

# AFJROTC

FL-O31

“To develop citizens of character dedicated to serving their nation and community”

2023 - 2024



## Eau Gallie High School AFJROTC

Name: \_\_\_\_\_ Squadron: \_\_\_\_\_

FL-031 Cadet Corps Coordination Signature Sheet

SASI: \_\_\_\_\_

ASI: \_\_\_\_\_

CC/CC: \_\_\_\_\_

CC/CCC: \_\_\_\_\_

CC/CV: \_\_\_\_\_

By signing this document, the Senior Aerospace Science Instructor (SASI), Aerospace Science Instructor (ASI), Cadet Corps Commander (CC/CC), Cadet Command Chief Master Sergeant (CC/CCC), and the Cadet Vice Corps Commander (CC/CV), as the FL-031 AFJROTC leadership of the 2023-2024 academic school year, hereby approve and instate the standards held by this cadet guide. We as leaders by signing this paper agree that all decisions made, changes and fixes, will be within the guidelines of this cadet guide, and is in perfect shape to be used as an example frame for FL-031. This sheet's signatures are to be replaced every academic school year and/or when the cadet guide is edited in any way

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

## **PREFACE**

The Cadet Guide has been prepared to establish high standards of performance for the Eau Gallie High School AFJROTC, FL-031. These standards permit the entire cadet unit to work toward the common goals of leadership proficiency, group cohesion, and teamwork.

The Cadet Guide also provides specific details for the attainment of high standards of performance; for example: Air Force grooming requirements, proper fit of the uniform, placement of the insignia, school and classroom conduct, etc. We believe most cadets will voluntarily work for the betterment of FL-031 if they are aware of the GOALS of the unit.

You, as a cadet in AFJROTC, will be held ACCOUNTABLE for the information in this Cadet Guide, both in practical application and during periodic quizzes throughout the school year.

Remember, effective leadership starts with responsible followership.

"BEFORE YOU CAN LEAD, YOU MUST LEARN TO FOLLOW!"

## **AFJROTC MISSION STATEMENT**

To Develop Citizens of Character Dedicated to Serving their Nation and  
Community

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

## **The Star-Spangled Banner**

O say, can you see, by the dawn's early light,  
What so proudly we hailed, at the twilight's last gleaming;  
Whose broad stripes and bright stars, through the perilous fight,  
O'er the ramparts we watched, were so gallantly streaming;  
And the rocket's red glare, the bombs bursting in air,  
Gave proof through the night, that our flag was still there.  
O say, does that Star-Spangled Banner yet wave,  
O'er the land of the free, and the home of the brave.

O thus be it ever, when free men shall stand,  
Between their loved homes and the war's desolation;  
Blest with victory and peace, may the heav'n rescued land,  
Praise the Pow'r that hath made, and preserved us a nation!  
Then conquer we must, when our cause it is just;  
And this is our motto: "In God is our trust!"  
And the Star-Spangled Banner in triumph shall wave,  
O'er the land of the free and the home of the brave.

## **AIR FORCE HYMN**

Lord, guard and guide the men who fly, through the great spaces of the sky; be with them  
traversing the air, in darkening storms or sunshine fair.

Aloft in solitude of space, uphold them with thy saving grace. O God, protect the men who fly,  
through lonely ways beneath the sky. Amen

## **Air Force Song**

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

First Verse:

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 'em the gun!  
Down we dive, spouting our flames from under,  
off with one terrible roar.  
We live in fame or go down in flames,  
Nothing can stop the U.S. Air Force!

Chorus:

Here's a toast to the host of those who love  
the vastness of the sky.  
From a friend we send a message to our  
brother men who fly.  
We drink to those who gave their all of old,  
Then down we roar to score the rainbow's  
pot of gold.  
A toast to the host of those who boast,  
the U.S. Air Force.

Second Verse:

Off we go into the wild blue yonder,  
keep the wings level and true.  
If you live to be a gray-haired wonder,  
keep your nose out of the blue.  
Flying men, guarding our nation's borders,  
we'll be there followed by more.  
In echelon we carry on,  
Nothing can stop the U.S. Air Force.

CHAPTER ONE

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

## MISSION AND OBJECTIVES OF THE AFJROTC PROGRAM

The mission of the AFJROTC Program is to educate and train high school students in citizenship; promote community service; instill responsibility, character, and self-discipline; and provide instruction in air and space fundamentals.

To accomplish this mission, the AFJROTC Program is dedicated to the following Core Values. Core values are the foundation upon which a truly quality Air Force is built.

- \* **INTEGRITY**-- An unfaltering devotion to honesty, truthfulness, doing one's duty, and doing what is right, even when no one else is watching.
- \* **COURAGE**-- The quality of mind or spirit that enables a person to face difficulty or danger with firmness despite fear
- \* **PATRIOTISM**-- Devoted love, support and defense of one's country
- \* **COMPETENCE**-- Having the skill, knowledge and experience required to accomplish the task
- \* **TENACITY**--To persist in anything undertaken in spite of difficulty or obstacles
- \* **SERVICE**-- The giving of self to provide for the welfare of others

Air Force Core values are defined as: “Integrity first, service before self, and excellence in all we do.”

