest Scottish Rite Valley of the Southern Jurisdiction at any time during the calendar year

**8.3.19 Military Order of the Purple Heart Award.** This award consists of a medal pendant with a ribbon. This award annually recognizes an outstanding second- or third-year cadet (third- or fourth-year cadet in a 4-year program) who is enrolled in the AFJROTC program and demonstrates leadership ability. Each cadet must:

- Have a positive attitude toward AFJROTC 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 has been a previous recipient of this award.

The SASI selects the recipient and requests the award from the nearest Military Order of the Purple Heart unit in February for presentation in April or May.

**8.3.20 Air Force Sergeants Association (AFSA) Award.** This annual award consists of a medal pendant with a ribbon. 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 25% of the AFJROTC class.
- Demonstrate outstanding qualities in military leadership, discipline, character, and citizenship.
- Not have been a previous recipient of this award.

The SASI, as chairperson, with the ASI, recommends the recipient of the award at least 60 days prior to the desired presentation date, but not later than 15 April. The SASI requests the award and an AFSA presenter from the nearest AFSA chapter.

**8.3.21 Sons of Union Veterans of the Civil War (SUVCW) Award.** This award consists of a medal pendant with a ribbon. This award recognizes one deserving cadet annually (may be first, second, third, or fourth year cadet). The recipient must display a high degree of patriotism and have demonstrated a high degree of academic excellence and leadership ability. The SASI and

ASI select the recipient and must request presentation materials from a local camp or the respective SUVCW state department.

**8.3.22 Sons of Confederate Veterans H. L Hunley Award.** This award should go to a rising second year cadet who has demonstrated the qualities of Honor, Courage and in particular Commitment to his/her unit throughout the school year. This award consists of a Medal ribbon and a certificate.

**8.3.23 Tuskegee Airmen Incorporated (TAI) Air Force JROTC Cadet Award.** This TAI sponsored award consists of a ribbon and a certificate. This award is presented annually to two cadets. Cadets may be first-year, second-year, or third-year cadets (in a 3- or 4-year program) and must meet the following criteria:

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

The SASI and ASI select the recipients.

**8.3.24 The Retired Enlisted Association (REA) Award.** Awarded annually, at the SASI’s discretion, for exceptional leadership to the most outstanding AFJROTC cadet while serving in an Enlisted Rank. The selected enlisted cadet must have shown outstanding leadership throughout the course of the school year. This award consists of a medal set with ribbon and a certificate from TREA.

**8.3.25 The Celebrate Freedom Foundation.** Awarded annually, at the SASI’s discretion, for outstanding performance in academics and cadets corps activities as a first or second year JROTC cadet. This award consists of a ribbon and a certificate.

**8.3.26 National Society United States Daughters 1812 Award.** Awarded annually, at the SASI’s discretion, for academic excellence, leadership, military discipline, dependability, patriotism and upright character in speech and habits. This award consists of a ribbon, medal and certificate.

**8.3.27 Air Commando Association Award.**

Awarded annually at the SASI’s discretion for completing a one page essay based on a historical AF Special Operations Mission possessing the thirteen critical attributes of success: integrity, self-motivation, intelligence, self-discipline, perseverance, adaptability, maturity, judgment, selflessness, leadership, skilled, physical fitness and family strength. This award consists of a ribbon and certificate.

**8.3.28 Non-Funded National Awards.** (i.e., NCOA, National Society, Daughters of Founders and Patriots of America, etc.) (Organization must be submitted to and approved by HQ AFJROTC: award criteria must be published in Cadet Guide or Unit Operating Instruction)

**8.3.29 Distinguished Unit award with Merit (DUAM).** 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.

**8.3.30 Distinguished Unit Award (DUA).** Awarded to cadets enrolled during the academic year when a unit is selected by HQ AFJROTC to receive the DUA. Units have to set and accomplish

goals for the year to attain this award. AFJROTC Operations Support will post specific criteria for this award annually in WINGS.

**8.3.31 Outstanding Organization Award.** For the OOA. The unit will receive a congratulatory letter and a certificate of recognition which will be posted in WINGS.

**8.3.32 Outstanding Flight Ribbon.** Awarded each academic term to members of the outstanding flight under criteria determined by the SASI.

**8.3.33 Top Performer Award.** The Cadet Top Performer Award is a Headquarters, AFJROTC award presented to a maximum of 2% of the current unit cadet corps population. All currently enrolled cadets may be considered. Specific consideration should be given to cadets not previously recognized for superior performance. The award will recognize a cadet's performance in the following key areas: Leadership and job performance: in primary duty and specifically in preparation for the unit's annual assessment. Leadership qualities: involvement and positions held in extracurricular activities. Academic performance: nominee must be in good academic standing in all high school course work. Significant self-improvement. Community involvement. Other accomplishments. The SASI may nominate candidates to their respective Area Administrator. Area Administrators will present awards to nominees during their visit unless personal observation of the cadet warrants otherwise. SASIs may select recipients and present award in years that unit does not receive AA visit. Ribbons will be available from HQ AFJROTC and distributed to the Area Administrators for presentation. The award consists of a certificate and a ribbon, which may be presented by the Area Administrator during the visit or the SASI if the cadet(s) is unavailable due to class scheduling conflict, etc. The ribbon may be worn for the duration of a cadet's tenure in AFJROTC.

**8.3.34 Outstanding Cadet Ribbon.** Awarded annually at the SASI's discretion to the outstanding first-year, second-year, third-year, and fourth-year cadet. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence.

**8.3.35 Leadership Ribbon.** Awarded at the SASI's discretion for outstanding performance in a position of leadership as an AFJROTC cadet in corps training activities. Ensure recognition of cadets who have consistently displayed outstanding leadership ability above and beyond expected performance.

