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**BY ORDER OF THE AFJROTC TX-20011
SENIOR AEROSPACE SCIENCE INSTRUCTOR**

AFJROTC TX-20011 Cadet Guide

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

OPR: TX-20011 Inspector General
(C/Capt Phillip M. Arce)

Certified by: TX-20011 SASI
(Lt Col John Parish)

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This handbook establishes Flower Mound High School's AFJROTC TX-20011 aerospace science course enrollment standards, curriculum, and academic requirements. It supports the leadership and personal development objectives of AFJROTC by outlining cadet responsibilities, cadet conduct, uniform and personal appearance standards, and the cadet corps' organization, operation, and extracurricular activities. This handbook supplements leadership texts and Air Force and AFJROTC directives. All cadets will read this handbook, maintain a copy of it, know its contents, and comply with its standards to satisfactorily meet AFJROTC course objectives. The Cadet Corps Commander will review this handbook at least annually and recommend changes to the SASI.

TX-20011

CADET GUIDE



FLOWER MOUND HIGH SCHOOL

“A World Class School Educating Tomorrow’s Leaders”

Cadet Group Commander: C/ Lt. Colonel Jonathan Overy
Cadet Deputy Group Commander: C/Major Michael Blasko
Cadet Senior Enlisted Advisor: C/CMSgt Michael Adamson

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CHAPTER 1 - MISSIONS AND OBJECTIVES

1.1 AFJROTC and TX-20011 Program Scope.

1.1.1. Program Scope. The Flower Mound High School (FMHS) Air Force Junior Reserve Officer Training Corps (AFJROTC) is designated as TX-20011. The primary purpose of TX-20011 is to help develop better citizens through science education and leadership development. Students do not incur military service obligation by participation in the program. Each course taught at TX-20011 emphasizes education and practical skill development in two basic areas; Aerospace Science and Leadership Education. The Aerospace Science portion introduces the historical, scientific, and/or technical aspects of aerospace flight. Leadership Education provides the education and practical experience to develop discipline, responsibility, communication skills, and citizenship. Leadership Education also includes wearing the Air Force uniform, the observance of Air Force customs and courtesies, participating in drills and ceremonies, giving and receiving instructions, and acting as leaders and members of TX-20011 Cadet Group.

1.1.2. Program Direction and Guidance. TX-20011 is organized and operated in accordance with current AFJROTC instructions. An Air Force organizational structure is used to emphasize learning objectives in a disciplined and structured environment.

1.1.3. Student Eligibility for Participation. To be eligible to enroll in the TX-20011 AFJROTC program, students (cadets) must be:

Enrolled in and attending a regular course of instruction at FMHS.

Students must be in the grades 9th to 12th.

A citizen or national of the U.S. or an alien admitted for permanent residence.

Physically fit to participate in AFJROTC training (cadets are considered physically fit if qualified for the FMHS physical education program.)

Students may transfer from Army, Navy/Marines, or other AFJROTC units with full credit for training already received.

1.1.4 Student Disenrollment Policy. Cadets may be disenrolled for:

Failure to maintain acceptable course standards, failing grades, improper haircuts or grooming, incorrect uniform wear, failure to wear the uniform when required, etc.

Indifference to TX-20011 values, goals and mission objectives, undesirable character traits and disciplinary problems.

1.2. Training Completion Certifications. Two certificates may be awarded to cadets who successfully complete AFJROTC courses at FMHS. These certificates are not automatic. Award of certificates depends on the cadet's total performance and achievements as a cadet in TX-20011. It is possible to complete the course and not be awarded a certificate. Final determination is based on the decision of the FMHS Senior Aerospace Science Instructor (SASI).

1.2.1. AF Form 1256, Certificate of Training. This certificate is awarded to a cadet in good standing who completes two years of the AFJROTC program. With the Certificate of Training, the cadet may be excused from one semester of the General Military Course (GMC) of the senior ROTC program. This privilege must be arranged with the Professor of Aerospace Science (PAS) at the time of enrollment in the college or university.

1.2.2. AFROTC Form 310, Certificate of Completion. This certificate is presented to a cadet in good standing who has completed at least three years of AFJROTC. A cadet must have this certificate in his/her possession when enrolling in a college ROTC program, or when enlisting in the armed forces, in order to gain the associated benefits. However, the Certificate of Completion must have been endorsed by the SASI at the time of college ROTC enrollment enlistment. It is possible to receive the Certificate and NOT receive the SASI endorsement based on the cadets overall high school performance.

For college bound cadets with this certificate: The cadet may be excused from one year of the GMC of the senior AFROTC program. This privilege must be arranged with the PAS when enrolling at the college or university

For military service bound cadets with this certificate: If the cadet elects to enlist in the Armed Forces, this certificate will allow enlistment in pay grade E3 in the Army, Navy or Air Force. Enlistment in the Marine Corps will be in pay grade E2. This provides for immediate monetary benefit.

1.3. AFJROTC and TX-20011 Mission. The AFJROTC mission is to "Develop citizens of character dedicated to serving their nation and community."

1.3.1. We do this by: Providing every cadet an educational environment fostering academic achievement, health and wellness, character and leadership development, life skills, community service and patriotism.

1.3.2. TX-20011 Goals. To achieve TX-20011's mission and goals, the Corps has the supporting measurements (metrics) which will be used to determine Tx-20011's success to "Build Better Citizens at FMHS."

1.4. Instructional Goals. The specific objectives for TX-20011 program are to:

Develop pride in our nation and its honorable traditions and an understanding of the requirements and obligations of good citizenship.

Develop respect for, and obedience to, proper authority and understand and observe military courtesy.

Provide an environment for experience and growth in the attitudes, disciplines and techniques of effective leadership.

Understand the United States organization for national defense including the history and structure of military and civil aerospace technology and programs.

Understand the structure of the universe, the solar system, atmosphere of the earth, principles and theory of flight in air and space, propulsion systems and instrumentation.

Develop good personal appearance including neat military grooming, cleanliness and proper wear of a military uniform.

Develop qualities of honorable behavior, high ideals, self-confidence and responsibility for the consequences of one's actions.

1.5. Academic Grading Policy. Cadets are graded in two areas in AFJROTC, Aerospace Science (AS) and Leadership Education (LE.) AS grades will count for 50 percent of the cadet's grade and LE grades will account for the other 50 percent of the cadet's grade. The AFJROTC letter grades will match the FMHS standards established for the school year. Both AS and LE grades will be based on homework completion, tests, projects, and presentations. Extra credit will be available upon cadet requests. Additional grading requirements are listed below.

1.5.1. AS Grading Practices. AS instruction is normally conducted on Tuesday and Thursday of a regular fiscal week. An AS folder must be maintained and must contain the weekly assignments and all AS handouts, and tests. Folders will be graded each time homework is graded. You may improve your AS grades by voluntarily building aerospace vehicle models or making oral or written presentations (reports) on topics related to aerospace or other instructor approved subjects.

1.5.2. LE Grading Practices. LE instruction is normally conducted on Monday and Wednesday of a regular fiscal week. A LE folder must be maintained and must contain all LE handouts, tests, and the LE workbook. Folders will be graded each time homework is graded. The LE grade will include a weekly grade for uniform inspection as well as a quarterly grade for classroom discipline and performance, class participation, and drill performance.

1.5.3 Physical Training (E2C). PT is normally conducted on Friday of a regular fiscal week. Each cadet is expected to maintain certain expectations during PT activities.

1.5.4. Mandatory LE Participation Grade. TX-20011 has several mandatory, extracurricular activities each year. Cadets who do not participate in these mandatory activities will receive a failing grade. These activities generally are parades held

primarily on Saturdays during the school year.

1.6. TX-20011 Extra-curricular/Co-curricular Activities. There are several extracurricular activities available to you which provide added insight into aerospace or leadership experiences. Although you are NOT required to participate, these activities will help you understand and enjoy the AFJROTC program.

Color Guard/Drill Team/Physical Fitness/Orienteering/Saber

Community services

Curriculum Trips and Picnics

Fund-raising activities

Kitty Hawk Air Society

Model Aircraft/ Model Rocketry

Public Affairs (Newsletter/Scrap Book)

Service projects

1.7. Disciplinary Actions. Cadets will be held accountable for infractions of school rules or policies, as well as TX-20011 regulations. According to the severity of the infraction, you may be put on probation by the SASI. Cadets on probation may not participate in any extra-curricular activities or trips. Probationary cadets may not be considered for promotion until the established probationary period is complete. Cadets who receive a PASS suspension will revert to a lower rank, as determined by the SASI, for two grading periods and may lose their position based on the severity of the disciplinary infraction.

CHAPTER 2 - CADET STANDARDS

2.1. Cadet Standards of Behavior. Each cadet must live by a very basic standard of conduct and respect to themselves, to the Corps, and to FMHS. The standards, requirements, and pledges toward this high standard are listed below. Cadets must pledge to these standards at all times.

2.2. Cadet Pledge. Each cadet must agree to the Cadet Pledge stated below.

I HAVE CHOSEN TO BE A CADET IN THE UNITED STATES AIR FORCE JUNIOR ROTC. IN DOING SO, I PLEDGE ALLEGIANCE TO THE UNITED STATES OF AMERICA AND TO THE CADET HONOR CODE, WHICH STATES, "I SHALL NOT LIE, CHEAT, OR STEAL NOR WILL I CONDONE THOSE WHO DO."

I KNOW THAT WHILE I AM IN THE CORPS I WILL BE HELD TO A HIGHER STANDARD AND MUST ACT AS A CADET EVERY MINUTE OF EVERY DAY. I WILL STRIVE TO BE A PRODUCTIVE CITIZEN OF THIS COUNTRY FOR I KNOW THAT IN FUTURE YEARS I WILL BE ONE OF AMERICA'S LEADERS WORKING TO UPHOLD THE CONSTITUTION AND OUR WAY OF LIFE. I WILL ALWAYS REMEMBER THAT THIS GREAT NATION WAS BUILT WITH THE COURAGE AND STRENGTH OF OUR FOREFATHERS. THEREFORE, I PROMISE TO WORK HARD AND DILIGENTLY TO EDUCATE MY MIND AND BODY SO THAT I CAN ACCOMPLISH THIS FOREVER CHALLENGING TASK.

SIGNED: _____

2.3. Cadet Honor Code. “A Cadet will not Lie, Cheat, or Steal nor condone those who do.” These simple words are the basis for a code to live by for the remainder of a cadet’s life. These are simple but tough rules to live by as reflected in the troubling and alarming number of students who freely admit they cheat in school. However, these words are specific and clear in their demands and are still relevant in our society. A cadet should be HONEST in both words and deeds. A cadet should not make quibbling and evasive statements, should do their own work, and should assist others to cooperate to meet common goals. Trustworthiness not just in battle but throughout life is not only noble but necessary for the welfare and continued existence of our civilized society. The code requires self-control and a conscious effort to not take the easy road for short-term success, but to take the hard road for long-term success. Eventually living by the code will become an ingrained habit of the cadet’s total lifestyle. The Honor Code stresses that lying, cheating, or stealing is not tolerated and that HONOR is a noble, moral standard that is the essence of our Corps and our civilized society.

Code of Ethics. Cadets WILL:

1. Love and hold in high regard their higher personal beliefs and their Country
2. Respect their parents, school officials and staff, teachers, and community leaders
3. Refrain from any act or derogatory word (s) that would discredit them, family, school, or Corps. Vulgar conduct or language is not socially acceptable and hinders effective communications
4. Dedicate themselves to succeed in academics, athletics, extracurricular activities, and work
5. Perform all assigned duties and meet all obligations
6. Exhibit self-respect, self-control, and good behavior
7. Be honest and understand that honorable failure is better than success through unfair means
8. Be proud of their uniform and commitment to AFJROTC which sets them apart from other Flower Mound High School students
9. Be an exemplary role model with high standards of conduct
10. Respect other cadets and follow the directions of senior cadet officers
11. Place the good of the Corps ahead of personal gain

2.4. Standards of Conduct. Standards for cadet personal behaviors, classroom procedures, and uniform requirements are listed below. Cadets are expected to follow

these standards and will accept the consequences should their conduct fail to meet the required standards.