## CHAPTER TWO

“I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag.”

# AFJROTC CURRICULUM

The AFJROTC program is a four-year program for high school students. Each class contains two components, Aerospace Science (AS) and Leadership Education (LE). Drill and Ceremonies are taught as a part of the LE component of each class, as a separate, additional class, or an after school extracurricular activity. The following list shows some of the classes you might see offered. Our projected curriculum plan can be seen in Attachment 1.

## AEROSPACE SCIENCE

### AS-100: A Journey into Aviation History

- **Unit One:** Imagining Flight
- **Unit Two:** Exploring Flight
- **Unit Three:** Developing Flight
- **Unit Four:** Extending Flight

### AS-200: The Science of Flight: Gateway to New Horizons

- **Unit One:** How Airplanes Fly
- **Unit Two:** Working Through Flight Conditions
- **Unit Three:** Flight and the Human Body
- **Unit Four:** Flying from Here to There

### AS-220: Cultural Studies

- **Chapter One:** The Middle East
- **Chapter Two:** Asia
- **Chapter Three:** Africa
- **Chapter Four:** Russia
- **Chapter Five:** Latin America
- **Chapter Six:** Europe

### AS-300: Exploring Space

- **Unit One:** The Space Environment
- **Unit Two:** Exploring Space
- **Unit Three:** Manned & Unmanned Spaceflight
- **Unit Four:** Space Technology

### AS-310: Introduction to Astronomy

- **Chapter One:** History of Astronomy
- **Chapter Two:** The Earth
- **Chapter Three:** The Moon
- **Chapter Four:** Survey of the Solar System
- **Chapter Five:** The Terrestrial Planets
- **Chapter Six:** The Outer Planets

### AS-400: Management of the Cadet Corps

### AS-410: Survival

- **Unit One:** The Elements of Surviving
- **Unit Two:** Personal Protection
- **Unit Three:** Necessities to Maintain Life
- **Unit Four:** Orientation and Traveling

### AS-500: Aviation Honors Ground School

- **Part One:** Fundamentals of Flight
- **Part Two:** Flight Operations
- **Part Three:** Aviation Weather
- **Part Four:** Performance and Navigation

## LEADERSHIP EDUCATION

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**LE 100: Citizenship, Character, and Air Force Tradition**

- **Unit One:** Heritage, Organization, & Traditions
- **Unit Two:** Individual Self-Control
- **Unit Three:** Wellness and Fitness
- **Unit Four:** Citizenship in the United States

**LE 200: Communication, Awareness, and Leadership**

- **Unit One:** Learning, Communication, and Personal Development
- **Unit Two:** Building Personal Awareness
- **Unit Three:** Understanding Groups and Teams
- **Unit Four:** Preparing for Leadership

**LE 300: Life Skills and Career Opportunities**

- **Unit One:** Mapping Your Future
- **Unit Two:** Charting Your Financial Course
- **Unit Three:** Aiming Toward a College Degree
- **Unit Four:** Pursuing a Career

**LE 400: Principles of Management**

- **Unit One:** Management Techniques
- **Unit Two:** Management Decisions
- **Unit Three:** Management Functions
- **Unit Four:** Managing Self and Others

<b>WELLNESS EDUCATION</b>
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- **Cadet Health and Wellness Program [or locally developed physical exercise program]**
- **Selected health/wellness curricular from AFJROTC Leadership Education component material**

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## CHAPTER THREE

### ADMISSION, TRANSFER, AND DISENROLLMENT OF STUDENTS

1. To be eligible for enrollment and continuance in the AFJROTC program, each cadet must be:
  - a. Enrolled, attending and passing a regular course of instruction at Eau Gallie High School. Failure to maintain a passing average requires the SASI approval for continued enrollment.
  - b. Willing to actively participate in AFJROTC training.
  - c. Of good moral character.
2. Transfer students from other AFJROTC units will be admitted with full credit for training already received.
2. A cadet may be disenrolled for any of the following reasons:
  - a. Failure to maintain proper attitude/discipline.
  - b. Failure to wear the uniform.
  - c. Violation of the Cadet Honor Code (see chapter 10).
  - d. Refusing to cooperate with training (Physical Training/Drill).
  - e. Any form of hazing, harassment, or bullying.
3. Each cadet must comply with the rules and regulations of the AFJROTC Department and must accept responsibility for the care and maintenance of the Air Force JROTC uniform, textbooks, and other US Government and Eau Gallie High School property as specified in the course syllabus.