**8.3.36 Achievement Ribbon.** Awarded for a significant achievement as deemed appropriate by the SASI. Individuals may not receive more than one ribbon during a 1-year period.

**8.3.37 Superior Performance Ribbon.** Awarded annually at the SASI's discretion for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC. 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.

**8.3.38 Academic Ribbon.** Awarded for academic excellence as signified by attaining an overall grade point average of at least "B" for one academic term, in addition to an "A" average in AFJROTC.

**8.3.39 Leadership School Ribbon.** Awarded for completion of an approved leadership school program of at least 5 days duration. Add a silver star for outstanding performance or leadership ability at a Leadership School. Limit the star to 10 percent of the class. This ribbon may only be earned once.

**8.3.40 Special Teams Competition Ribbon.** Awarded to team members for placing 1st, 2nd or 3rd in an Air Force or Joint Service Competition to include Color Guard Teams, Rifle Teams, Drill Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, etc.

**8.3.41 Orienteering Ribbon.** Awarded to team members for completing unit specific Orienteering Program as part of unit curriculum

**8.3.42 Cocurricular Activities Leadership Ribbon.** Awarded at the SASI's discretion for leadership in AFJROTC cocurricular activities (such as dining-in chairperson, military ball chairperson, etc.). The recipient must have demonstrated exceptional leadership in achieving objectives through the coordinated efforts of others. This award may be earned a maximum of four times. An oak leaf cluster should be added to this ribbon for each additional award.

**8.3.43 Drill Team Ribbon.** Awarded for distinguished participation in at least 75 percent of all Drill Team events or four Drill Team events per academic year whichever is lower and fulfilling team requirements as established by the WI-951<sup>st</sup> AFJROTC Drill Team. Add an oak leaf cluster for each year of active membership beginning with the second year.

**8.3.44 Color Guard Ribbon.** Awarded for distinguished participation in at least five (5) Color Guard events per academic year and fulfilling team requirements as established by the WI-951<sup>st</sup> AFJROTC Color Guard. Add an oak leaf cluster for each year of active membership beginning with the second year.

**8.3.45 Saber Team Ribbon.** Criteria for this award will be established by SASI and published in *Cadet Guide* when/if a Saber Team is established at the WI-951. An oak leaf cluster should be added to this ribbon for each year of qualifying membership beginning with the second year.

**8.3.46 Marksmanship Team Ribbon.** Criteria for this award will be established by SASI and published in *Cadet Guide* when/if a Marksmanship Team is established at the WI-951. An oak leaf cluster should be added to this ribbon for each year of qualifying membership beginning with the second year

**8.3.47 Good Conduct Ribbon.** Awarded to cadets with no suspensions of any kind, no truancies, no major adverse reports from other staff or faculty or a pattern of infractions over the semester.

**8.3.48 Service Ribbon.** Awarded for distinctive performance in school, community, or AFJROTC service projects. Limited to members whose active participation in a service project contributed significantly to the goals of the organization. Cadets may earn one Service Ribbon per semester by performing at least 15 hours of verified community service.\* Participation in Drill Teams, Saber Teams or Color Guard Teams does not qualify for the Service Ribbon (see above criteria for Drill Team Ribbon) unless community service hours are awarded within established local criteria. )

**8.3.49 Health and Wellness Ribbon.** Awarded by the SASI for participation in the health and wellness physical fitness program. All cadets who participate in the wellness program will receive the Physical Fitness Ribbon. All cadets who participate in the Presidential Physical Fitness Program will receive the Physical Fitness Ribbon. The Bronze Star device will be awarded and worn on the ribbon to any cadet scoring in the 75-84 percentiles in the Presidential Physical Fitness Program. If a cadet earns a percentile score of 85-95 they will wear a Silver Star. If they receive a 96-100 percent they will wear the Gold Star on the ribbon. The percentiles are computed automatically under Presidential Physical Fitness Program Assessment in WINGS.

**8.3.50 Recruiting Ribbon.** Awarded for outstanding effort in support of unit recruiting activities.

**8.3.51 Activities Ribbon.** Awarded for participation in co-curricular activities other than those that qualify for the Color Guard, Drill Team, and Special Teams Competition ribbons. These include, but are not limited to orienteering teams, model rocketry clubs, AFJROTC academic teams, and AFJROTC sports teams. An oak leaf cluster should be added to this ribbon for each year of membership beginning with the second year. The SASI awards this ribbon using locally developed criteria which must be included in the Cadet Guide or unit Operating Instruction.

**8.3.52 Attendance Ribbon.** Awarded to cadets with no more than four excused absences, no unexcused absences (truancies, suspensions, or unexcused absences as determined by school policy) and no more than two unexcused tardies in a semester.

**8.3.53 Dress and Appearance Ribbon.** Awarded for wearing uniform on all designated uniform days and conforming to all AFJROTC dress and appearance standards with an average of at least 90% on the mother of all uniform inspection.

**8.3.54 Longevity Ribbon.** Awarded for completion of each AS year.

**8.3.55 Bataan Death March Memorial Hike Ribbon.** To honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC 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 three 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.

**8.3.56 Patriotic Flag Ribbon.** May be 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.

**8.4 CAP Awards.** Only five CAP ribbons (General Carl Spaatz Award, General Ira C. Eaker Award, Amelia Earhart Award, General Billy Mitchell Award, and the General J. F. Curry Achievement Award) may be worn on the AFJROTC uniform. Units should contact the nearest CAP unit to obtain awards, citizenship.

## Chapter 9

### WI-951<sup>st</sup> AFJROTC Group Awards, Badges and Certificates

**9.1 Senior Aerospace Science Instructor (SASI) Award.** Awarded each quarter. Cadet is selected by Senior Aerospace Science Instructor at his discretion.

**9.2 Aerospace Science Instructor (ASI) Award.** Awarded each Quarter. Cadet is selected by Aerospace Science Instructor at his discretion.