2.4.1. Personal Standards of Conduct. Cadets become a leader by exhibiting qualities of intelligence, good judgment, decisiveness, and initiative. Cadets inspire others to follow by setting examples of confidence and maturity. In order to realize the cadet's highest potential, cadets must maintain high standards of self-discipline, high ideals, good manners, social grace, appropriate dress (in or out of uniform), and proper grooming.

Cadets will display friendliness and respect to other students, Flower Mound High School faculty, Aerospace Science Instructors and other AFJROTC cadets. You will greet other cadets and Aerospace Science Instructors in a pleasant manner, regardless of location.

Cadet officers will exercise discretion in enforcing military courtesy. Cadets will not be placed in an embarrassing situation by a public reprimand. However, cadet officers have the authority and the responsibility to deal with violations of military customs or courtesies.

Cadets will show respect for Aerospace Science instructors and any guest speakers by addressing them as "sir" or "ma'am" and by responding to them in the same manner.

Enlisted cadets show their respect for cadet officers by addressing and responding to them as "sir" or "ma'am."

Cadets will not wear hats (uniform or civilian) indoors unless permission is obtained from the SASI. When cadets are in uniform and carrying weapons they will wear the correct headgear outdoors and indoors.

Cadets will show proper respect to the Flag of the United States at all times, both inside and outside of buildings. This respect includes following the procedures contained in this guide.

Cadets will follow procedures outlined in this cadet guide and will obey reasonable orders from all senior cadets, regardless of position or rank.

2.4.2. Classroom and Uniform Conduct Rules. The major classroom and uniform wear rules are listed below.

Cadets must stand and say the Pledge of Allegiance to the Flag each morning

You must show Instructors and fellow Cadets respect at all times. There will be absolutely no arguing with an Instructor at any time.
There will be no talking out loud at any time.

Before you speak, an instructor must acknowledge you. You will not be acknowledged unless your hand is up.

Your head must not lie on the desk. You are to sit up and look straight ahead. Do not turn around and talk to your neighbor.

When told to stand on your feet, do not ARGUE. While on your feet, you must stand at attention and cannot talk.

Uniform must be worn every Wednesday unless instructed to wear it on another day.

When an Instructor, military personnel (when the Instructors are out of the room or the visitor outranks the instructors), Assistant Principal, or the Principal walks in the room, call the room to ATTENTION.

Cadets will come to the AFJROTC classroom prepared to engage in AS/LE activities. Preparation includes completed assignments, proper textbooks, note paper, pen/pencil, and an attitude conducive to learning.

Cadets will not engage in public displays of affection while in uniform or inside the AFJROTC room.

Cadets will not litter the classroom or leave study materials or personal items in the AFJROTC office, classroom or supply room. Classes will not be dismissed until the room is neat and orderly.

Cadets will not mark, scratch, or otherwise deface Air Force or Flower Mound High School property.

2.4.3. Consequences. The consequences for not following the above rules are listed below. Cadets are expected to accept the consequences for their actions should they forget or willfully break a rule.

There will be only two (2) uniform make-up days per semester (18 weeks). If a uniform day is missed and the cadet wears the uniform either Thursday or Friday of that week then the grade will still be 100% minus any points deducted for uniform errors. After the two make-up days and the cadet fails to wear the uniform, then the grade will automatically be a zero (0) for that week.

If you argue with an instructor at any time or show defiance or disobedience, you will be sent to one of the FMHS assistant principals.

2.5. Disciplinary Board.

Board members - Group Commander, Deputy Group Commander, Executive Officer, Inspector General, and Senior Enlisted Advisor.

Demerits can be given by the Deputy Group Commander, Executive Officer, Inspector General, ASI, and the SASI.

The punishments accompanying demerits shall be as follows:

- 1st demerit = one week parole
- 2nd demerit = Detention which shall be constructive to JROTC.
- 3rd demerit = meeting with the disciplinary board and no possible promotions.
- 4th demerit = No promotions and loss of authority.
- 5th demerit = Saturday School

Issues to be addressed by the disciplinary board shall consist of: cheating, detentions, continuously failing to wear the uniform, continuous lack of participation, and disrespect to officers.

Those whom the board is meeting concerning shall be informed no less than two days before they need to attend the meeting in which they are involved.

a. A **Letter of Reprimand** may be issued for the previous infractions, if repetitious, and for the following violations. A Letter of Reprimand will remain in the cadet's records for a minimum of nine weeks. After nine weeks the letter may be removed with the flight commander's approval.

1. Conduct unbecoming a cadet
2. Failure to perform duties
3. Failure to wear the uniform
4. Lack of military courtesy
5. Abuse of officer or NCO authority
6. Missing a scheduled meeting
7. Failure to turn in staff work
8. Writing on instructional boards without permission
9. Horseplay in class
10. Making improper gestures

b. Non-Review Board and Cadet Review Board will be enforced for repeated infractions mentioned above and for the following conduct. This discipline may consist of, but is not limited to, probation, temporary reduction in rank, temporarily withholding promotion, removal from position, and permanent reduction in rank

1. Cadet Honor Code violation
2. Insubordination or disobedience
3. Unexcused missed formation such as parade, color guard or drill team performance, etc.
4. Arguing with the SASI or the ASI
5. Disrespect to cadet officer or cadet placed in position of authority
6. Misuse of property
7. Profanity

c. The following behaviors require a Cadet Review Board:

1. Vandalism
2. Alcohol or Drug related (**if proven, could result in dismissal from the program**)
3. Weapons violation
4. Fighting
5. Disrespect to teachers or staff
6. Suspension for any reason
7. Any infractions involving law enforcement authorities ON/OFF school property
8. Any other official reasons not listed

2.5.1. CADET REVIEW BOARD consists of the commander, vice-commander, applicable squadron commander, special assistant (if applicable), executive commander and senior enlisted advisor (only if enlisted cadets are involved), and is responsible for:

- a. Meeting as required by the SASI/ASI to evaluate cadets with discipline problems and to recommend cadets for awards and special recognition.
- b. Overseeing all cadet evaluations to insure a correct and true record of cadet performance.

NOTE: While one aspect of the Cadet Review Board's purpose is outlined above, the board is responsible for all infractions of policy and regulations. Their decision is not final. The board recommends action to the SASI/ASI for final action.

2.5.2. PROBATION

- a. You will be counseled by the SASI/ASI.
- b. You **will not** participate in any extracurricular activity (**including drill competitions**).
- c. You **will not** be considered for promotion during the time of probation.

2.5.3. EXCEPTION. Sometimes for the good of the cadet corps an individual may be removed immediately from a position and/or reduced in rank when agreed upon by the SASI and the ASI.

2.6. Saluting Privileges. Saluting has always been a privilege enjoyed by military personnel of honorable standing. Not only was it used in the early days of recorded history as a greeting, but also to express mutual trust and respect. Today, the salute is a respectful greeting exchanged between military personnel.

2.6.1. Saluting Guidelines. Listed are several of the more important saluting rules. Cadet instructors will teach you the proper manner of saluting and the rules that govern its use among the military services. They will also teach cadets the special rules on saluting at Flower Mound High School.

Any cadet with lesser rank salutes cadet officers. Junior grade officers will salute officers of higher rank. Enlisted cadets are not required to salute each other.

The Flight Commander will salute the instructor when reporting the class ready for instruction.

Salute, in or out of uniform, whenever you are required to report to the SASI/ASI.

Salute an inspecting officer when reporting for uniform inspection.

When cadets are in uniform and outdoors in a TX-20011 hat area, salute higher ranks (if enlisted rank is higher do not salute, only salute officers), instructors, and all military officers in uniform.

Begin the salute in time to allow the senior cadet/military officer to return it. If cadets are carrying articles in both hands cadets do not need to salute, although cadets will be saluted if recognized as an officer. The person being saluted should nod in return or verbally acknowledge the salute.

Except for formal reporting, cadets are not required to salute indoors

When cadets are outdoors in uniform and the National Anthem is being played, come to attention, face the music and salute. If the flag is being raised or lowered at the same time, face the flag and salute. Hold the salute until the flag has stopped moving or the music stops playing. Anytime cadets are in uniform and observe the American flag moving up or down the flagstaff, you will halt, come to attention and salute until the flag stops moving.

2.6.2. TX-20011 Saluting Practices. TX-20011 cadets will follow the above practices whenever they are in a "TX-20011 Hat Area." Cadet Officers and NCOs should correct saluting violations by cadets junior to them in a courteous and helpful manner. Cadets are expected to accept these corrections in the same spirit. Cadets who fail to correct saluting violations will be reported to the SASI or an ASI for corrective action.

2.7. TX-20011 Hat Areas. The hat is a part of the uniform and must be worn whenever a cadet is in uniform and in a TX-20011 hat area. Saluting is required whenever in a TX-20011 hat area. The TX-20011 hat areas are detailed below.

When on field trips, performing community service, or representing the Corps; cadets will wear the hat whenever in uniform and outside buildings and vehicles. This includes travel to and from FMHS.

At FMHS, cadets will wear the hat whenever they leave the main school buildings. Cadets will put on their hats as they depart any school building.

Hats *are not required* while cadets go to and from the buses and the school.

Hats *are not required* while cadets are in the outdoor area around the flagpole during lunch or between classes, unless cadets are performing a flag detail.

2.8. Flag Procedures. The following customs and courtesies will be followed by all cadets with respect to the raising and lowering of the Flag.

When cadets are in uniform and outdoors, stand at attention while reciting the pledge.

When cadets are in uniform, indoors, stand at attention facing the flag and recite the pledge. Do not render the hand salute.

When cadets are in civilian attire, stand at attention with the right hand over the heart, face the flag and recite the pledge.

2.8.1. Reveille (Raising the Flag)

The flag detail for reveille consists of four cadets. The senior ranking cadet is in command (referred to as Sergeant of Arms).

The cadets will obtain the flag from the school's main office. The key to the flag pole can be obtained from one of the secretaries at the front desk. They then proceed to and form up just outside the front doorway to the school.

If a senior cadet walks with the detail to the flagpole to inspect, he or she will stand by at a reasonable distance. When the flag is being raised, the senior cadet will stand at attention and salute until the flag reaches the top of the flagpole.

Arriving at the Flagpole

1) Cadets will march to the flagpole at the direction of the senior cadet in single file. The middle two cadets will carry the American flag and the Texas flag. When the cadets reach the flagpole, the Sergeant of Arms will command "**Detail, Halt**". The Sergeant of Arms will proceed to and unlock the flagpoles.

2) The Sergeant of Arms then commands "**Post**". On the command, *ōpostō*, the cadet carrying the Texas flag will proceed to the wall behind the pole. (the Texas flag goes on the pole to the right as one looks at the school and the American flag goes on the pole closer to the front doorway. The Sergeant of Arms will assist the cadet with the American flag to attach it to the flagpole and the remaining cadet will assist the cadet carrying the Texas flag to attach it to the pole. The American flag will be raised first and

secured then the Texas flag is raised and then secured. All cadets will render salutes during the raising of the American flag. The Sergeant of Arms locks the flagpoles and then the Sergeant of Arms calls for all cadets to **ōPostō**, all cadets form up.