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## CHAPTER FOUR

### CONDUCT AND MILITARY COURTESY

1. **GENERAL CONDUCT:** Correct personal conduct will be observed always by cadets to reflect credit upon themselves, FL-031, and Eau Gallie High School. Cadets must refrain from using abusive, vulgar, obscene, or profane language. Cadets will not disrespect other cadets with insulting, inflammatory, insinuating, or defaming remarks or obscene gestures. Cadets will not indulge in horseplay such as hitting, slapping, sparring, or wrestling that frequently develops into undesirable behavior patterns. Cadets will not indulge in other forms of physical contact such as romantic **HAND HOLDING, HUGGING, KISSING, or EMBRACING** within the confines of the JROTC area or **ANYWHERE WHILE IN UNIFORM**. Cadets will be courteous and maintain lofty standards of conduct and behavior always. Faculty and administrative personnel hold cadets in high esteem and cadet conduct must not be demeaning to lose this respect.
2. **CLASSROOM PROCEDURE:** At the beginning of each period, cadets will enter the classroom, then proceed to their elements and assume the position of **PARADE REST**. When the tardy bell rings, or when the period begins, the Flight Commander will call the room to attention, then to Parade Rest to begin Attendance. Once Attendance is complete The Flight Commander will then command the flight to attention and call for the Guide-on-bearer will take their current flights Guide-On and post it in the correct position. Once the GOB has returned to their seat, the Flight Commander will call the Flight Sergeant front and center. The Flight Sergeant will request a formal verbal report from each Element Leader, and the Element Leaders (from 1<sup>st</sup> to 3<sup>rd</sup>) will reply with "SIR/MA'AM, ELEMENT \_\_\_ ALL PRESENT AND ACCOUNTED FOR." The Element Leader will receive a salute from the Flight Sergeant, acknowledging the Element Leader's reply. The Flight Sergeant will then salute the Flight Commander, in reply with "SIR, (the flight) FLIGHT, ALL PRESENT AND ACCOUNTED FOR." The Flight Commander will then tell the Flight Sergeant to post to their seat. The Flight will then recite the Honor Code with the Flight Commander and hold attention while the Flight Commander addresses the SASI/ASI, salute and say "SIR (your flight) FLIGHT ALL PRESENT AND ACCOUNTED FOR AND WAITING ON YOUR INSTRUCTIONS." Most commonly the SASI/ASI will reply and tell the Flight Commander to set the flight at ease and in their seats. Once the flight is QUIET, and in their seats, the learning state of the class has officially begun. Tardiness will result in action according to the Eau Gallie HS/AFJROTC tardy policy. Classroom instruction will be conducted with cadets sitting and at ease. Cadets will not sleep in class and will be attentive to instruction. Classroom distractions will be handled according to the discipline plan in the AFJROTC syllabus. Electronic devices such as cell phones, mp3 players, etc., will be turned off while in the JROTC classroom. Class is **NOT DISMISSED** until told to do so by proper authority.
3. **MILITARY COURTESY:** You will use "YES, SIR/MA'AM" and "NO, SIR, /MA'AM," when responding to the SASI, ASI, and Cadet Officers. When in uniform and covered, you will salute the SASI, any active duty uniformed officer and cadet officers. Failure to render the proper salute will result in corrective action.

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## Weekly Classroom Procedure

### **MONDAY:**

*SASI Leadership Lesson.*

### **TUESDAY:**

*Cadet Leadership Lesson.*

### **WEDNESDAY:**

*Drill Day and/or ASI Lesson.* The Flight's will practice and perfect the 30-Step Drill Routine and drill practices through the entire class period.

### **THURSDAY:**

*Physical Training Day.* Cadets will be required to dress out for PT during their period, and show their best performance during the exercises/games that have been provided to them by the Training Squadron.

### **FRIDAY:**

*Uniform Day.* All Cadets in the AFJROTC program will be required to wear their issued uniform for the entire school day. During the cadet's JROTC Class period, the Flight's will be inspected by the Flight Commander and the Flight Sergeant.