**9.3 Squadron Cadet of the Quarter.** Awarded to one cadet in each squadron each quarter. Anyone in the squadron may nominate a cadet in the squadron for this award.

**9.4 Academic Top Gun.** Awarded to the cadet in each Aerospace Science level earning the highest GPA on his/her report card for the quarter/semester.

**9.5 Academic Ace.** Awarded to all cadets who earn five or more "A"s on their report card. Awarded quarterly based on 1st and 3rd quarter grades and 1st and 2nd semester grades.

**9.6 Ace of Aces.** Awarded to all cadets who earn an "A" in all their classes for the quarter/semester.

**9.7 Community Service Top Gun.** Awarded to the cadet in each Aerospace Science level who participates the most (in hours) to AFJROTC sponsored activities . Awarded each semester.

**9.8 Dress & Appearance Top Gun.** Awarded to the cadet in each squadron with the highest overall uniform average for the semester.

**9.9 Perfect Attendance.** Awarded to all cadets who maintained perfect attendance for the semester.

**9.10 Badges.** Attachment 11 illustrates the badges and attach 5 and 7 placement on the uniform.

**9.10.1 Ground School Badge.** Awarded for completion of the honors ground school curriculum option or completion of an aviation ground school program prescribed by the FAA. Seniors may wear the badge after the first grading period if they are receiving a passing grade.

**9.10.2 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.

**9.10.3 Flight Certificate Badge.** Awarded to any cadet who possesses a valid FAA pilot's certificate for either powered or non-powered aircraft.

**9.10.4 Awareness Presentation Team (APT) Badge.** Awarded for participation on an Awareness Presentation Team.

**9.10.5 Kitty Hawk Air Society Badge.** Awarded to cadets who are members of the local chapter of the Kitty Hawk National Air Honor Society. Open to 2<sup>nd</sup> semester sophomore cadets who have a 3.00 cumulative GPA and 3.33 AFJROTC GPA. Cadets must also obtain the recommendations of three teachers (other than the AFJROTC instructors) to be accepted into membership. Once a member, cadets must maintain these standards and act as a tutor to remain a member. Members also receive the graduation honor cord for wear with their robes at graduation.

**9.10.6 American Modeling Association (AMA) Wings.** Awarded to cadets who are members of a local AMA chartered model airplane club.

**9.10.7 Aerospace Education Foundation (AEF) Academic Cadet Badge.** Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining an overall 3.30

cumulative GPA with no grade below “C” on their transcript. The individual must be recommended by the SASI.

**9.10.8 Model Rocketry Badge.** Awarded to cadets who are members of the Rocket Club and have fulfilled the model rocketry program requirements as outlined in WI-951<sup>st</sup> AFJROTC Rocket Club directives.

### **9.11 Certificates of Training and Completion**

**9.11.1 Certificate of Training.** Awarded to cadets who, after successfully completing two years of AFJROTC, graduate, transfer, or otherwise leave the program. Used primarily to inform other schools or programs the student participated in AFJROTC. Entitles the recipient 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.

**9.11.2 Certificate of Completion.** Presented to cadets of good standing who have successfully completed three or more years of AFJROTC. May entitle the recipient to no less than one year of credit in the Senior ROTC Program. The recipient must coordinate the credit with the university Professor of Aerospace Science when enrolling in the college program. At their discretion, the Military Departments may award the grade of E-3 for initial enlistment.

## Chapter 10

### Cadet Promotions

**10.1 Purpose.** Promotion provides constant challenge and motivation to members of the active duty Air Force and to members of AFJROTC. The insignia of cadet rank reflects visible evidence of progression and standing among fellow cadets. Promotion is recognition of growing maturity, the ability and willingness to accept additional responsibility, participation in unit activities and demonstrated growth in leadership skills.

**10.2 Basis for Promotion.** Promotion is based upon academic and leadership grades, demonstrated leadership abilities, and potential to serve in the higher rank. Promotion to senior NCO and officer status is also based upon the cadet's willingness to serve in a leadership position within the unit. Promotion is not a popularity contest -- all cadets are given equal opportunity to earn rank and compete for staff positions.

**10.3 Rank.** There are two types of rank – permanent and temporary.

**10.3.1 Permanent Rank.** Cadets earn permanent rank based upon years of satisfactory service in AFJROTC or through the promotion system. The minimum permanent rank authorized for first-year cadets is cadet airman; second-year cadets is cadet airman first class; third-year cadets is cadet senior airman; and fourth-year cadets is cadet staff sergeant. Permanent ranks are awarded at each promotion ceremony to cadets who have met all requirements for promotion. Minimum rank promotions are awarded at the annual end of year Awards and Promotion Ceremony if cadets have not already earned higher rank. The SASI may make exceptions to this policy based on extenuating circumstances or unusual situations on a case-by-case basis.

**10.3.2 Temporary Rank.** This rank is awarded when a cadet, who was not promoted at the previous Promotion Ceremony but fulfills the requirements for promotion at Progress Report time. This rank can be withdrawn if the cadet does not remain eligible throughout the next promotion cycle (see paragraph 7 of this chapter). Temporary rank may also be awarded to a cadet filling a staff position requiring a higher rank than his/her permanent rank.

**10.4 Staff Positions and Rank.** Senior fourth-year cadets normally fill group staff positions. Third-year cadets normally fill the group first sergeant, squadron staff, and group cadet senior NCO positions. Cadets initially assigned to command and staff positions are not awarded the highest grade authorized for these positions. This permits promotion based upon demonstrated performance in the position.

**10.5 Unit Manning Document (UMD)** outlines the rank structure for the squadron. The UMD and Organizational Chart list the number of leadership positions authorized. To give each cadet an opportunity to perform in a leadership role, the SASI may rotate positions during the school year. Such rotation to lateral or lower positions is not necessarily a demotion.