3) The Sergeant of Arms call **ōForward Marchō** and cadets will march back to their original starting point. Cadets are then dismissed from the detail.

2.8.2. Retreat (Lowering the Flag)

The flag detail for retreat consists of four cadets. The senior ranking cadet is in command (referred to as Sergeant of Arms).

The key to the flag pole can be obtained from one of the secretaries at the front desk. They then proceed to and form up just outside the front doorway to the school.

If a senior cadet walks with the detail to the flagpole to inspect, he or she will stand by at a reasonable distance. When the flag is being raised, the senior cadet will stand at attention and salute until the flag reaches the top of the flagpole when in uniform.

Cadets will form up just outside the doorway into flagpole courtyard. **Follow steps 1 and 2 as described in the Reveille procedures.**

3) The Texas flag will be lowered first and folded.

4) The Sergeant of Arms calls **ōPresent Armsō** and the American flag is lowered. The American flag is folded by three cadets to include the Sergeant of Arms. The Sergeant of Arms closes and locks the flagpoles. At the conclusion of locking the flagpoles the Sergeant of Arms calls **ōPostō** and the cadets form up into single file.

5) The commander then commands, **ōPostō**. The Sergeant of Arms calls **ōForward Marchō** and cadets will march back to their original starting point. Cadets are then dismissed from the detail.

CHAPTER 3 - UNIT MANNING DOCUMENT (UMD)

3.1. UMD Positions/Titles and Authorized/Assigned Grades. The Unit Manning Document (UMD) for TX-20011th AFJROTC Group reflects cadet positions/titles, the maximum grade authorized for each position, and the initial grade incumbents will be given when they take over the position. Cadets will be expected to meet the promotion boards and strive to achieve the authorized grade.

FUNCTION	POSITION/TITLE	GRADE/ AUTH.	GRADE/ AUTH.	NO. ASGN.
	GROUP COMMANDER	C/COL	C/CPT	1
	DEPUTY GROUP CC	C/COL	C/CPT	1
	SASI	C/COL	C/CPT	1
	EXECUTIVE SPT OFFICER	C/LTC	C/1LT	1
	INSPECTOR GENERAL	C/LTC	C/1LT	1
	SQUADRON 1 COMMANDER	C/MAJ	C/2LT	1
	SQUADRON 1 OPERATIONS	C/CAPT	C/SSG	1
	SQUADRON 2 COMMANDER	C/MAJ	C/2LT	1
	SQUADRON 2 OPERATIONS	C/CAPT	C/SSG	1
	SQUADRON 3 COMMANDER	C/MAJ	C/2LT	1
	SQUADRON 3 OPERATIONS	C/CAPT	C/SSG	1
	RECRUITING OFFICER	C/CPT	C/SSG	1
	SUPPORT FOR RECRUITING	C/SMS	C/SRA	1
	COLOR GUARD CMDR	C/CPT	C/SSG	1
	COLOR GUARD DEPUTY	C/TSG	C/A1C	1
	DRILL TEAM CMDR	C/CPT	C/SSG	1
	DRILL TEAM DEPUTY	C/TSG	C/A1C	1
	SABER TEAM CMDR	C/CPT	C/SSG	1
	SABER TEAM DEPUTY	C/TSG	C/A1C	1
	PERSONNEL OFFICER	C/CPT	C/SSG	1
	PERSONNEL SUPPORT	C/SMS	C/SRA	1
	HISTORIAN/PUBLIC AFFAIRS OFFICER	C/CPT	C/SSG	1
	PUBLIC AFFAIRS SUPPORT	C/SMS	C/SRA	1
	INTELLEGENCE OFFICER	C/CPT	C/SSG	1
	SUPPORT FOR INFORMATION	C/SMS	C/SRA	1

MODEL ROCKETRY/ RC OFFICER	C/CPT	C/SSG	1
ROCKETRY/RC SUPPORT	C/SMS	C/SRA	1
ORIENTEERING TEAM CMDR	C/CPT	C/SSG	1
ORIENTEERING TEAM TECHNICIAN	C/SMS	C/SRA	1
PHYSICAL FITNESS OFFICER	C/CPT	C/SSG	1
PHYSICAL FITNESS SUPPORT	C/SMS	C/SRA	1
KITTY HAWK AIR SOC CMDR	C/CPT	C/SSG	1
KITTY HAWK AIR SUPPORT	C/SMS	C/SRA	1
COMPUTER SCIENCE OFFICER	C/CPT	C/SSG	1
COMPUTER SCIENCE SUPPORT	C/TSG	C/A1C	1
LOGISTICS OFFICER	C/CPT	C/SSG	1
SAFETY/SECURITY OFFICER	C/MAJ	C/TSGT	1
FLIGHT COMMANDER	C/CPT	C/SRA	4
FLIGHT SERGEANT	C/MSG	C/SRA	4
ELEMENT LEADER	C/SSG	C/A1C	16
SENIOR ENLISTED ADVISOR	C/CMS	C/TSG	1

CHAPTER 4 – CADET CORPS ORGANIZATION

4.1 General. The requirements and expectations for all cadet corps leadership positions are described below. In addition to the responsibilities listed, each position carries the responsibility to fulfill additional responsibilities and assignments requested by the Cadet Group Commander, the immediate superior cadet officer, and the SASI or an ASI. Cadet Officers are also responsible for attending all Group officer meetings.

4.1.1. Group Commander. The Group Commander is responsible for:

The appearance, discipline, training, conduct, and efficiency of the Corps.

Accomplishing the Leadership Training Program and mission under the guidance of the SASI/ASI.

Assigning duties to subordinates and evaluating their performance for compliance, timeliness, and efficiency.

Communicating to Group members all important items discussed at the staff meeting that may affect the Group.

Conducting periodic meetings (monthly) with Squadron and Flight Commanders to insure they are informed of all Cadet Corps activities.

Serving as the central point of contact between the group cadet Corps staff.

Attending Group and Squadron Commander Meetings.

4.1.2. Deputy Group Commander. The Deputy Group Commander is responsible for:

Assisting the Group Commander in all aspects of group operations.

Commanding the Group during the absence of the Group Commander.

Serving as Chairman of projects assigned by the Group Commander or SASI/ASI.

Planning and conducting weekly Cadet Corps Staff meetings on any current problems and making recommendations to resolve the problems.

4.1.3. SEA (Senior Enlisted Advisor). The SEA is responsible for:

Holding periodic NCO staff meetings to insure NCOs are informed of cadet activities and objectives and to insure proper support is being given the Group Commander.

Assist the Group Commander and Deputy Group Commander in conducting inspections.

Providing direct support to the instructors in conducting Leadership Training.

Attending Cadet Corps Staff Meetings.

4.1.4. SASI (Special Assistant to the Senior Instructor). The SASI is responsible for:

Works directly for and performs duties as directed by the Senior Aerospace Science Instructor (SASI).

4.1.5. Executive Support Officer. The Executive Support Officer is responsible for:

Assisting any cadet who has difficulties with the AFJROTC program.

Observing and evaluating the progress of the cadet corps in accomplishing its mission, and advising the Group Commander.

Creating transcripts of Group and Staff meetings.

4.1.6. Inspector General. The Inspector General is responsible for:

Inspecting staff agencies and Group functions as required.

Coordinates any complaints that may arise from cadets.

Insuring the AFJROTC TX-20011 cadet staff follows pertinent regulations and policies.

Constant updating of the Cadet Guide

4.1.7. Recruiting Officer. The Recruiting Officer is responsible for:

Assisting the SASI/ASI in planning, directing, and monitoring recruiting programs, personnel, and training.

Assisting the SASI/ASI in organizing and conducting programs to recruit sufficient personnel to satisfy the requirements of the AFJROTC.

Providing guidance to the cadet staff in planning and assistance for a continuous publicity and community relations program.

4.1.9. Squadron 1 Commander. The Squadron 1 Commander is responsible for:

The coordination of any AFJROTC activities involving teams, including but not limited to: drill competitions, color guard details, daily team practices, and saber details.

The appearance, discipline, efficiency, training and conduct of the squadron.

Attending Cadet Corps Staff Meetings. Briefing the Cadet Staff of squadron level activities and making the staff aware of any relevant information.

Serving as a central contact point between the squadron and the Corps Staff.

Assisting duties to subordinates and evaluating their performance for compliance, timeliness and efficiency.

4.1.10. Squadron 2 Commander. The Squadron 2 Commander is responsible for:

The management of positions vital to keep TX-20011 running effectively which includes: Personnel, Recruiting, Kitty Hawk Air Society, Logistics, ect.

The appearance, discipline, efficiency, training and conduct of the squadron.

Assisting duties to subordinates and evaluating their performance for compliance, timeliness and efficiency.

Attending Cadet Corps Staff Meetings. Briefing the Cadet Staff of squadron level activities and making the staff aware of any relevant information.

Serving as a central contact point between the squadron and the Corps Staff.

4.1.10. Squadron 3 Commander. The Squadron 3 Commander is responsible for:

Insuring that Flight Commanders that are assigned to them are aware of Corps activities.

The appearance, discipline, efficiency, training and conduct of the squadron.

Assisting duties to subordinates and evaluating their performance for compliance, timeliness and efficiency.

Attending Cadet Corps Staff Meetings. Briefing the Cadet Staff of squadron level activities and making the staff aware of any relevant information.

Serving as a central contact point between the squadron and the Corps Staff.

4.1.11. Color Guard Commander. The Color Guard Commander is responsible for:

Motivating and recruiting highly qualified cadets to join and participate in group activities.

Training the cadets to perform in scheduled Color Guard ceremonies.

Selecting cadets to perform in scheduled activities.

4.1.12. Drill Team Commander. The Drill Team Commanders is responsible for:

Preparing a select group of cadets to become better leaders and citizens in their communities through various exercises that sharpen their discipline, leadership skills, and build teamwork.

Leading the team in regulation and/or exhibition drills.

Commanding at Drill Competitions.

4.1.13. Saber Team Commander. The Saber Team Commander is responsible for:

Organizing and planning presentations.

Ensuring that the Saber Team is capable of performing presentations.

Managing the conduct, appearance, and efficiency of the Saber Team.

Performing other duties as assigned by the SASI/ASI.

4.1.14. Unarmed Drill Team Commander. The Unarmed Drill Team Commander is responsible for:

Preparing a select group of cadets to become better leaders and citizens in their communities through various exercises that sharpen their discipline, leadership skills, and build teamwork.

Leading the team in regulation and/or exhibition drills.

Commanding at Drill Competitions.

4.1.15. Flight Commander. The Flight Commander is responsible for:

The efficiency, discipline, appearance, training and conduct of the flight.

Assigning duties to subordinates and evaluating their performance for compliance, quality and timeliness.

Attending weekly Cadet Corps Staff Meetings. Briefing the Cadet Staff on flight training progress and any problem areas.

Serving as the central contact point between the flight and the Cadet Corps Staff.

4.1.16. Flight Sergeant. The Flight Sergeant is responsible for:

Forming the flight of cadets for leadership training.

Preparing the flight for inspections.

Assisting with the training of cadets for drill and ceremonies.

Serving as Flight Commander when the Flight Commander is absent.

Assisting the Flight Commander with the evaluation and rating of cadet airmen who are members of the flight.

Insuring cleanliness of the flight classroom area.

Assisting the ASI and Supply Officer with the issue, receipt, control and turn-in of all AFJROTC textbooks, publications, and uniforms issued to members of the flight.

4.1.17. Element Leader. The Element Leader is responsible for:

Training, appearances, discipline, and conduct of element members.

Assisting the Flight Sergeant, Flight Commander, and the SASI/ASI in evaluating and rating members of the element.

Reporting attendance of element members during academics, leadership training, or other formations.