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## CHAPTER FIVE

### SALUTING RULES

1. The salute is simply a greeting between military personnel. It is also a symbol of respect. Military personnel consider the salute as a courteous and respectful greeting between members, and it is among the oldest traditions binding military professionals together.
2. Saluting Procedures: Raise the right hand smartly in the most direct manner while at the same time extending and joining the fingers. Keep the palm flat and facing the body. Place the thumb along the forefingers, keeping the palm flat and forming a straight line between the fingertip and elbow. Tilt the palm slightly toward the face. Hold the upper arm horizontal, slightly forward of the body, and parallel to the ground. Ensure the tip of the middle finger touches the outside corner of the right eyebrow or the front corner of glasses if worn. The rest of the body will remain at the position of attention. To complete the movement, bring the arm smartly downward, retracing the path used to raise the arm. Cup the hand as it passes the waist and return to the position of attention.
3. There are special rules at Eau Gallie High School governing the salute and saluting times with which you must become completely familiar.
  - a. We salute at Eau Gallie High School when in uniform and out-of-doors, before the bell for first period rings, and after the final bell. We also salute commissioned officers when on military installations and when on field trips. The lower ranking cadet initiates and holds the salute until it is returned or acknowledged.
  - b. Cadet airmen and NCOs will salute cadet officers.
  - c. If a cadet observes the American Flag passing (as in a parade) or being raised or lowered from any flag pole, he or she will assume the position of attention, render the hand salute and hold it until the flag has passed or reaches the summit or base of the staff. If the cadet is in civilian clothes, he or she will assume the position of attention with the right hand over the heart. If a cadet is wearing civilian headgear, he/she will remove it and hold it to his/her left shoulder so that the right hand is over the heart.
  - e. Cadet officers and NCOs should correct saluting violations in a courteous and helpful manner when such violations are made by cadet's junior to them. Repeated offenders will be subject to disciplinary action

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## CHAPTER SIX

### CADET EVALUATION

#### 1. **General Rules for Cadet Evaluation:**

All rating information will be treated as privileged information. The SASI/ASI may add a brief evaluation as an endorsement to any report. Academic/leadership grades are also key factors in the selection of cadets for promotions, awards and decorations, field trips, special events, ROTC scholarships and U.S. military academy appointments.

Unlike grading or evaluation in other courses, you will be evaluated on several factors prior to being promoted. Evaluation will be in accordance with Chapter 9, "Promotion/Demotion of Cadets." As in the active Air Force, you will be evaluated on the "whole person" concept with consideration given to each of the following qualities:

- Attitude and Military Bearing: What is the cadet's attitude toward the program? Does he/she show proper respect? Is the uniform worn properly?
- Academic: How well does the cadet perform on homework, quizzes, examinations, JROTC notebook, class projects, and presentations in class? Are projects and assignments completed on time and in a thorough manner?
- Organization: How well does the cadet function in positions of leadership in the organization? Has the cadet earned the respect of subordinates? Does the cadet give proper consideration to subordinates?
- Co-Curricular Activity: To what degree does the cadet carry interest and enthusiasm beyond the classroom? Does he/she demonstrate excellence in outside team/school activities?
- Responsibility: There are innumerable ways in which a cadet can demonstrate responsibility. The most evident measures of responsibility for JROTC evaluation purposes are the following: Promptness in arriving for classes and formation; Cadet preparedness to assignments; Cadet's responsibility for their actions.
- Service: Cadet's community service, school and civic organization activity
- Organizational Support: Cadet's performance of duties above and beyond those required.
- Physical Fitness: Cadet's participation in the Health and Wellness Program.

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## CHAPTER SEVEN

### CO-CURRICULAR PROJECTS

1. The Eau Gallie High School AFJROTC unit will be given the opportunity to participate in co-curricular projects to help reinforce the curriculum taught in the classroom.
2. Such projects may include:
  - A. Field trips to operational armed forces facilities, museums, airshows, etc.
  - B. Participation in local parades as marching units, Color Guards, Drill Teams, etc.
  - C. Community service and Fundraising events.
3. During such projects, all cadets are expected to be in uniform unless instructed otherwise. Proper military customs and courtesies, such as saluting will be practiced. Participation on field trips and co-curricular projects may be curtailed if a cadet has poor grades in any class and/or has had disciplinary issues. Cadets may not receive the credit of attending any such events due to lack of participation, disrespect or unreasonable behavior, all under the discretion of the commander of the event.

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## CHAPTER EIGHT

### CO-CURRICULAR CLUB ACTIVITIES

1. To build spirit and cohesion within FL-031, the Cadet Unit organizes and maintains specified co-curricular team activities. These team programs are designed to help cadets gain a better understanding of certain aspects of JROTC and the Air Force, and/or develop military technical skills.
2. Such activities may include, but are not limited to:
  - a. **MODEL ROCKETRY CLUB** – Cadets build and launch their own rockets. Participation can lead to the wearing of the Model Rocketry badge.
  - b. **HONOR GUARD** – A formal group of cadets who are highly dedicated to proper military bearing and drill performance. Cadets in Honor Guard will attend practices every Tuesday and Thursday afterschool until 1700 (5:00pm). The Honor Guard Practices with a Regulation Drill team that practices the Regulation drill sequence, usually a team that consists of AS-2's through AS-4's; Two Color Guard teams (Color Guard One, Color Guard Two) which is a four cadet team, that typically consists of AS-3's to AS4's, holding two rifles and two flags. All teams listed above compete in local drill competitions for trophies and to show off their skills. Participation in the drill team can lead to the award of the drill team ribbon, and participation in the color guard teams can lead to the award of the color guard ribbon. Cadets within Honor Guard must maintain an A average in JROTC.
  - c. **SABER TEAM** – A group of highly drill trained and dedicated cadets who attend high-end ceremonies and school events to present sabers for honored guests of the event to walk under. Cadets have many chances to join the saber team throughout the year, participation may be affected by grades, disciplinary issues, or evaluation scores.
  - d. **KITTYHAWK AIR SOCIETY** - National Honor Society which promotes service to the school and Eau Gallie's civilian community. Unit members assist squadron's cadets to obtain academic assistance if required through coordination with Eau Gallie High School's other academic clubs. Eligibility criteria includes an "A" in JROTC and a minimum "B" average in all school subjects. Participation can lead to the wearing of the Kittyhawk badge and special field trip privileges.