#### 10.6 General Promotion Policies

**10.6.1 Selection Criteria.** Cadets will be promoted in one of three ways; time-in-service (TIS), merit, or by STEP (striped to exceptional performers) promotion. The promotion criteria for AFJROTC WI-951 will be as follows:

**10.6.1.1 Time-In-Service (TIS).** Cadets will be promoted one grade for TIS at the end of their first, second, and third academic year of AFJROTC.

**10.6.1.2 Merit Promotions.** Cadets may be promoted by merit at the end of each quarter through the third quarter of their senior year of high school if they meet the following four criteria:

1. Receive an “A” grade in AFJROTC for the quarter
2. Have worn the uniform every uniform day of the quarter, unless waived by SASI.
3. Pass the end of quarter promotion exam.
4. Participated in three AFJROTC sponsored community service events such as color guard detail, ushering, clean-ups, parades, etc as approved by SASI. Any cadet in good standing on an AFJROTC team (Drill Team, Rocket Club, Orienteering), as determined by ASI and approved by SASI, received full credit for this three event requirement.

**10.6.1.3 STEP Promotion.** Cadets maybe STEP promoted to a higher grade as determined by ASI and approved by SASI.

**10.7 Probation.** If at any time, a cadet abuses the authority associated with his/her position or rank or continually performs below expectations, the Group or Squadron Commander with the approval of the instructors will place the cadet on probation for a minimum of four weeks. At the end of the probationary period, the cadet will undergo an evaluation by a Cadet Board or the instructors that will make recommendations on disciplinary action, rank, and staff position to the Commander who initiated the action.

**10.8 Demotion** is intended to correct a serious performance deficiency. Demotion occurs when the SASI lowers a cadet's rank because of a continued failure to perform duties properly, an indifference to training, an uncooperative attitude towards instructors or cadet supervisors, a failure to respond to counseling or probation, or a serious breach in discipline or conduct.

## Chapter 11

### Extra-Curricular Teams

**11.1 Color Guard (CG) Teams.** We have Color Guards to represent the unit at various events as requested. Team members must have no “F” grades (quarter, and semester report cards) to remain eligible to participate. If you are ineligible, you will be ineligible for 21 calendar days to participate in any Color Guard events. After the 21 days you will become eligible once you are no longer failing that class, a form will be signed by that teacher acknowledging your passing grade to verify your academic standing.

**11.1.1 Schedule** The CG Commander will set both the practice and performance schedules. Members will not be scheduled for more than 1 major sporting event (Milwaukee Bucks, Marquette University, Milwaukee Brewers, Milwaukee Admirals, etc) until all interested members of the Color Guard team have had an opportunity to participate unless pre-approved by Lt Col Davis or MSgt Olson.

**11.1.2 Cord** Cadets will wear the white Color Guard cord during a Color Guard performance. The cords must be turned in after the performance with all other Color Guard equipment.

**11.1.3 Ribbon** Earned at the end of the season if the cadet has participated in at least five (5) Color Guards for the academic year and fulfilling team requirements as established by the WI-951<sup>st</sup> AFJROTC Color Guard.

**11.2 Drill Team Teams** We have established the following teams for competing in Drill Meets: Advanced Armed IDR, Advanced Unarmed IDR, Armed Exhibition, Unarmed Exhibition, Advanced Color Guard, 1<sup>st</sup> Year Armed IDR, 1<sup>st</sup> Year Unarmed IDR, 1<sup>st</sup> Year Color Guard, Inspection Team, Armed Duet, and Armed Solo Teams. Team members must maintain a minimum 2.0 GPA (for the current academic term), and no “F” grades (quarter, and semester report cards) to remain eligible to compete. If you are ineligible, you will be ineligible for 21 calendar days to compete in any Drill Team Meets. After the 21 days you will become eligible once you are no longer failing that class, a form will be signed by that teacher acknowledging your passing grade to verify your academic standing.

**11.2.1 Schedule** The Drill Team Coaches and Commander will set both the practice and performance schedules.

**11.2.2 Drill Team Cord and Ribbon** Merely attending practices and some events does not guarantee receiving the Drill Team cord or ribbon. The Drill Team Commander in conjunction with the instructors will make the final determination.

**11.2.2.1 Cord Drill** Team members may wear the green and gold Drill Team cord after participating in a drill meet or other designated Drill Team performance, as long as the Cadet is still a current actively participating member of the Drill Team.

**11.2.2.2 Ribbon** Earned at the end of the season if the cadet has participated in at least 75% of all scheduled Drill Team events and all drill competitions for the academic year and has attended at least 90% of the practices (any absences must be excused).

**11.3 Rocket Club** Established in accordance with AFJROTC instructions for cadets and other GHS students who have an interest in learning more about rocketry. The program will include some classroom work and the building and launching of model rockets.

**11.3.1 Schedule** The Rocket Club traditionally meets a couple of times a month. Listen for announcements over the PA and in the classroom for specifics.

**11.3.2 Rockets for Schools** This annual event typically takes place around the 2<sup>nd</sup> weekend in May at Spaceport Sheboygan and attracts over 500 students from Wisconsin, Illinois, Iowa and Michigan. Student teams construct a high powered rocket and design a payload experiment to take aloft. Students also give an oral presentation and prepare a visual display of their experiment to exhibit. Individual students can also participate on the recovery, tracking, mission control, weather balloon or video production teams.

**11.4 Orienteering Team** Established in accordance with AFJROTC instructions for cadets who have an interest in the outdoors and learning more about map and compass land navigation and Global Positioning System handheld receivers and geocaching. The program will include classroom instruction, field practice and attending meets. Cadets compete for the title of state champion at the December meet

**11.4.1 Schedule** The Orienteering Team traditionally meets a couple of times a month. Listen for announcements over the PA and in the classroom for specifics.