Assisting the Flight Guide, Flight Sergeant, and Flight Commander in drill & ceremonies.

4.1.18. Personnel Officer. The Personnel Officer is responsible for:

Maintaining a personnel file on all cadets to include pertinent information concerning flight assignment, rank, position within the Cadet Corps, home address, telephone number, and accomplishments within the Cadet Corps (to include cadet awards).

Writing orders for all cadet awards, promotions, and keeping lists of all members on cadet organizations.

Maintaining the Cadet Corps organizational chart and insuring it is current.

Compiling information for cadet promotions and awards and updating each cadet's record, folder and computer.

Creating the promotion tests for enlisted cadets.

4.1.20. Public Affairs Officer. The Public Affairs Officer is responsible for:

Promoting all Corps activities to the school and the public

Getting information about the Corps and the Corps activities to the public.

Create a yearly scrapbook of all of the Corps activities and organizations.

Attending Cadet Corps Staff Meetings.

Publish the monthly newsletter.

Maintain commons area/classroom bulletin boards

4.1.21. Intelligence Officer. The Intelligence Officer is responsible for:

Updating and revising of the TX-20011 Cadet Guide.

To help with the development of the AFJROTC Internet Home Page.

To work with the Public Affairs Officer on information matters.
for:

4.1.23. Model Rocketry/Model Airplane Officer. The Model Rocketry/Model Airplane Officer is responsible for:

Planning, organizing, and conducting the fundamentals of model remote control, model aircraft, and conducting the model rocketry club activities.

Knowing the basic aerodynamics and telemetry of rocketry.

Knowing the basic components of a model remote control and engine.

Knowing the basic aerodynamic moves of a model remote control aircraft.

Training cadets to serve in the various roles required to conduct rocket launchings.

Training cadets to start and fly each remote control model.

Encouraging each cadet to build and launch rockets in order to earn the Model Rocketry Badge.

Encouraging each cadet to build and fly a remote control aircraft to earn the remote control pin.

4.1.24. Physical Fitness Officer. The Physical Fitness Officer is responsible for:

Planning, organizing, and conducting competition and intramural programs for the cadet corps for maintaining fitness standards and qualifying for the Physical Fitness Ribbon.

Conducting Field Day activities and activities for Squadron and/or Group meetings and coaching PT team competition meets.

Knowing the basic requirements and qualifications to earn and receive the Extreme Excellence Challenge Ribbon.

Encouraging each cadet to participate in a physical fitness program.

Conducting monthly meetings and giving reports of each cadet involved with physical fitness and assisting any cadets whom are having difficulty in performing any exercises.

4.1.25. Orienteering Team Commander. The Orienteering Team Commander is responsible for:

Training cadet how to navigate using coordinates, maps, and compasses.

Planning, organizing, and conducting teams to compete in orienteering competitions.

4.1.26. Kitty Hawk Air Society Commander. The Kitty Hawk Commander is responsible for:

Identifying and selecting cadets eligible for membership in the Air Society.

Planning, organizing, and conducting an installation ceremony for each semester.

Organizing at least one major community service project each school semester.

Planning at least one visit to a local university / college to encourage continuing education for the members.

Publishing a calendar for events for the school year to include all planned society activities.

Planning, organizing, and conducting periodic meetings and maintaining minutes for each meeting.

4.1.28. Computer Science Officer. The Computer Science Officer is responsible for:

Maintaining an inventory of all computer equipment by serial number.

Maintenance of computer and computer software.

Training personnel on use of computer and computer programs.

Updating and maintaining TX-20011 web page.

4.1.29. Logistics Officer. The Logistics Officer is responsible for:

Overseeing the conditions of the classrooms and all surroundings to ensure each classroom is neat, clean, and safe.

Helping the SASI issue uniforms to all cadets.

Keeping the supply room up to all AFROTC regulations

Keeping track of all items in the supply room and in what quantity they appear

To ensure that the classroom is conducive to learning.

Educate flight commanders on facility conditions.

Conduct weekly inspections on JROTC facilities.

Attending Cadet Corps Staff Meetings.

Report any safety violations and inspection results to the flight commanders and the SASI.

Performing all other duties as assigned by the ASI/SASI

4.1.30. Historian Officer. The Historian Officer is responsible for:

Putting together a scrapbook of the years accomplishments and events

Being present at events to take pictures and video

Attending Cadet Corps Staff Meetings

4.1.32. MWR/Special Projects. The MWR/Special Projects Officer is responsible for:

Organizing Extracurricular Activities and Events for the corps

4.2. Officer Continuity Folders. Each TX-20011 officer position requires a continuity folder and supporting continuity folder computer disk. Continuity folders and disk will be kept in the Officer Administrative Area. The continuity folder will consist of

the following parts.

Part 1: Position Description and Responsibilities.

Part 2: Position Objectives and Goals.

Part 3: Position Metrics. Include all metrics which are used to measure how well the position is fulfilling the objectives and goals. This part will include a description of how the metrics data is collected and calculated.

Part 4: Supporting Data. Include all supporting data and correspondence for the academic year.

CHAPTER 5 – TX-20011 POSITION APPOINTMENTS AND PROMOTIONS

5.1. General. All promotions and assignments must be earned and sustained by conscientious work. The surest path to promotion is to volunteer to work hard and effectively on behalf of the cadet corps, and to demonstrate continual, consistent, intelligent leadership. Promotion provides constant challenge and motivation to members of the active Air Force and to members of TX-20011. This attention and interest is proper since the insignia of promotion reflects visible evidence of progression and standing among fellow cadets. The insignia is also evidence of growth, maturity, ability and willingness to accept additional responsibility, and demonstrated leadership growth.

5.1.1 Criteria for Leadership Positions:

Good academic standards

Outstanding disciplinary records both in ROTC and school

Positive attitude

Involvement in school, ROTC and community

Personal appearance both in uniform and civilian attire

Self-discipline

Prior performance

5.2. TX-20011 Grade Structure and Promotion Opportunities. Each cadet is initially assigned a permanent rank based on his or her completion of previous AFJROTC courses. These ranks are described below. Cadets may receive a higher temporary rank based on either the position they hold within the corps and/or their satisfactorily passing the TX-20011 promotion board process.

5.2.1. Permanent Rank. This grade is awarded based on years of successful completion of AFJROTC courses. Cadets may be promoted to the maximum authorized rank in the TX-20011 Unit Manning Document (UMD) after satisfactorily passing the TX-20011 promotion board process. The permanent grade for completing the:

First year - Cadet Airman

Second year - Cadet Airman First Class

Third year ó Cadet Senior Airman

Fourth year ó Cadet Staff Sergeant

5.2.2. Temporary Rank. A temporary rank is awarded based on the position to which you are assigned and your promotion performance. Since the grade is temporarily based on your position and promotion success, you may not carry it over from one year to the next. When you are initially assigned to a position, you will receive the initial assignment rank listed in the TX-20011 UMD, above. You may progress to the

maximum authorized rank listed in the TX-20011 UMD, based on satisfactorily passing the promotion board process.

5.3. Promotion Process. A promotion above the permanent rank or the initially assigned temporary rank for the position held requires successfully meeting and passing a TX-20011 promotion board. Promotion boards will be held following each grading period. Cadets must meet the promotion board eligibility requirements and successfully pass the promotion board before being promoted to the next higher rank.

5.4. Cadet Promotion Eligibility. Before a cadet may meet a promotion board, the cadet must have at least a 3.0 average in their JROTC class and no less than a 2.0 average in all other classes during the last grading period. They must provide proof of their grades to their flight commander within the announced time to be considered for promotion.

5.5. Promotion Board Process. Promotion boards will be chaired by the Group Commander, Deputy Group Commander, SASI, Executive Support Officer, Inspector General, and Squadron Commanders. If an officer listed above is not able to be present then their immediate subordinate may take their space, and speak and vote in their stead. The difficulty of questions asked by the cadet staff during the board will be based on the cadet's present rank and position. Factors and questions considered are:

General Military Knowledge. Includes chain of command, cadet rank insignia and placement, Air Force rank insignia, facing and marching maneuvers and commands, cadet pledge and honor code.

Knowledge of Aerospace Science and Leadership Academics.

Customs & Courtesies. Flag procedures; meaning, pledge, handling and saluting rules.

Demonstrated leadership potential and attitude. May include flight drill for officers and formation procedures for non-commissioned officers.

Participation in Corps activities, fund raisers, and community service.

Military Bearing and proper reporting procedures.

Evidence of successfully completing all responsibilities of the assigned position.

5.6 Promotion Board Procedures. Promotion boards will be a formal event which requires the cadet to report in to the TX-20011 promotion board staff. Cadets will stand, at attention, in front of the Group Commander. The Group Commander will instruct you to face one of the other members of the staff. For example, the group commander may instruct you to "Face your Squadron One Commander." At that time, you will execute the appropriate facing movement and face the Squadron One Commander. You will be

asked a series of questions from the senior staff. Questions will be based on the areas listed above. Once the senior staff has finished asking you questions, you will be instructed to report out. You will report out, execute the appropriate facing movement and leave the room in a professional, military manner. The senior staff will make a recommendation for your promotion based on your performance and military bearing to the SASI. If you pass the promotion board, a special order will be typed up and you will be awarded your new rank during a special promotion ceremony.

5.7. TX-20011 Officer Selection Process. Sophomores and Juniors who are interested in a senior staff position will submit a written request to the current SASI stating their desire to hold an officer position for the coming year.

The written request should include what position(s) you desire, why you want the position(s), what will you, if you were chosen, will do with the position (your goals), what you will do to contribute to the Corps in that position.

At the end of the current school year, the senior staff will meet with SASI and ASI's and make recommendations for the officer selections for the next year. Selection will be based on the cadet's previous performance and involvement in TX-20011, academic standing, demonstrated leadership potential, maturity, disciplinary record, and community service commitment. The SASI will have final approval authority.

5.8. Spot Promotions. A cadet who serves with distinction on the cadet staff and whose rank is below that authorized for the position, may be promoted temporarily (spot) to any rank up to and including the authorized grade. Cadets receiving spot promotions must meet the criteria listed above. Spot promotions will be made to fill vacancies during the school year. Spot promotions will be made by the SASI as necessary to fill leadership voids.

5.9. Demotions. Any cadet can be removed from a position or demoted to a lower rank for failure to meet responsibilities of their position or rank. The following conditions will result in a demotion of rank and/or position.

Any officer (cadet commissioned or noncommissioned) placed in PASS, which is considered bad conduct, will lose his/her rank for two grading periods.

Any officer (commissioned or noncommissioned) placed in PASS for an extreme disciplinary problem will lose their rank and position indefinitely.

Any officer (commissioned or noncommissioned) who does not follow the rules of the two-strike policy will lose his/her rank.

Any officer (commissioned or noncommissioned) who fails to meet all the responsibilities of the position or fails to enforce the standards of this guide will revert to their permanent rank and be removed from their position.

5.10. Transferred Cadets. Cadets transferring to TX-20011 may hold the same permanent rank held when departing the previous JROTC unit, regardless of branch of service. Cadets transferring from other than Air Force JROTC units may convert their rank to ARJROTC cadet rank of equal value. Awards and decorations from other service JROTC units may be worn below AFJROTC awards and decorations. Authorized Civil Air Patrol (CAP) ribbons will be worn below other service JROTC ribbons.

CHAPTER 6 - AWARDS AND DECORATIONS

6.1. General. A number of distinctive awards are authorized for AFJROTC cadets in recognition of outstanding performance in academics, leadership, and for specific displays of valor. The AFJROTC and TX-20011 criterion for these awards are detailed below. Awards will be presented at appropriate ceremonies throughout the year. Cadets may also wear ribbons awarded to them throughout the Air Force Civil Air Patrol or another service JROTC program.