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- g. AWARENESS PRESENTATION TEAM (APT) – Provides presentations to junior high and elementary school classes on the negative effects of drugs and alcohol. Cadets also give an annual presentation to eighth grade students on the benefits of the JROTC program. Cadets may earn an APT Badge.
- 3. To participate in team programs, all cadets are required to obtain a parental/guardian approval for participation/travel. For trips, the SASI/ASI will specify the uniform to be worn, and any specific requirements. A cadet's participation may be affected by grades and/or disciplinary issues. Cadets may not receive the credit of attending any such events due to lack of participation, disrespect or unreasonable behavior, all under the discretion of the commander of the event.
- 4. Other clubs may be started within the Cadet Unit. If interested in starting an activity/club, outline the purpose, guidelines, budget, fund-raising activities, etc., in a written proposal and submit through the chain of command to the SASI/ASI for approval.

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## CHAPTER NINE

### PROMOTION/DEMOTION OF CADETS

1. Promotion provides constant challenge and motivation to members of the active Air Force. Experience has shown that promotion also commands attention and respect from members of AFJROTC. This attention and respect are proper since the insignia of promotion reflects visible evidence of progression and standing among fellow cadets. The rank insignia is evidence of growing maturity, and the ability and willingness to accept additional responsibility. It reflects growth of leadership and the ability to direct others toward the attainment of objectives that results in effective organizational efforts.
2. Promotions in the Eau Gallie High School AFJROTC are based on academic and military performance. Each cadet should understand how selections for various command and staff positions are made to permit equal opportunity for qualification.
3. The promotion system is patterned after the active Air Force and conforms to guidance provided by Headquarters AFJROTC. The following provisions apply:
  - a. Grade Rank: Rank is awarded based on years of satisfactory service in AFJROTC. The permanent maximum rank authorized for 1<sup>st</sup> year cadets is Cadet Airman First Class. 2<sup>nd</sup> year cadets are authorized Cadet Staff Sergeant. 3<sup>rd</sup> year cadets are authorized Cadet Master Sergeant. 4<sup>th</sup> year cadets are authorized the officer rank Cadet 2<sup>nd</sup> Lieutenant. 2<sup>nd</sup>, 3<sup>rd</sup>, and 4<sup>th</sup> year cadets can also receive officer ranks if they are on Cadet Staff. Ranks will be assigned near the end of each semester. Do respectfully note that cadets may not be promoted for various disciplinary reasons and may not reach the highest possible rank for their year.
  - b. Normally, cadets assigned to command and staff positions will not be awarded the highest rank authorized for these positions. This policy will allow promotion based upon actual performance in that position. The Unit Manning Document (UMD) authorizes the minimum and maximum grade structure and appears in Chapter 11 of the Cadet Guide.
  - c. No cadet will hold a grade higher than that authorized for their position. Exceptions will be made for 4<sup>th</sup> year cadets to permit them to retain the highest grade held in any position. Retention of the higher temporary grade will occur only if reassigned from that position to accommodate the cadet rotation system. The SASI may modify this grade retention policy for disciplinary reasons.

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4. The following policies govern appointments and promotions for FL-031:
  - a. Flight Commanders will evaluate the performance of their Flight with orders from the Inspector General, usually consisting of evaluation and testing, and submit to the board of selected officers, created by the Corps Commander/Vice Corps Commander. The promotion board will consider all cadets recommended for promotion and will submit this list to the Inspector General. After the Inspector General has inspected and approved the list, it will be presented to the Corps Commander/Vice Corps Commander. After the Corps Commander/Vice Corps Commander has inspected and approved the list, it will be presented to the Inspector General, then to be directly presented to the SASI/ASI. A proposed promotion order will then be made by the Inspector General and presented at the next upcoming Command Staff meeting. Promotions become effective when approved and signed by the Corps Commander, Vice Corps Commander, Command Chief Master Sergeant, ASI and the SASI.
  - b. To be eligible for an appointment to a unit position, a cadet must possess at least an academic "B" average (3.0 GPA). Cadets must also demonstrate high moral character, military bearing and have the leadership potential to assume positions of higher responsibility.
  - c. The SASI/ASI may rotate cadet's duties within the unit to maximize leadership experience, if necessary.
  - d. Cadet accelerated promotions for exceptional performance will be determined by the SASI/ASI following recommendations of the Corps Commander/Vice Corps Commander.
  - e. Members of the Corps Staff have evaluations and promotions based on a process more deeply explained on **Chapter Six** of the Cadet Guide. Cadet Officers and NCO's that are on the Corps Staff are eligible for *one* rank promotion per academic school year.
  - f. Although all positions come with a rank, some positions come with a rank that leaves with the end of the position's term. These are called Temporary Ranks. Once the cadet has finished the term, their temporary ranks will be removed, and they will receive the rank the cadet had before the temporary promotion, aka, their permanent ranks.
5. Again, we stress that the number of advanced positions of leadership are limited. There is only one Chief of Staff of the Air Force. Likewise, there can be only one Corps Commander at Eau Gallie High School. All the other roles and duties within the squadrons, however, are just as important and contribute to the overall effectiveness of the unit.