**11.4.2 Orienteering Meets** Team members should attend and compete in the Badger Orienteering sponsored meets held once per month during September through December and March through June. Meets are normally on the first Saturday of the month except December which is held on the first Sunday – this meet determines the state champion. Check the Badger Orienteering website <http://userpages.chorus.net/kevin/> to confirm the schedule. Team members who master orienteering have the opportunity to work with the Wisconsin men’s state champion to prepare for the national interscholastic championships.

**11.5 Awareness Presentation Team (APT)** APT is an academic endeavor designed to provide positive role models for elementary and middle school students. It is also a practical application of the skills learned in the leadership education portion of the curriculum

**11.5.1 Teams** Teams are composed of cadet volunteers approved by the instructors based on their demeanor, verbal abilities and professional appearance.

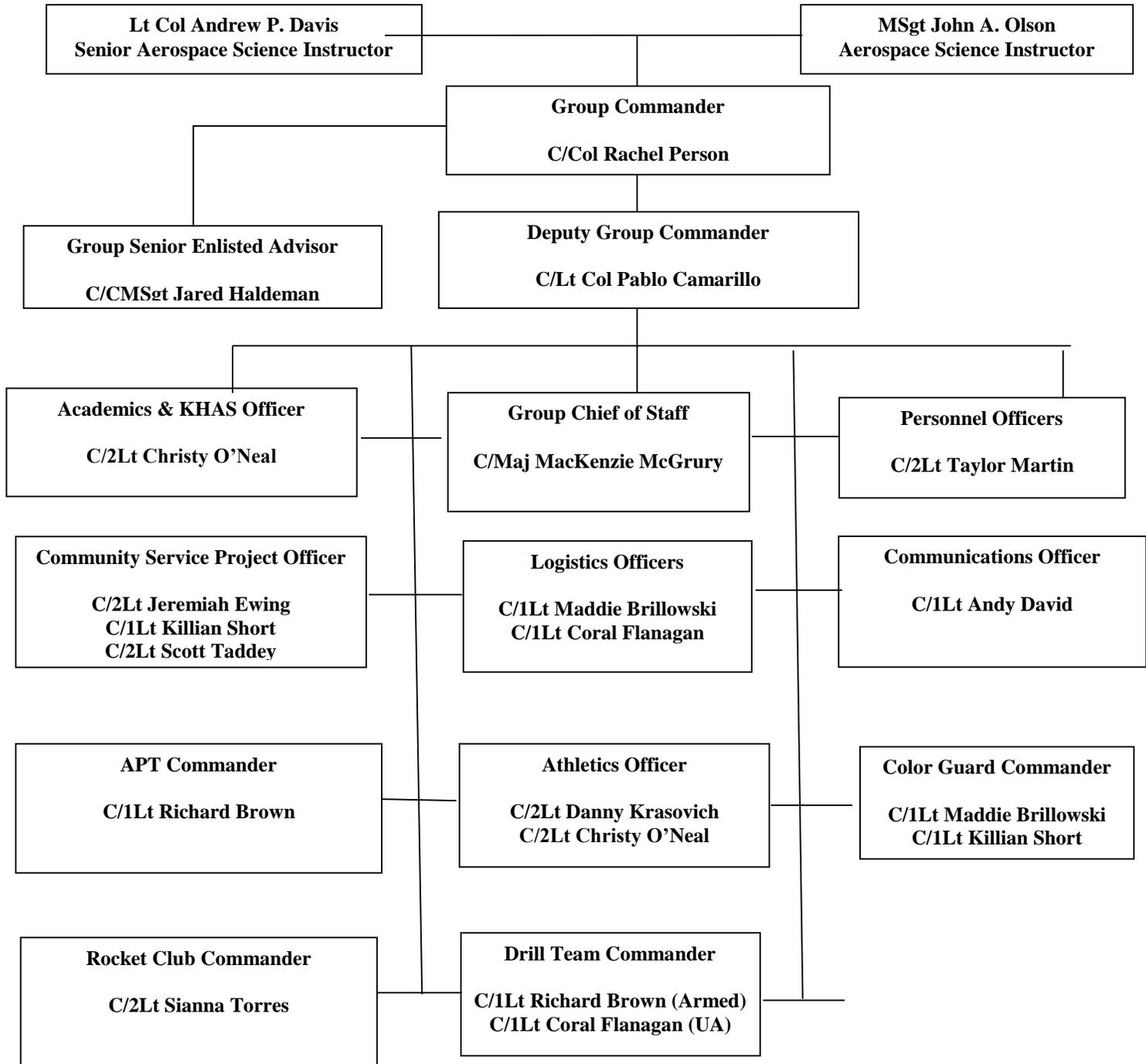
**11.5.2 Subject Matter** The team members are to become subject matter experts in the AFJROTC Program. The team researches the subject then prepares and presents the material to Middle School students and other interested groups. The team must make their presentation to the instructors for approval

**11.5.3 Schedule** The team leader coordinates a presentation schedule with the elementary and/or middle schools through the instructors. Teams should plan their presentations to avoid missing classes at GHS if at all possible (i.e. last hour of the day at the elementary/middle school).

**11.5.4 After Action Report** The team leader submits an After Action Report through the APT Coordinator to the Group Commander, instructors and high school principal after completing the presentation.

**11.5.5 APT Badge** After successfully presenting their program at the elementary or middle school and completing the after action report, all team members will be awarded the APT Badge.

## Attachment 1 Organizational Chart



## **Attachment 2 Job Descriptions**

**Group Advisor** Duties assigned by the instructors. The cadet who was Group Commander during the first semester of the school year will normally fill this position during the second semester.