6.1.1 Letter Jackets. Cadets may earn a ROTC Letter Jacket by participating on the Drill Team, Color Guard, Saber Team, Physical Training, or any other JROTC events that promote community service. Cadets are responsible for keeping track of their point totals toward letter jackets. Team Commanders are responsible for keeping track of practice attendance for point totals toward a letter jacket. (See attachment 12)

6-2. AFJROTC Valor Awards.

6.2.1 Gold Valor Award. The Gold Valor Award is awarded for voluntary acts of self-sacrifice and personal bravery by a cadet, involving conspicuous risk of life above and beyond the call of duty.

6.2.2. Silver Valor Award. 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.

6.3. Cadet Humanitarian Award. The Humanitarian Award recognizes humanitarian effort and/or performance involving actions above and beyond the call of duty.

6.4. National Organization-Sponsored Awards. A list of the requirements for the national awards is contained in AFROTCI 36-2001. To be eligible, a cadet must meet all of the requirements, whether it is for academic or moral standing. The national awards are listed below.

Air Force Association (AFA) Award
Daedalian Award
American Legion Scholastic Award
American Legion General Military Excellence Award
Daughters of the American Revolution (DAR) Award
American Veterans (AMVETS) Award
Reserve Officers Associations (ROA) Award
The Military Order of World Wars (MOWW) Award
The Retired Officers' Association (TROA) Award
Veterans of Foreign Wars (VFW) Awards
National Sojourners Award
Sons of the American Revolution Award

Scottish Rite, Southern Jurisdiction Award
Military Order of the Purple Heart (MOPH) Award
Air Force Sergeants Association Achievement Award
Sons of Union Veterans of the Civil War
Tuskegee Airman Inc. AFJROTC Cadet Award

6.5. AFJROTC Sponsored Awards. The following AFJROTC awards are available to TX-2011 cadets who meet the criterion.

6.5.1. Outstanding Cadet Ribbon. This ribbon is awarded annually to the outstanding AS-1, AS-2, AS-3, and AS-4 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.

6.5.2. Leadership Ribbon. This award is for outstanding performance in a position of leadership as an AFJROTC cadet in corps training activities. This award is limited to 5% of the eligible group to ensure recognition of cadets who have displayed outstanding leadership ability above and beyond the normal expected performance.

6.5.3. Achievement Ribbon. The SASI awards the Achievement Ribbon for significant achievement as deemed appropriate. This award is limited to 5% of the cadet corps. Individuals may not receive more than one ribbon during a one-year period.

6.5.4. Superior Performance Ribbon. This ribbon is awarded annually for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC. The award is presented for a single or sustained performance of a more superior nature. This award is limited to 10% of the cadet corps to ensure recognition of achievements and services, which are clearly outstanding and unmistakably exceptional when, compared to similar achievements and accomplishments of other AFJROTC cadets.

6.5.5. Distinguished Unit Award. This ribbon is awarded to cadets who are part of the AFJROTC unit during the period the unit won the award. Authorized cadets may continue to wear the award as long as they remain in AFJROTC.

6.5.6. Commander's Unit Award. This ribbon is awarded to cadets who were part of the AFJROTC unit during the period the unit won the award. Authorized cadets may continue to wear the award as long as they remain in AFJROTC.

6.5.7 Academic Ribbon. This ribbon is awarded for academic excellence as signified by attaining an overall "B" average and an "A" average in AFJROTC for one semester.

6.5.8. Outstanding Flight Ribbon. This ribbon is awarded each semester to TX-20011 cadets of the outstanding flight. TX-20011 outstanding flights will be determined based on: the flight's average of cadets wearing the uniform on uniform day (with minimum discrepancies), providing the maximum community service hours, achieving the highest academic average, having the highest daily attendance rate, and having the lowest

disciplinary action rate (suspensions, lunch detentions, and PASS).

6.5.9. Leadership School Ribbon. This ribbon is awarded for completion of an approved AFJROTC Summer Leadership Program of at least 5 days in duration.

6.5.10. Drill Competition Ribbon. This ribbon is awarded to drill team members for placing in an Air Force or Joint Service drill meet.

6.5.11. Orienteering Competition. This ribbon is awarded to team members for placing in any orienteering competition.

6.5.12. Co-curricular Activities ribbon with Silver Leadership Star. This ribbon is awarded for leadership in AFJROTC co-curricular activities (Dining-In Chairperson, Military Ball Chairperson, etc.) Recipient must have demonstrated exceptional leadership attributes in achieving objectives through the coordinated efforts of others.

6.5.13. Drill Team Ribbon. This ribbon is awarded for distinguished participation in at least 75% or 10 events, whichever is lower, of all scheduled drill team events.

6.5.14. Color Guard Ribbon. This ribbon is awarded for distinguished participation in at least 75% or 10 events, whichever is lower, of all scheduled Color Guard events.

6.5.15. Saber Team Ribbon. This ribbon is awarded for distinguished participation in at least 75% or 10 events, whichever is lower, of all scheduled Saber Team events.

6.5.16. Service Ribbon. This ribbon is awarded for distinctive performance in school participation in a service project which contributed significantly to the goals of the community, or AFJROTC service projects, serving a total of 60 hours. It is limited to members who are active in the organization. Participation in Drill Teams, Saber Team, or Color Guard does not qualify for the service ribbon.

6.5.17. Recruiting Ribbon. This ribbon is awarded for outstanding effort in the support of unit recruiting activities. Except as noted below, it is limited to 10% of the cadet corps each academic year. TX-20011 cadets may earn the ribbon by participating in a major recruiting event or providing proof that they recruited four cadets whom satisfactorily completed one AFJROTC course at FMHS.

6.5.18. Activities Ribbon. Awarded for participation in co-curricular activities other than Drill, Color Guard, Saber teams. These include, but are not limited to orienteering teams, model rocketry clubs, AFJROTC academic teams, and AFJROTC sports teams.

6.5.19. Attendance Ribbon. This ribbon is awarded to TX-20011 cadets with no more than 4 excused days of absence (eight class periods) and no unexcused absences in an academic term.

6.5.20. Good Conduct Ribbon. This ribbon is awarded to TX-20011 cadets with no

suspensions/ADAPT days of any kind, no lunch detentions, and no adverse reports from other FMHS staff or faculty in an academic term.

6.5.21. Dress and Appearance Ribbon. This ribbon is awarded for wearing the uniform on all designated uniform days and conforming with all AFJROTC dress and appearance standards. This ribbon is limited to 25 percent of the cadet corps.

6.5.22. Longevity Ribbon. This ribbon is awarded for completion of each AS year.

6.5.23. Flight Solo Badge. This badge is awarded to any cadet who has a solo flight endorsement by a certified flight instructor for either powered or non-powered aircraft.

6.5.24. Flight Certificate Badge. This badge is awarded to any cadet who possesses a private pilot's certificate for either powered or non-powered aircraft.

6.5.25 Ground School Badge. This badge is awarded to TX-20011 cadets who have satisfactorily passed the TX-20011 Aviation Ground School resident course or another AFJROTC Honors Ground School curriculum.

6.5.26. Aerospace Education Foundation (AEF) Academic Cadet Award. Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining an overall 3.3 grade point average with no grade below "C" on their transcript.

6.5.28. Model Rocketry Badge. This badge is awarded to a cadet who completes the TX-20011 Model Rocketry Club course of instruction in rocketry.

6.5.29 Distinguished AFJROTC Cadet Award. This award is awarded annually to one AS III cadet at the end of the school year. Prior to presentation, the recipient must hold the AFJROTC Achievement Ribbon, Leadership Ribbon, Superior Performance Ribbon, Academic Ribbon, Co-curricular Actives Ribbon with Silver Star, and the Service Ribbon.

CHAPTER 7 - AIR FORCE JUNIOR ROTC UNIFORM

7.1. Wearing the Uniform.

The AFJROTC cadet uniform is, with certain exceptions, the same as that worn by active duty personnel. The reputation of the United States Air Force, as a professional military organization, is known worldwide and has no equal. The uniform you wear is a symbol of that reputation. **WEAR IT CORRECTLY AND PROUDLY!** You must keep your uniform clean, neat, and in good condition. The TX-20011 weekly uniform day is **Wednesday**. Exceptions to this policy will be announced in advance by the SASI/ASI. You are required to remain in uniform the entire day, unless excused by the SASI/ASI.

7.1.1 Uniform Guidelines. Wear the uniform as prescribed in AFROTCI 36-2001. Attachments to this guide outline authorized uniform combinations. When participating in orientation flights or field trips, you are required to wear the uniform combination prescribed by the SASI/ASI.

7.1.2 Uniform Issue. After being issued the Air Force uniform, you will acknowledge receipt for items by signing a uniform issue receipt. By signing this receipt, you agree to exercise all reasonable caution and care to assure that items of Air Force property are cared for and not damaged due to carelessness, neglect, improper cleaning and/or laundering methods. Furthermore, you are required to return all uniform items, cleaned and laundered (in the plastic bag) to the SASI/ASI upon demand or at the time that you are no longer enrolled in the FMHS AFJROTC program. You will pay the Air Force for any lost or willfully damaged uniform item(s).

7.1.3. Weekly Uniform Wear and Inspection. Your uniform must be worn as prescribed in AFROTCI 36-2001 and the attachments to this guide. Your instructor will tell you which uniform combination is to be worn for weekly inspections. You will be graded on your appearance on all weekly inspection days. This grade will be part of your Leadership grade. The grade will include uniform appearance and condition, placement of insignia and patches, condition of shoes, military bearing, hair and grooming. Other inspection requirements are listed on the TX-20011 weekly inspection checklist. You will be briefed on all inspection requirements during your freshman year and as changes occur to the inspection requirements.

7.1.4 Uniform Inspection Grading and Consequences. It is your responsibility to insure that your uniform is available and in inspection condition on the designated uniform day. There is a maximum of 100 points for proper wear of the uniform on the weekly uniform day. Each uniform discrepancy will reduce your grade by 5 ó 25 points, depending on the discrepancy. Should you not wear the uniform on the weekly uniform inspection day, you will be allowed two makeup days per semester. Failure to wear the uniform three times or more during a semester will result in a grade of 000, each time, and the grade can not be made up.

7.2 Optional Uniform Items. Optional uniform items are items that were not issued to the cadet by TX-20011 but are authorized for wear by the SASI under certain conditions. The only optional items for TX-20011 cadets are service caps and corfram shoes. The TX-20011 cadets are authorized to wear service caps and corfram shoes on regular uniform days.

7.3. Special Uniform Items. Special uniform items are uniform items issued to special teams such as the Color Guard, Drill Team, and Saber Team.

Only one cord is authorized on the uniform. Cadet officers (commissioned and non-commissioned) will only be assigned one cord for weekly uniform wear, either a staff cord, team commander cord, or a team cord, not one of each. During special events, team commanders will wear the highest cord authorized. Team members will wear the team cord. Other items such as berets, boots, ascots and belts, will be worn only during performances and are not authorized for regular, weekly wear. All special uniform items must be approved by AFJROTC and the SASI/ASI before wear.

7.3.1 TX-20011 Cords

To obtain a cord within TX-20011, cadets must either:

Be a member of the cadet staff

Be a drill team commander

Place in a competition and be an active member on drill teams

The different types are as follows:

Drill Team Members

-Blue and Silver Braid with single tassel

Drill Team Commanders

-Blue and Silver Braid with two loops, single tassel, and four leaf clover knot.