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6. Demotion of Cadet Officers and NCOs: Cadet officers and NCOs may be reduced in rank, reasons for demotion include:
  - a. Failure to maintain a passing grade in aerospace science or failure to maintain standards expected of a cadet officer/NCO. (High moral standards, Cadet Honor Code, etc.) These standards include conduct both in and out of school.
  - b. Failure to satisfactorily perform additional duties as required by the Cadet Commander, Vice Commander, or SASI/ASI.
  - c. Failure to be supportive of the program or to display a positive attitude.

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## CHAPTER TEN

### THE CADET HONOR CODE

**"I WILL NOT LIE, CHEAT, OR STEAL, NOR IN ANY WAY DISGRACE MYSELF, AFJROTC, OR THE UNITED STATES FLAG!"**

As a cadet you must set an example for others to follow. Your character must not only be above reproach, but also must be strong enough to sustain you in stressful situations. Your words and actions must be above question, because others will not follow someone they cannot trust.

Doing what is right is not always easy. Sometimes you have to pay a high price for having the courage to stand by your convictions. You, the cadet, must believe in yourself and in what is right. Being a leader involves having to make tough decisions and being able to carry them out regardless of the circumstances of the cadet code.

If you tolerate a violation, you are as guilty as the one that commits the offense. Toleration in this society will come easy and throughout life you will face temptation and urges that will encourage you to abandon your ideals. Some people have no problem with matters of conscience because they choose not to be ethical. In winning at all costs, however, the advantages are short-lived and the costs high.

The Cadet Honor Code is the cornerstone for ethical training. It is a minimum standard from which a cadet can evaluate and build his/her moral character throughout the years. It has proven to be the key factor in a cadet's overall professional development.

Make the Honor Code and personal integrity part of your life. Because you are a cadet, you will be given responsibility and you will be expected to perform. Only you can decide the path you will take. The cadet honor code prepares you for the rigors of life and plays a vital role in the never-ending development of your character.

Personal integrity is a common thread that links cadets of the past, present, and future. Integrity will enable you and others to accomplish the tremendous tasks you are asked to do as you meet the challenges of life.

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## CHAPTER ELEVEN

### UNIT MANNING DOCUMENT

#### COMMAND STAFF

#### Rank

Corps Commander	C/Lt. Col - C/Col
Vice Corps Commander	C/Major - C/Lt. Col
Inspector General	C/Major - C/Lt.Col
Command Chief Master Sergeant	C/CMSgt

#### SQUADRON COMMANDERS

Operations Squadron Commander	C/Captain - C/Major
Support Squadron Commander	C/Captain - C/Major
Logistics Squadron Commander	C/Captain - C/Major
Training Squadron Commander	C/Captain - C/Major

#### SQUADRON OFFICERS/NON-COMMISSIONED OFFICERS

Operations Squadron Officer	C/1 <sup>st</sup> Lt. - C/Captain
Support Squadron Officer	C/1 <sup>st</sup> Lt. - C/Captain
Logistics Squadron Officer	C/1 <sup>st</sup> Lt. - C/Captain
Training Squadron Officer	C/1 <sup>st</sup> Lt. - C/Captain

#### SUPPORT STAFF NON-COMMISSIONED OFFICERS

Public Affairs Officer	C/TSgt - C/ MSgt
Flight Commander	C/TSgt - C/ MSgt
Operations Squadron NCO	C/TSgt - C/ MSgt
Logistics Squadron NCO	C/TSgt - C/ MSgt
Information Management	C/TSgt - C/ MSgt

**ALL OFFICER POSITIONS ARE ELIGIBLE FOR ONE RANK UP PER ACADEMIC SCHOOL YEAR. ALL NCO POSITIONS THAT ARE RANKED AS CADET MASTER SERGEANT ARE ELIGIBLE FOR ONE RANK UP PER ACADEMIC SCHOOL YEAR.**

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## CHAPTER TWELVE

### CADET UNIT JOB DESCRIPTIONS

#### **CORPS COMMANDER**

Authorized rank: **C/ Lt. Col - C/ Col**

Develop specific policy and procedures for the day-to-day operation of the program.