**Group Commander (CC)** Duties are assigned below:

- Responsible for the appearance, discipline, training, and conduct of the group. Ensures the group maintains standards of uniform and personal appearance and fulfills required AFJROTC customs and courtesies.
- Ensures members of the group have the opportunity to develop their leadership skills according to their individual abilities. Assigns duties to subordinates and evaluates their work for compliance and quality.
- Manages group operations such as evaluations and squadron commander meetings.
- Develops AFJROTC briefing for presentation to HQ visitors and civic organizations.

**Deputy Group Commander (CD)** Duties are assigned below:

- Duties as assigned by the Group Commander.
- Assumes command of the group during the Group Commander's absence.
- Manages unit preparation for outside evaluations.

**Group Chief of Staff (CS)** Duties are assigned below:

- Coordinates unit goals and forwards them to HQ AFJROTC via WINGS. Tracks the accomplishment of the goals and coordinates unit submission for the Distinguished Unit Award.
- Manages the Unit Self-Inspection Program
- Establishes goals for the position within two weeks of assuming the position.

**Group Senior Enlisted Advisor (SEA)**

- Duties as assigned by the Group Commander.
- Assists Chief of Staff in coordinating Unit Self-Inspection Program.
- Cadet focal point for the Cadet Leadership Course.

**Academic Officer (AO)**

- Leads the KHAS and establishes requirements for membership.
- Manages the unit tutor program. Recruits tutors and pairs tutors with cadets requiring help.
- Helps cadets establish goals and plans to pass classes/improve academic performance when asked.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

**Athletic Officer (AT)**

- Manages the Presidential Physical Fitness Test (PPFT) Program.
- Coordinates an annual PPFT assessment in September to establish a baseline.

- Coordinates an annual PPFT assessment in May to allow cadets the opportunity to earn the Health & Wellness Ribbon. Tracks PPFT results and recommends cadets for the award of the Health & Wellness Ribbon.
- Publishes PPFT assessment record holders in each exercise and top three overall percentile scores by age group and gender.
- Maintains an inventory of athletic equipment and recommends the purchase of equipment as needed.
- Ensures washable equipment such as the athletic vests are clean.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Logistics Officer (LG)**

- Assists ASI with inventory, issue, and turn-in of accountable property (books, uniforms, etc).
- Ensures accountable property is loaded and tracked in WINGS.
- Maintains an inventory of administrative supplies and recommends the purchase of supplies as needed.
- Keeps the supply rooms neat and orderly.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Community Service Project Officer (PO)**

- Manages group community service program.
- Tracks group community service hours and recommends cadets for the award of the service ribbon and identifies the Community Service Top Guns.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Personnel Officer (DP)**

- Maintains the cadet records electronically in WINGS and file a hard copy when required.
- Assists in the completion and submission of annual reports to HQ AFJROTC before the suspense date.
- Keeps organizational chart up-to-date.
- Records awards, promotions, and decorations into the WINGS program.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Communications Officer (PA)**

- Provides newsworthy items about cadets and activities to school and local newspapers.
- Coordinates photographic and video coverage of cadet activities.
- Maintains the AFJROTC glass showcases.
- Establishes goals for the position within two weeks of assuming the position.

- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Morale Officer (MO)**

- Conduct a monthly event that builds spirit de corps throughout the AFJROTC program
- Organize fundraising activities to support/pay for morale building activities.
- Ensure monthly events are promoted so all who are interested can attend.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Squadron Commander (“\_” Sq/CC)**

- Tracks attendance, weekly leadership points and physical training grades.
- Conducts weekly uniform inspection in coordination with the Aerospace Science Instructor.
- Instructs individual, flight, and squadron drill.
- Briefs Group Commander and instructors on squadron activities and personnel problems.
- Briefs the squadron to ensure they are informed and aware of all group and squadron activities.
- Performs other duties assigned by the Group Commander or instructors.

#### **Squadron First Sergeant (“\_” Sq/CCF)**

- Forms the squadron then takes and reports attendance to the Squadron Commander.
- Assists the Squadron Commander as needed.

#### **Element Leader (1<sup>st</sup>/2<sup>nd</sup>/3<sup>rd</sup>/4<sup>th</sup> El/Ldr)**

- Takes and reports attendance to the Flight Sergeant/Assistant or Squadron First Sergeant.
- Assists the Flight/Squadron Commander/Leader/Sergeant/Assistant as needed.

#### **Color Guard Commander (CG)**

- Recruits Color Guard members from all levels of the group.
- Establishes practice times.
- Coordinates performances.
- Maintains an inventory of Color Guard supplies and recommends the purchase of supplies as needed.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Drill Team Commander (DT)**

- Recruits Drill Team members from all levels of the group.
- Oversees the development of routines for demonstrations and exhibition performances.
- Establishes practice times.
- Coordinates performances and competitions.
- Maintains an inventory of Drill Team supplies and recommends the purchase of supplies as needed.
- Establishes goals for the position within two weeks of assuming the position.

- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Rocket Club Commander (RC)**

- Recruits Rocket Club members from all levels of the group and school.
- Establishes and holds club meetings and launches.
- Coordinates demonstrations and competitions.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Orienteering Team Commander (OC)**

- Recruits Orienteering Team members from all levels of the group.
- Establishes and holds team meetings and training events.
- Coordinates orienteering meets and geocaching events.
- Establishes requirements for earning the Orienteering Ribbon IAW AFJROTC directives and recommends members for the award of the ribbon.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

#### **Awareness Presentation Team Coordinator (AP)**

- Recruits and trains APT Leaders.
- Coordinates APT presentations with the instructors
- Arranges presentations with local schools.
- Recommends members for the award of the APT Badge.
- Ensures APT Leaders complete and submit the JROTC After Action Report.
- Establishes goals for the position within two weeks of assuming the position.
- Trains one or more AS-3 cadets on the responsibilities of the position and creates a continuity folder to help his/her replacement with the job the following year.

### Attachment 3

### Unit Manning Document

This document shows the number of positions authorized and the grade authorized for it. This attachment also shows the total number of Cadets that may be in particular Cadet Rank.