Squadron Commanders, Inspector General, Executive Officer

-Two Blue and Silver Braid with two loops

Senior Enlisted Advisor

-Two Blue and Silver Braids

Deputy Group Commander, Group Commander

-Two Blue and Silver Braids with two loops and two tassels

7.4 Additional Uniform Wear Requirements. You will not wear a mix of cadet uniform and civilian clothing items. If you have a legitimate excuse (medical) for not wearing certain uniform items, shoes for example, you must have an SASI/ASI waiver of uniform requirements.

TX-20011 cadets with all uniforms must wear the standard USAF blue clutch-design nametag.

Do not place articles under the shoulder strap of the shirt or coat.

Carry books and other objects in your left hand to free the right arm for saluting.

You may not hitch hike, perform hard labor, or engage in sports activities while wearing the uniform.

Because you wear the official United States Air Force uniform, objectionable behavior in public can create unfavorable public reaction toward the AFJROTC program and the United States Air Force. Conversely, proper conduct can create and sustain favorable public reactions that will enhance the cadet corps image.

7.5. Male Uniform and Grooming Standards. You will not wear, or carry, exposed on the service uniform, articles such as handkerchiefs, pencils and pens, watch chains, pins, jewelry, wallets, combs, cigars, pipes, cigarettes, and sunglasses. You may wear wristwatches that are within one inch thick, identification bracelets, and no more than three rings. You may wear conservative sunglasses, but not in military formations.

You will keep your fingernails neat, clean, and trimmed.

Your face must be clean shaven, but a mustache is permitted. Mustaches must be neatly trimmed, must not extend downward beyond the lip line of the upper lip and may not extend sideways beyond a vertical line drawn upward from the corner of the mouth. When a physician prescribes that a patient not shave, the beard must be kept trimmed symmetrically and all beard hairs must be kept trimmed so that they do not protrude more than one quarter inch from the skin surface of the face.

7.5.1. Hair. Your hair will have a tapered appearance on both sides and back, both with and without headgear. A tapered appearance is one that when viewed from any angle outlines the individual's hair so that it conforms to the shape of the head, curving inward to the natural termination point. A block cut is permitted with tapered appearance. Hair will not touch the ears and only closely cut or shaved hair on the back of the neck may touch the collar. Hair will not exceed 1 inch in bulk.

Sideburns must be neatly trimmed in the same manner as the hair, must not extend beyond the bottom of the ear opening, must be straight and even in width, and end with a clean shaven, horizontal line.

7.5.2. Trousers, Socks, Belt. Trousers will be trim-fitted with no bunching at the waist or bagging at the seat. Front of trouser leg will rest on the front of shoe or boot with a slight break in the crease; back of trouser legs will be approximately 7/8 inch longer than the front. Black socks must be worn.

7.5.3. Undershirts and Tie. Either a V-neck T-shirt or undershirt is authorized. The tie must be worn with the long sleeve shirt and the Service Dress Coat.

7.6. Female Uniform and Grooming Standards.

You will not wear, or carry, exposed on the uniform, pencils, pens, handkerchiefs and jewelry, including ankle bracelets or thumb rings. You may wear wristwatches, identification bracelets, and bracelets no bigger than one inch that are not considered distracting or dangerous. If earrings are worn, they can only be silver, pearl, diamond or gold studs. You may only wear one earring per earlobe. You can wear three rings at one time. You may wear conservative sunglasses, except in military formations.

7.6.1. Hair. Your hair will be styled to present a professional appearance. Plain and conservative pins, combs and headbands, elastic bands, and barrettes are permitted to keep hair in place and must be similar to the individual's hair color. Hair will not extend below the bottom edge of the shirt collar at the back of the neck. Hair will not exceed three inches in bulk or prevent proper wear of headgear.

7.6.2. Cosmetics. Cosmetics must be conservative and in good taste. Nail polish must be conservative, single color and in good taste. The nails can be colored red or be given a French manicure; they may not be colored blue, silver, or any other non-conservative color.

7.6.3. Hose and Undergarments. Hose will be commercial, sheer, nylon in a neutral, dark brown shade that complement the uniform and individual's skin tone. Do not wear patterned hose. Undergarments are mandatory with all uniforms. Undergarments will not be visible at the neck when worn with an open collar. You may wear the white crew-neck style undershirt when wearing closed collar service and dress uniforms.

7.6.4. Slacks, Skirt, and Socks. Slacks will fit naturally over the hips with no bunching at the waist or bagging at the seat. The bottom front of slack leg will rest on the front of the shoe with a slight break in the crease. The back of the pant leg is approximately 7/8 of an inch longer than the front. Skirt will fit naturally over the hips. Skirt must not be too tight or too baggy. Skirt length will be no shorter than the top of the kneecap nor longer than the bottom of the kneecap. Socks or hose must be worn with slacks. If socks are worn, they must be black in color.

7.6.5. Shoes. Pumps, if worn, will be no higher than two inches measured from the inside sole of shoe to the end of heel lift. Do not wear shoes with platform soles, extra-thick soles or heels. Shoes will be plain, black, commercial design without ornaments such as, buckles, bows, and straps. Shoes will be smooth, scotch grained leather or man-made material, patent or high gloss finish

7.6.6. Tie Tab. Tie tab must be worn with the long sleeve blouse and Service Dress Coat.

7.7. Insignia, Patch, and Badge Placement. The appendix to this guide describes the proper placement of all insignia, patches, and badges authorized for the uniform. Cadets will be inspected on the proper placement of these items.

CHAPTER 8 - AIR FORCE JROTC AIRMAN BATTLE UNIFORM (ABU)

- 8.1. Wearing the Uniform.** The Airman Battle Uniform (ABU) is, with certain exceptions, the same as that worn by active duty personnel. The exceptions include differences in cover, patches, undershirt, and boots. In order to maintain regulation with Air Force JROTC, the following expectations of the uniform must be met. You may wear your ABU during any regular uniform day, with the exception of one week during the month, which must be reserved for the use of the regular blue uniform. You are required to wear the uniform the entire day, unless excused by the SASI/ASI.
- 8.2. Uniform Guidelines.** The ABU follows the same guidelines set in chapter seven of the cadet guide. Specifically, section 7.1.1 through section 7.1.4.
- 8.3. Differences in Uniform.** This section involves the description of required measures taken to differentiate the ABU used by that of Junior ROTC to that of active duty Air Force.
- 8.3.1 Boots.** The regulation boots that will be worn with the ABU will be plain black leather boots. The boots will have to be shined at the tip/all the way around.
- 8.3.2 Patches.** The patches that will be worn on the ABU will only consist of the nametag on the wearer's right, and a "AFJROTC" patch on the wearer's left.
- 8.3.3 Cover.** There are two different covers that may be worn on the ABU used to differentiate AS grades. Juniors will be required to wear the TX-20011 unit baseball cap. Seniors will have the option of wearing a white beret. In order for the berets to be worn, they must be first shaped to the wearer's head as well as have the officer flight cap insignia on the beret. Seniors may also have the option of wearing the TX-20011 unit baseball cap.
- 8.3.4 Undershirt.** The undershirt that will be worn with the ABU will be a light sage undershirt. This shirt must be kept clean and tucked in at all times.
- 8.3.5 Belt.** The belt that will be worn with the ABU will be the proper tan belt. The belt must be worn to the same guidelines as the one worn with the blue uniform in terms of girth line.
- 8.4. Rank.** The rank that will be worn on the ABU for enlisted will be their current metal rank, worn at the collar, centered side to side and top to bottom. The rank that will be worn on the ABU for officers will be the mini metal ranks, worn at the collar, centered side to side and top to bottom.

AIR FORCE JUNIOR ROTC BADGES



OFFICERS
FLIGHT CAP
AND BERET
INSIGNIA



OFFICERS
SERVICE CAP
INSIGNIA



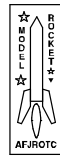
GROUND SCHOOL
BADGE



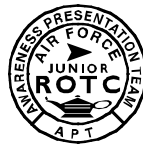
FLIGHT SOLO
BADGE



FLIGHT CERTIFICATE
BADGE



MODEL ROCKETRY
BADGE



AWARENESS
PRESENTATION
TEAM BADGE



DISTINGUISHED
AFJROTC
BADGE



ACADEMY OF
MODEL AERONAUTICS
SILVER WINGS



KITTY HAWK
AIR SOCIETY
BADGE



AEF BADGE



SHOULDER TABS

Attachment 2

AIR FORCE JUNIOR ROTC INSIGNIA

CADET OFFICER RANK



SECOND
LIEUTENANT



FIRST
LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT
COLONEL

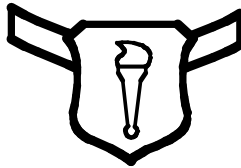


COLONEL

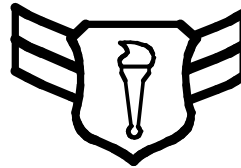
CADET AIRMAN RANK

(no rank insignia)