Establish standards for AFJROTC unit operations, instructor qualifications and certifications, and cadet performance.

Establish procedures to annually evaluate the operation, administration, and effectiveness of the corps

When necessary, authorize substitution of noncommissioned officers for commissioned officers, and conversely, commissioned offers for noncommissioned officers when volunteers are unavailable and continuing the vacancy is deemed detrimental to the health of the unit.

#### **VICE CORPS COMMANDER**

Authorized rank: **C/ Major - C/ Lt. Col**

Overall Kitty Hawk Commander and conducts all Kitty Hawk Team Events.

In the absence of the Corps. Commander, be responsible for all duties listed under Corps. Commander

Manage all manpower and personnel actions to include fill actions, the man-day process, augmentation

#### **INSPECTOR GENERAL**

Authorized rank: **C/ Major - C/ Lt. Col**

Responsible for all evaluations in the corps.

Responsible for all discrepancy and reward reports.

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Assist the Corps and Vice Commander by writing reports to help solve or better understand corps issues that need further investigation.

### **COMMAND CHIEF MASTER SERGEANT**

Authorized rank: **C/ CMSgt**

Responsible for the enlisted corps and assists in the administration of the unit.

Advisor to the Corps Commander.

Senior cadet NCO, who keeps the Corps Commander advised of enlisted cadet concerns.

Enforce AFJROTC standards of conduct and uniform wear and monitor overall drill proficiency.

### **OPERATIONS SQUADRON COMMANDER**

Authorized rank: **C/ Captain - C/ Major**

Ensure professional appearance, discipline, and conduct of the operations squadron.

Ensure all operations squadron activities and events are conducted in accordance with regulations, directives, policies, and procedures.

Oversee, plan, organize, and execute Military Ball, Combat Dining-In, Ex-Ed Dance, as well as other events.

### **LOGISTICS SQUADRON COMMANDER**

Authorized rank: **C/ Captain - C/ Major**

Provide Logistic Support to AFJROTC Units through use of WINGS

Oversee and record all uniform issues and returns, and damages.

Ensure that the uniform closet is organized and up to stock.

Ensure all logistics squadron activities and events are coordinated and conducted in accordance with regulations directives, policies, and procedures.

### **SUPPORT SQUADRON COMMANDER**

Authorized rank: **C/ Captain - C/ Major**

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Oversee, plan, and execute fundraisers for the Corps and its activities.

Submit all forms and other needed information to schedule and coordinate fundraising events.

Ensure professional appearance, discipline, and conduct of the support squadron.

### **TRAINING SQUADRON COMMANDER**

Authorized rank: **C/ Captain - C/ Major**

Coordinate Thursday PT workouts and games.

Assign cadets in charge of running Thursday PT's in their class period

Keep track of any and all PT equipment and keep it all maintained accordingly

Train the cadet corps with in-class drill

Ensure that the cadet corps is knowledgeable in both PT and drill in accordance with Air Force Regulations and directives.

Plan, organize, coordinate, direct, and train the Honor Guard to include drill team, color guard, JV drill team, and PT team. Physical Training Teams are accountable **ONLY** at Drill Competitions.

Ensure the Honor Guard is prepared for all competitions, parades, and other performances.

Keep up to date attendance records of Honor Guard practice and Competitions.

### **OPERATIONS SQUADRON OFFICER**

Authorized rank: **C/ 1<sup>st</sup> Lt. - C/ Captain**

Keeps the operations squadron informed with all activities

Support and organize all operations squadron events

Coordinate and assist the Operations Commander as needed

Requisition all needed supplies prior to the day of the event

Keep the corps updated on upcoming events

### **OPERATIONS SQUADRON NCO**

Authorized Grade: **C/ TSgt - C/ MSgt**

Assist the Operations squadron in any way possible

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### **LOGISTICS SQUADRON OFFICER**

Authorized Grade: **C/ 1<sup>st</sup> Lt. - C/ Captain**

Keeps the Logistics Squadron informed on all activities.

Support and organize all Logistics squadron events.

Coordinate and assist the Logistics Commander as needed.

### **LOGISTICS SQUADRON NCO**

Authorized Grade: **C/ TSgt - C/ MSgt**

Assist the logistics squadron in any way possible

### **SUPPORT SQUADRON OFFICER**

Authorized Grade: **C/ 1<sup>st</sup> Lt. - C/ Captain**

Keeps the Support Squadron informed on all activities.

Support and organize all Support Squadron events.

Assist the Support Commander in planning and coordinating fundraisers for the Corps.

Requisition all supplies prior to the day of the event.

Keep cadets in the Corps informed on upcoming fundraisers.