<u>Function</u>	<u>Position</u>	<u>Max Grade</u>	<u>Auth</u>
Group Advisor	Group Advisor	C/Col	1
Command Section	Group Commander	C/Col	1
	Group Deputy Commander	C/Lt Col	1
	Group Chief of Staff	C/Maj	1
SEA	Group Senior Enlisted Advisor	C/CMSgt	1
Group Staff	Academic Officer	C/Maj	2
	Athletics Officer	C/Maj	2
	Community Service Project Officer	C/Maj	2
	Personnel Officer	C/Maj	2
	Logistics Officer	C/Maj	2
	Communications Officers	C/Maj	2
	Assistant Staff Officer	C/Capt	8
Squadron Staff	Squadron Commander	C/1Lt	5
	Squadron First Sergeant	C/SMSgt	5
	Element Leader	C/SSgt	20
Special Activities	Color Guard Commander	C/Maj	1
	Drill Team Commander	C/Maj	4
	Rocket Club Commander	C/Maj	1
	Orienteering Club Commander	C/Maj	1
	Awareness Presentation Team	C/Maj	1

## Total Grade Authorizations

<b><u>Rank</u></b>	<b><u>Abbreviation</u></b>	<b><u>Number Authorized</u></b>
<b><u>Executive Grade Officers</u></b>		
Cadet Colonel	C/Col	2
<b><u>Field Grade Officers</u></b>		
Cadet Lieutenant Colonel	C/Lt Col	2
Cadet Major	C/Maj	25
<b><u>Company Grade Officers</u></b>		
Cadet Captain	C/Capt	As Required
Cadet First Lieutenant	C/1Lt	As Required
Cadet Second Lieutenant	C/2Lt	As Required
<b><u>Senior Non-Commissioned Officers (SNCO)</u></b>		
Cadet Chief Master Sergeant	C/CMSgt	2
Cadet Senior Master Sergeant	C/SMSgt	13
Cadet Master Sergeant	C/MSgt	As Required
<b><u>Non-Commissioned Officers (NCO)</u></b>		
Cadet Technical Sergeant	C/TSgt	As Required
Cadet Staff Sergeant	C/SSgt	As Required
<b><u>Airmen</u></b>		
Cadet Senior Airman	C/SrA	As Required
Cadet Airman First Class	C/A1C	As Required
Cadet Airman	C/Amn	As Required
Cadet Airman Basic	C/AB	As Required

## Attachment 4

## **Attachment 5**

## **Attachment 6**

**Attachment 7**

## **Attachment 8**

**Attachment 9**

# AIR FORCE JUNIOR ROTC INSIGNIA

## CADET OFFICER RANK



SECOND  
LIEUTENANT



FIRST  
LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT  
COLONEL



COLONEL

## CADET ENLISTED RANK

(no rank insignia)

AIRMAN BASIC



AIRMAN



AIRMAN  
FIRST CLASS



SENIOR  
AIRMAN



STAFF  
SERGEANT



TECHNICAL  
SERGEANT



MASTER  
SERGEANT



SENIOR  
MASTER  
SERGEANT



CHIEF  
MASTER  
SERGEANT

Attachment 11

# AIR FORCE JUNIOR ROTC BADGES



LAPEL INSIGNIA  
(METAL)



OFFICERS  
FLIGHT CAP  
AND BERET  
INSIGNIA



FLIGHT CAP  
AND BERET  
INSIGNIA



SERVICE CAP  
INSIGNIA



OFFICERS  
SERVICE CAP  
INSIGNIA



GROUND SCHOOL  
BADGE



FLIGHT SOLO  
BADGE



FLIGHT CERTIFICATE  
BADGE



MODEL ROCKETRY  
BADGE



AWARENESS  
PRESENTATION  
TEAM BADGE



**DISTINGUISHED  
AFJROTC CADET  
BADGE**



ACADEMY OF  
MODEL AERONAUTICS  
SILVER WINGS



KITTY HAWK  
AIR SOCIETY  
BADGE



AEF BADGE



SHOULDER TABS

# Attachment 12

## Air Force Rank

### OFFICER RANK INSIGNIA

All officer insignia is silver except second lieutenant and major which are gold

#### Company Grade Officer



Second Lieutenant  
(2Lt; O-1)



First Lieutenant  
(1Lt; O-2)



Captain  
(Capt; O-3)



Major  
(Maj; O-4)



Lieutenant Colonel  
(Lt Col; O-5)



Colonel  
(Col; O-6)

#### General Officer



Brigadier General  
(Brig Gen; O-7)



Major General  
(Maj Gen; O-8)



Lieutenant General  
(Lt Gen; O-9)



General  
(Gen; O-10)

### ENLISTED RANK INSIGNIA

#### Airman

No Stripes



Airman Basic  
(AB; E-1)



Airman  
(Amn; E-2)

Airman First Class  
(A1C; E-3)



Senior Airman  
(SrA; E-4)



Staff Sergeant  
(SSgt; E-5)



Technical Sergeant  
(TSgt; E-6)

#### Senior Noncommissioned Officer (SNCO)



Master Sergeant  
(MSgt; E-7)



Master Sergeant  
First Sergeant



Senior Master Sergeant  
(SMSgt; E-8)



Senior Master Sergeant  
First Sergeant



Chief Master Sergeant  
(CMSgt; E-9)



Chief Master Sergeant  
First Sergeant



Command Chief  
Master Sergeant



Chief Master Sergeant  
of the Air Force

Attachment 13

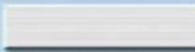
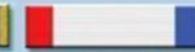
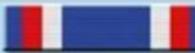
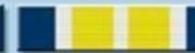
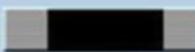
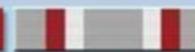
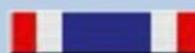
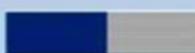
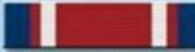
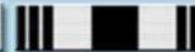
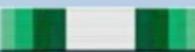
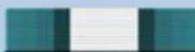
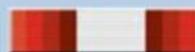
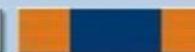
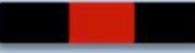
AFJROTC Ribbon Chart & Precedence Order

# AFJROTC RIBBON CHART & ORDER OF PRECEDENCE



## AIR FORCE JUNIOR ROTC

Wear your Ribbons Properly and Proudly!