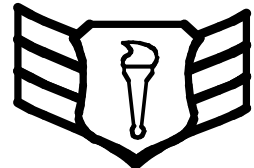
AIRMAN BASIC



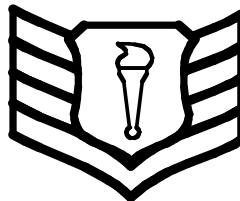
AIRMAN



AIRMAN
FIRST CLASS



SENIOR
AIRMAN



STAFF
SERGEANT



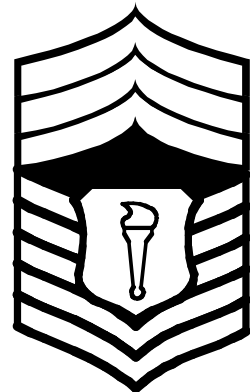
TECHNICAL
SERGEANT



MASTER
SERGEANT



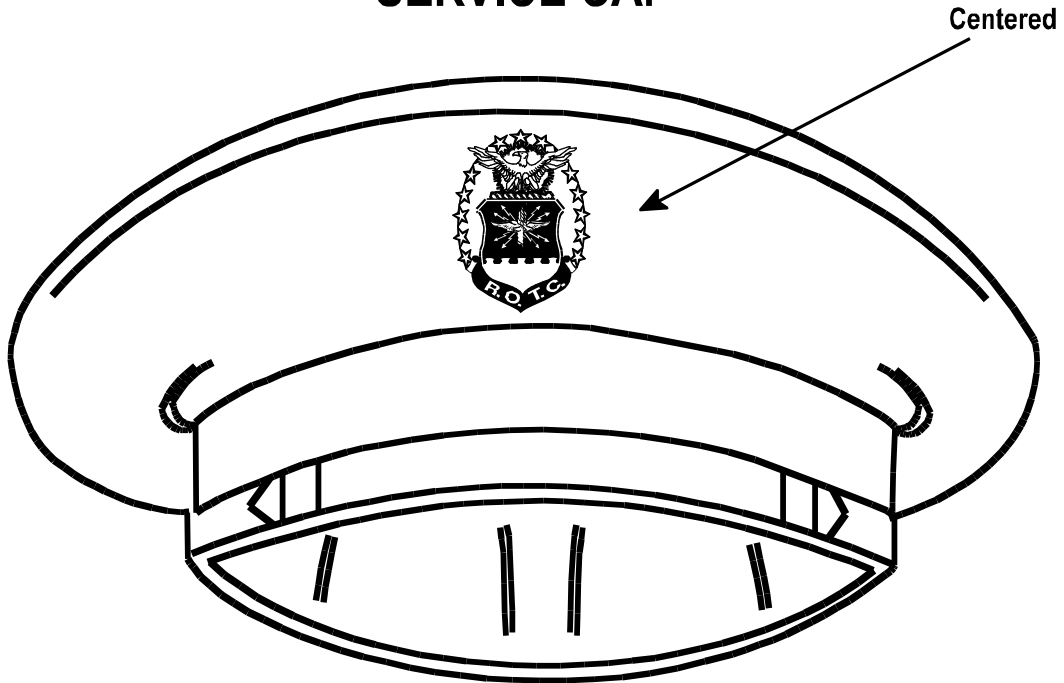
SENIOR
MASTER
SERGEANT



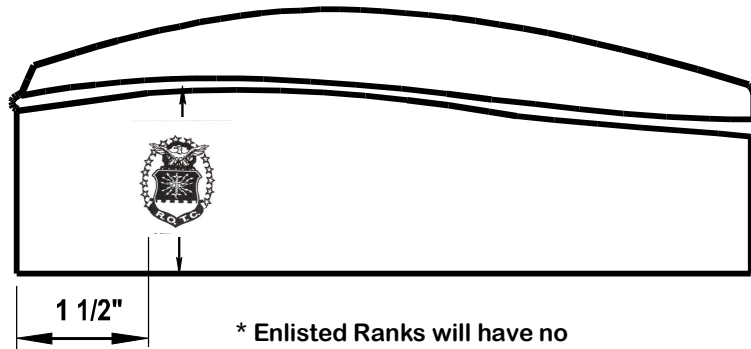
CHIEF
MASTER
SERGEANT

CADET MALE HEADGEAR

SERVICE CAP



FLIGHT CAP



centered top to bottom and
1 1/2 inches from front of cap

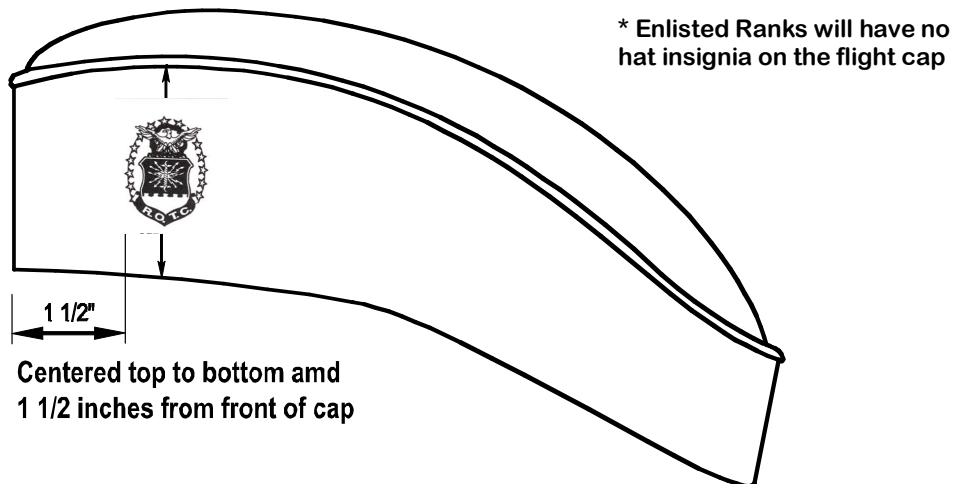
Officers wear hat insignia with stars

CADET FEMALE HEADGEAR

SERVICE CAP



FLIGHT CAP

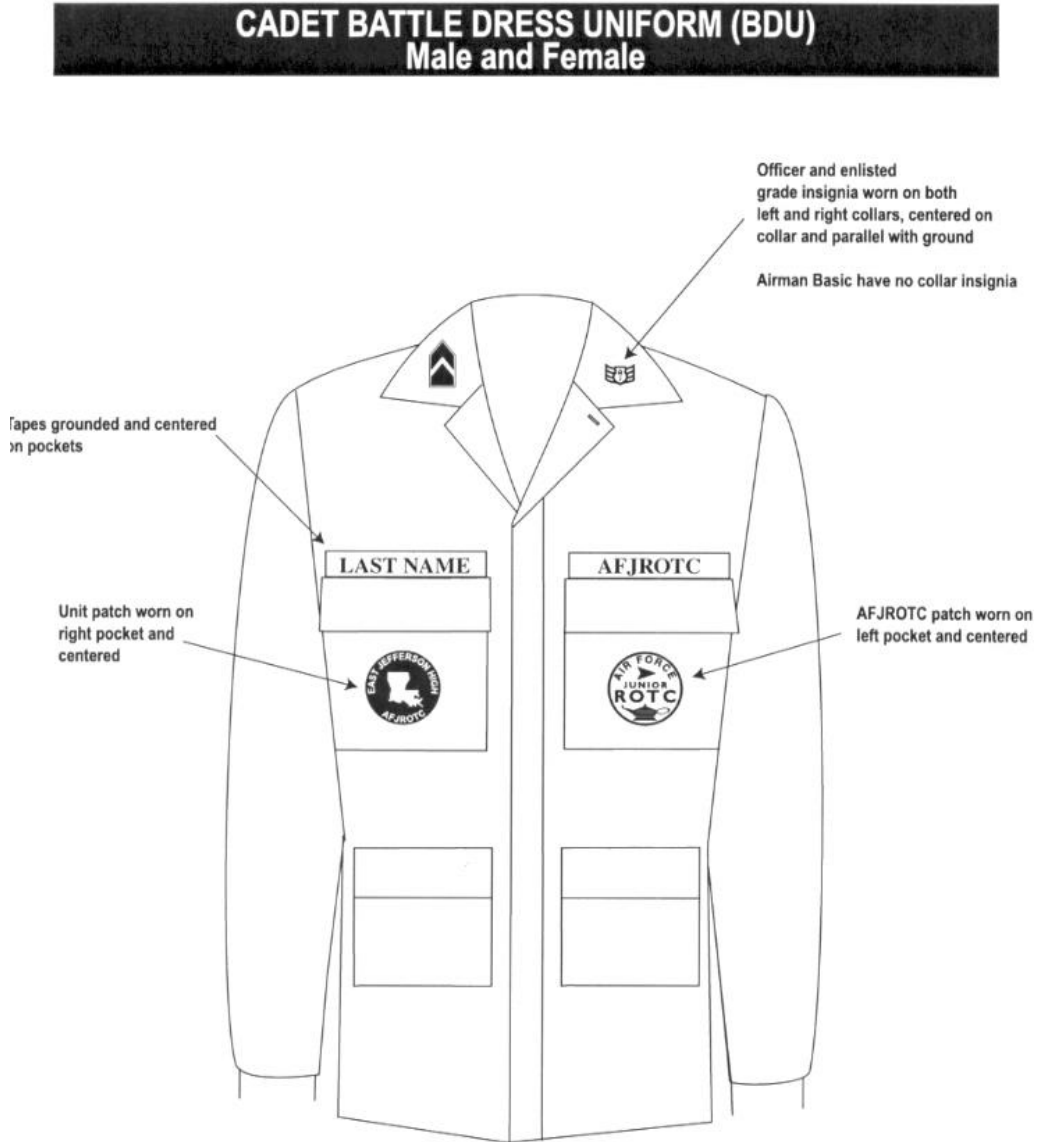


Officers wear hat insignia with stars
Insignia without stars is worn by enlisted

Attachment 5

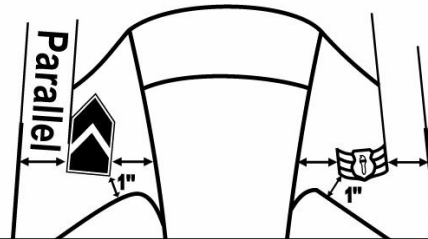
Cadet Airman Battle Uniform (ABU) Male/Female

The ABU uniform is the same as the green camouflage BDU except the ABU does not have the unit patch or the AFJROTC patch on the pockets.



Attachment 6

CADET LIGHTWEIGHT BLUE JACKET

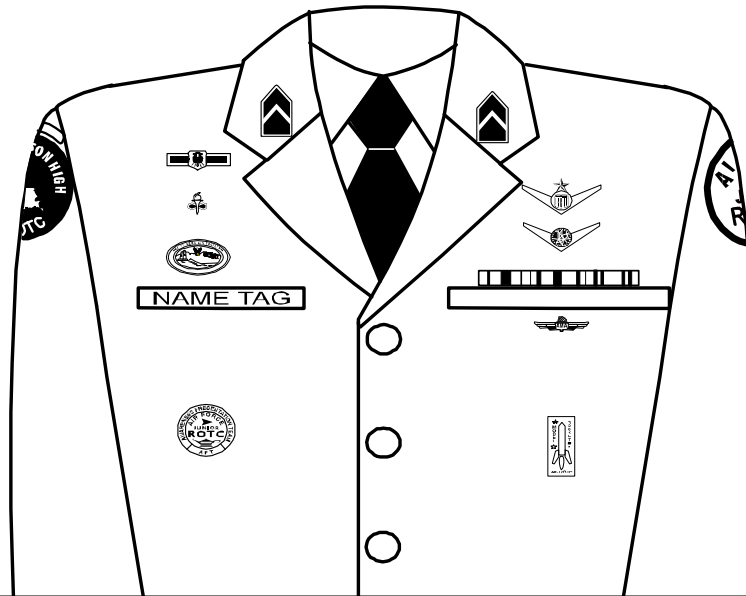


1. (Officers only) When placing rank on epaulet instead of collar, use standard size metal rank, center on epaulet 5/8 in from shoulder seam.
2. Shoulder tabs are centered between unit patch and shoulder seam. If no patch, then 1 1/2 below shoulder seam.
3. Unit patch on right sleeve 1/2 to 1 inch below shoulder seam and centered.
4. Grade insignia (officer and enlisted) is worn on both left and right collar. Airman Basic have no collar insignia.
5. Optional item: center vertically between the shoulder seam and where the underarm side seam joins the armhole sleeve and center horizontally between the center zipper and the sleeve armhole seam.
6. AFJROTC patch on left sleeve 1/2 to 1 inch below shoulder seam and centered.
7. Jacket will be closed to at least the halfway point.
8. Center insignia horizontally on collar. Place 1 inch from bottom of collar and parallel to the outer edge of the collar.

Attachment 7

CADET MALE 1620 SERVICE DRESS

Note: Cadets may wear the rank on both coat and shirt at the same time or only on the coat. The cadets must be in proper uniform at all times. If they have the coat on, the rank insignia must be on the coat. If they remove the coat, the rank must be on the shirt.