					
Air Force JROTC Gold Valor Award	Air Force JROTC Silver Valor Award	Cadet Humanitarian Award	Silver Star Community Service with Excellence Award	Community Service with Excellence Award	Air Force Association Award
					
Daedalian Award	American Legion Scholastic Award	American Legion General Military Excellence Award	Daughters of the American Revolution Award	American Veterans Award	Reserve Officers Association Award
					
Military Order of World Wars Medal	Military Officers Association Award	Veterans of Foreign Wars Award	National Sojourners Award	Sons of the American Revolution Award	Scottish Rite, Southern Jurisdiction Award
					
Military Order of the Purple Heart	Air Force Sergeants Association	Sons of Union Veterans of the Civil War	Sons of Confederate Veterans H.L. Hunley Award	Tuskegee Airmen Inc. AFJROTC Cadet Award	The Retired Enlisted Association Award
					
Celebrate Freedom Foundation Award	National Society United States Daughters of 1812	Air Commando Association Award	Non-Funded National Award	Distinguished Unit Award With Merit	Distinguished Unit Award
					
Outstanding Organization Award	Outstanding Flight Ribbon	Top Performer Award	Outstanding Cadet Ribbon	Leadership Ribbon	Achievement Ribbon
					
Superior Performance Ribbon	Academic Ribbon	Leadership School Ribbon	Special Teams Competition	Orienteering Ribbon	Co-Curricular Activities Leadership Ribbon
					
Drill Team Ribbon	Color Guard Ribbon	Sabre Team Ribbon	Marksmanship Ribbon	Good Conduct Ribbon	Service Ribbon
					
Health and Wellness Ribbon	Recruiting Ribbon	Activities Ribbon	Attendance Ribbon	Dress and Appearance Ribbon	Longevity Ribbon
					
Bataan Death March Memorial Hike Ribbon	Patriotic Flag Ribbon	Gen Carl A. Spaatz Award (CAP)	Gen Ira C. Eaker Award (CAP)	Amelia Earhart Award (CAP)	Gen Billy Mitchell Award (CAP)
					
		Gen J. F. Curry Award (CAP)			

Version: 10 February 2016

# ***ORDER OF PRECEDENCE***

## ***AIR FORCE JROTC***

1. Air Force JROTC Gold Valor Award
2. Air Force JROTC Silver Valor Award
3. Cadet Humanitarian Award
4. Silver Star Community Service with Excellence Award
5. Community Service with Excellence Award
6. Air Force Association Award
7. Daedalian Award
8. American Legion Scholastic Award
9. American Legion General Military Excellence Award
10. Daughters of the American Revolution Award
11. American Veterans Award
12. Reserve Officers Association Award
13. The Military Order of World Wars Award
14. Military Officers Association of America Award
15. Veterans of Foreign Wars Award
16. National Sojourners Award
17. Sons of the American Revolution Award
18. Scottish Rite, Southern Jurisdiction Award
19. Military Order of the Purple Heart Award
20. Air Force Sergeants Association Award
21. Sons of Union Veterans of the Civil War Award
22. Sons of Confederate Veterans H.L. Hunley Award
23. Tuskegee Airmen Inc. AFJROTC Cadet Award
24. The Retired Enlisted Association Award
25. Celebrate Freedom Foundation Award
26. National Society US Daughters of 1812
27. Air Commando Association Award
28. Non Funded National Award
29. Distinguished Unit Award with Merit
30. Distinguished Unit Award
31. Outstanding Organization Award
32. Outstanding Flight Ribbon
33. Top Performer Award
34. The Outstanding Cadet Ribbon
35. Leadership Ribbon
36. Achievement Ribbon
37. Superior Performance Ribbon
38. Academic Ribbon
39. Leadership School Ribbon
40. Special Teams Competition Ribbon
41. Orienteering Ribbon
42. Cocurricular Activities Leadership Ribbon
43. Drill Team Ribbon
44. Color Guard Ribbon
45. Saber Team Ribbon
46. Marksmanship Ribbon
47. Good Conduct Ribbon
48. Service Ribbon
49. Health and Wellness Ribbon
50. Recruiting Ribbon
51. Activities Ribbon
52. Attendance Ribbon
53. Dress and Appearance Ribbon
54. Longevity Ribbon
55. Bataan Death March Memorial Hike Ribbon
56. Patriotic Flag Ribbon

## ***CIVIL AIR PATROL***

43. General Carl Spaatz Award
44. General Ira C. Eaker Award
45. Amelia Earhart Award
46. General Billy Mitchell Award
47. General J.F. Curry Achievement Award

## ***OTHER SERVICE JROTC***

48. Awards from other service JROTC grouped by service in the following order.
  - a. Army
  - b. Navy
  - c. Marine Corps
  - d. Coast Guard

## **Off We Go Into the Wild Blue Yonder**

The Air Force Song, Words and Music by Captain Robert Crawford,  
©1939 as the "Army Air Corps Song." (renewed in 1977 by USAF)

Off we go into the wild blue yonder,  
Climbing high into the sun;  
Here they come zooming to meet our thunder,  
At 'em boys, Give 'er the gun! (Give 'er the gun now!)  
Down we dive, spouting our flame from under,  
Off with one helluva roar!  
We live in fame or go down in flame. Hey!  
Nothing'll stop the U.S. Air Force!