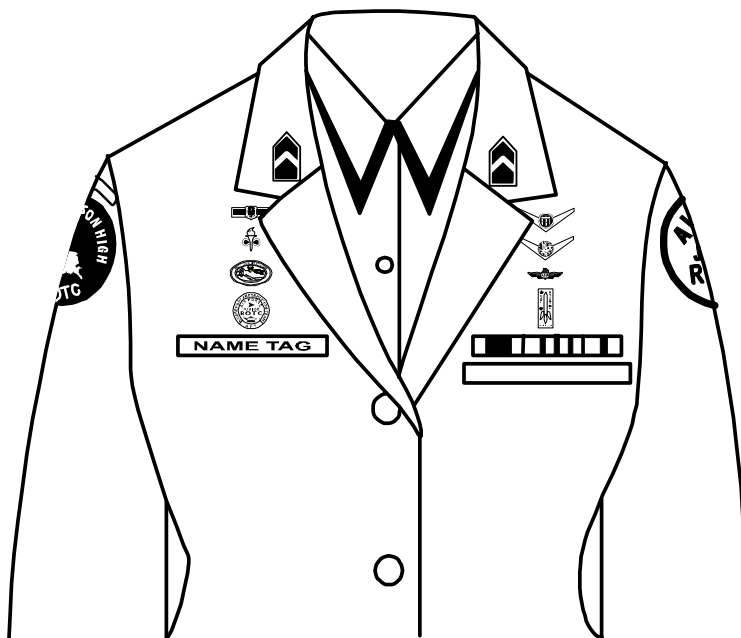


1. Awareness Presentation Team (APT) badge: Center on welt pocket 3 inches below the top.
2. Name tag: Center between arm seam and lapel with bottom edge parallel to top of welt pocket
3. Kitty Hawk Badge: see note 15.
4. Unit patch: Placed $\frac{1}{2}$ to 1 inch below shoulder seam and centered.
5. Shoulder tabs: Center between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
6. Aerospace Education Foundation (AEF) Badge: see note 15.
7. Distinguished Cadet Badge: see note 15.
8. Grade insignia (officer or enlisted) worn on both lapels. Airman Basic wear lapel insignia on both lapels. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. AFJROTC Patch: Placed $\frac{1}{2}$ to 1 inch below shoulder seam, and centered.
10. Flight Solo or Flight Certificate Badge: see note 15.
11. Ground School Badge: see note 15.
12. Ribbons: Center, on but not over edge of pocket. Wear 3 or 4 in a row. Wear all or some.
13. Academy of Model Aeronautic Wings: worn 1 inch below pocket.
14. Model Rocketry Badge: worn 2 inches below AMA Wings or 3 inches below pocket if no AMA Wings are worn.
15. First badge placed $\frac{1}{2}$ inch above name tag or ribbons and is centered horizontally. Additional badges placed $\frac{1}{2}$ inch above previous badge.

Attachment 8

CADET FEMALE 1620 SERVICE DRESS

Note: Cadets may wear the rank on both coat and shirt at the same time or only on the coat. The cadets must be in proper uniform at all times. If they have the coat on, the rank insignia must be on the coat. If they remove the coat, the rank must be on the shirt.



1. Name tag: authorized for wear and is to be centered on right side, even with to 1 1/2 inches higher or lower than the first exposed button.
2. Awareness Presentation Team Badge: see note 15.
3. Unit patch: center 1/2 to 1 inch below shoulder seam.
4. Shoulder tab: centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
5. Kitty Hawk Badge: see note 15.
6. Aerospace Education Foundation (AEF) Badge: see note 15.
7. Distinguished Cadet Badge: see note 15.
8. Grade insignia (officer or enlisted) worn on both lapels. Airman Basic wear lapel insignia on both lapels. Place insignia halfway up the seam, resting on but not over it. Bottom of insignia is horizontal with the ground.
9. Flight Solo or Flight Certificate Badge: see note 15.
10. Ground School Badge: see note 15.
11. AFJROTC Patch: center 1/2 to 1 inch below shoulder seam.
12. Academy of Model Aeronautic (AMA) Wings: see note 15.
13. Model Rocketry Badge: see note 15.
14. Ribbons: center ribbons resting on but not over edge of welt pocket. Wear 3 or 4 in a row. Wear all or some.
15. First badge placed 1/2 inch above name tag or ribbons (whichever is appropriate) and is centered horizontally. Additional badges placed 1/2 inch above previous badge.

Attachment 9

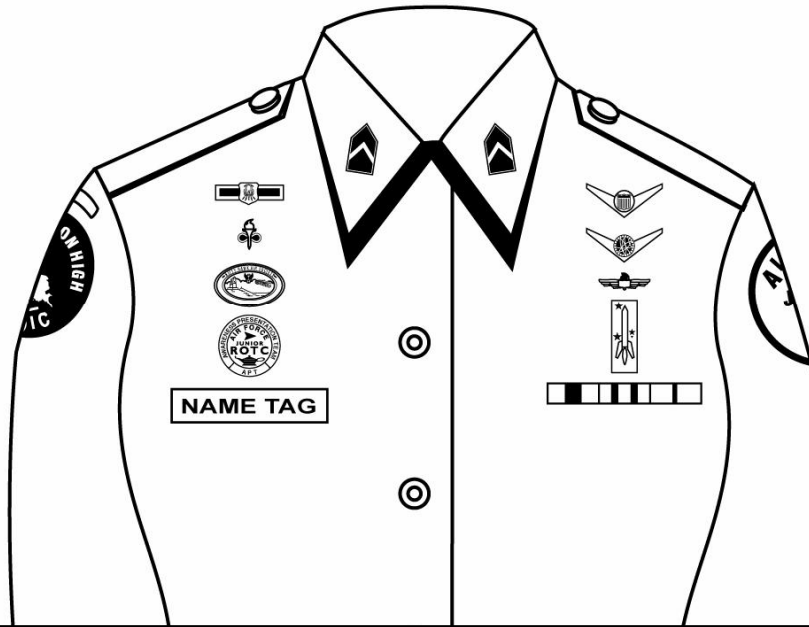
CADET MALE BLUE SHIRT



1. Awareness Presentation Team (APT) and Model Rocketry Badge are centered on the pockets on the appropriate sides as displayed above.
2. Name tag: authorized for wear and is to be grounded and centered over wearer's right pocket.
3. Unit patch: center $\frac{1}{2}$ to 1 inch below shoulder seam.
4. Shoulder tab: center between unit patch and shoulder seam. If no patch, then place 1 inch below shoulder seam.
5. Kitty Hawk Badge: see note 15.
6. Aerospace Education Foundation (AEF) Badge: see note 15.
7. Distinguished Cadet Badge: see note 15.
8. Grade insignia (officer or enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points toward the point of the collar. Officer top point of rank aligned with point of collar. Airman Basic have no insignia of any kind on the collar.
9. (Officers only) When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam.
10. Flight Solo or Flight Certificate Badge: see note 15.
11. Ground School Badge: see note 15.
12. Academy of Model Aeronautic (AMA) Wings: see note 15.
13. AFJROTC Patch: center $\frac{1}{2}$ to 1 inch below shoulder seam.
14. Ribbons: ground and center on pocket.
15. First badge placed $\frac{1}{2}$ inch above name tag or ribbons and is centered horizontally. Additional badges placed $\frac{1}{2}$ inch above previous badge.


Attachment 10

CADET FEMALE BLUE SHIRT




1. Name tag: authorized for wear and is to be centered on right side, even with to 1 1/2 inches higher or lower than the first exposed button.
2. Awareness Presentation Team Badge: see note 16.
3. Unit patch: center 1/2 to 1 inch below shoulder seam.
4. Shoulder tab: centered between unit patch and shoulder seam. If no patch, then 1 inch below shoulder seam.
5. Kitty Hawk Badge: see note 16.
6. Aerospace Education Foundation (AEF) Badge: see note 16.
7. Distinguished Cadet Badge: see note 16.
8. Grade insignia (officer or enlisted) worn on both left and right collar, centered side to side and top to bottom. Enlisted rank's bottom point of torch points toward the point of the collar. Officer top point of rank aligned with point of collar. Airman Basic have no insignia of any kind on the collar.
9. (Officers only) When using officer cloth rank on epaulets versus miniature metal rank on collar, place as close as possible to shoulder seam.
10. Flight Solo or Flight Certificate Badge: see note 16.
11. Ground School Badge: see note 16.
12. Academy of Model Aeronautic (AMA) Wings: see note 16.
13. AFJROTC Patch: center 1/2 to 1 inch below shoulder seam.
14. Model Rocketry Badge: see note 16.
15. Ribbons: Center, parallel with ground. Align with bottom of name tag. Or, if no name tag, align bottom of ribbons even with to 1 1/2 inches higher or lower than the first exposed button.
16. First badge placed 1/2 inch above name tag or ribbons (whichever is appropriate) and is centered horizontally. Additional badges placed 1/2 inch above previous badge.


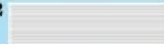








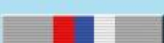




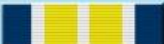








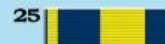

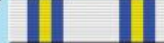





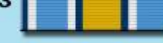
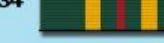





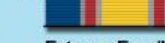











Attachment 11



AIR FORCE JUNIOR ROTC

Wear Your Ribbons Proudly & Properly



1  Air Force JROTC Valor Award (Gold)	2  Air Force JROTC Valor Award (Silver)	3  Cadet Humanitarian Award	4  Community Service with Excellence Award	5  Air Force Association Award
6  Daedalian Award	7  American Legion Scholastic Award	8  American Legion General Military Excellence Award	9  Daughters of the American Revolution Award	10  American Veterans Award
11  Reserve Officers Association Award	12  The Military Order of World Wars Medal	13  Military Officers Association Award	14  Veterans of Foreign Wars Award	15  National Sojourners Award
16  Sons of the American Revolution Award	17  Scottish Rite, Southern Jurisdiction Award	18  Military Order of the Purple Heart	19  Air Force Sergeant Association	20  Sons of Union Veterans of the Civil War
21  Tuskegee Airmen Inc. AFJROTC Cadet Award	22  The Retired Enlisted Association Award	23  The Outstanding Cadet Ribbon	24  Leadership Ribbon	25  Achievement Ribbon
26  Superior Performance Ribbon	27  Distinguished Unit Award	28  Aerospace & Technology Honors Camp Ribbon	29  Top Performer Award	30  Academic Ribbon
31  Outstanding Flight Ribbon	32  Leadership School Ribbon	33  Drill Competition Ribbon	34  Orienteering Competition Ribbon	35  Cocurricular Activities Leadership Ribbon
36  Drill Team Ribbon	37  Color Guard Ribbon	38  Sabre Team Ribbon	39  Service Ribbon	40  Extreme Excellence Challenge Ribbon
41  Recruiting Ribbon	42  Activities Ribbon	43  Attendance Ribbon	44  Good Conduct Ribbon	45  Dress & Appearance Ribbon
46  Longevity Ribbon	47  Gen Carl Spaatz Award (CAP)	48  Gen Ira C. Eaker Award (CAP)	49  Amelia Earhart Award (CAP)	50  Gen Billy Mitchell Award (CAP)
		51  Gen J.F. Curry Achievement Award (CAP)		

Attachment 12

TX-20011 LETTER JACKET CRITERIA			My points total	
Activity	Points	Total Possible Points/Yr	Fall / Spring	Fall / Spring
Parade	20	80	/	/
Football game	15	75	/	/
Clean-up	20	80	/	/
Team practices	1pt. / practice (max 125 / year)	125	/	/
Activities designed by SASI/ASI	5 to 35		/	/
Veteran's Day	10	20	/	/
Commander Positions	15	30	/	/
"A" JROTC Average	25	50	/	/
"B" FMHS Class Average	20	40	/	/
SLS (CTOs included)	60	60	/	/
Kitty Hawk Air Society	20	40	/	/
Academic Ribbon	15	30	/	/
Outstanding Flight Ribbon	10	30	/	/
* Competition-Placing				
1st	20		/	/
2nd	15		/	/
3rd	10		/	/
Total Possible points		660	/	/

Total points required for a letter jacket is **900**.

You must be in your 3rd year as a high school student to be eligible for a letter jacket.

* Depends on the number of competitions performed during the school year.

Attachment 13

TX-20011 CHAIN OF COMMAND

All cadets are required to know the meaning of "AFJROTC", their AFJROTC unit, and the TX-20011 chain of command. Keep this list current by filling out blank spaces in pencil, with the name and rank of each person.

COMMANDER-IN-CHIEF
 SECRETARY OF DEFENSE
 SECRETARY OF THE AIR FORCE
 CHIEF OF STAFF OF THE AIR FORCE
 AETC COMMANDER
 AIR UNIVERSITY COMMANDER
 AFOATS COMMANDANER
 AFJROTC COMMANDER
 SUPERINTENDANT / LISD
 PRINCIPAL / FMHS
 SASI
 ASI

President _____
 Honorable _____
 Honorable _____
 General _____
 General _____