### **TRAINING SQUADRON OFFICER**

Authorized Grade: **C/ 1<sup>st</sup> Lt. - C/ Captain**

Keep the Training Squadron and cadet class informed on all activities.

Support and organize all Training Squadron events.

Oversee cadet drill and Friday PT's accordingly.

Assist the Squadron Commander as needed.

Record all PT scores and information.

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## **PUBLIC AFFAIRS**

Authorized Grade: **C/ TSgt - C/ MSgt**

manage distribution of news and events.

Take pictures of competitions and other JROTC functions.

Ensure the professional image of JROTC in the community.

Find and collect all articles and public releases involving the Corps.

Work with the school yearbook staff to display a positive image of the Corps.

Keep the continuity binder neat, understandable, and updated.

## **INFORMATION MANAGEMENT**

Authorized Rank: **C/ TSgt - C/ MSgt**

Manage all written documentation of staff related activities (sign-up sheets, receipts, etc).

Responsible for documenting notes during staff meetings and relaying them to the staff afterwards.

Responsible for inputting all cadet data into wings.

Organization and management of all position related binders/materials.

## **FLIGHT COMMANDER**

Authorized Rank: **C/ TSgt - C/ MSgt**

Conduct attendance at the start of the class period.

Lead the Flight in drill sequence and movements across the school.

Initiate discipline and leadership amongst the Flight.

Conduct announcements once class and the learning state of the Flight has ended.

Assist the SASI and ASI as required.

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## CHAPTER THIRTEEN

### CLOTHING AND EQUIPMENT ACCOUNT

1. Protecting government property is each cadet's responsibility. All uniform items except undershirts and socks are issued on a loan basis by the United States Air Force. These items remain the property of Eau Gallie High School. All uniform items and equipment must be accounted for at all times.

2. At the time the uniform is issued, each cadet will be required to sign a custody receipt form and initial on each line for individual items of uniform and equipment issued. Each item then becomes the personal responsibility of the cadet. If a cadet should lose or negligently destroy any part of the uniform, that cadet will be required to pay for a replacement item at the established price.

3. Uniform Rules:

A. DO NOT leave uniform items in unlocked lockers or other unattended places.

B. DO NOT lend uniform items to anyone.

C. DO NOT permit another cadet or person to turn in uniform items or textbooks.

D. DO NOT engage in sporting activities while in uniform.

E. DO return any found equipment items to the JROTC Department.

F. DO return any items that become worn or unserviceable to the ASI. If the unserviceable condition is due to normal use, the items will be replaced at no cost. Any item that does not fit properly should be returned for replacement. Remember you represent the Air Force so look your best by maintaining your uniform in the best possible condition.

G. DO place your name in all uniform items.

4. The United States Air Force uniform is the symbol of a proud and honorable service. Wear the uniform with pride and give it the care it deserves.

## CHAPTER FOURTEEN

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

## Uniform and Awards, Operational Supplement

Chapter 7 of this Operational Supplement (Ops Sup) describes how Air Force Junior ROTC (AFJROTC) and Space Force Junior ROTC (SFJROTC) cadets will wear the uniform and maintain Air Force grooming standards while in uniform. Incorporating Change 3 to DAFI 36-2903, dated 3 December 2021, describes how to properly wear the Air Force uniform and this Operations Supplement describes how AFJROTC and SFJROTC cadets will wear rank, ribbons, medals, and other accouterments. Cadets are wearing the same basic uniform as the active duty Air Force, and they will be expected to honor and wear the uniform properly and with pride. This chapter provides the latest guidance and clarification on AFJROTC and SFJROTC uniform wear for instructors and cadets. It also provides guidelines for cadet appearance and grooming.

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

**Summary of Changes:** Specifically, 1) allows hands in pockets while standing or walking and beverage consumption as indicated while walking; 2) changes male hair bulk standard to 2.5 inches; 3) authorizes female hair accessories up to a 2-inch width; 4) regulates female eyelash extensions to natural eyelash color, not to exceed 14 millimeters in length; 5) authorizes permanent cosmetics for men, scalp only; 6) authorizes wear of transparent piercing spacers (for ears only, not for eyebrows lip or nose piercing); 7) authorizes a ring to be worn on the thumb; 8) authorizes use of cell phone while walking; 9) authorizes females optional wear of hosiery with dress uniforms; 10) authorizes physical training gear short and long sleeve shirts to be worn tucked or untucked; 11) clarified instructions for beards allowed for medical reason; 12) clarified instruction regarding authorized male and female hair color; 13) added seven new Leadership Development Requirement (LDR) ribbons; 14) removed Cyber Patriot and StellarXplorers pins/badges (replaced with ribbons); 15) added prohibitive guidance on gauge plugs for holes in ears, 16) extended the wear date for the COVID-19 Ribbon from 1 March 2020 to 30 June 2022, 17) added guidance on wear of black Space Force JROTC (SFJROTC) Lamp of Knowledge Patch, 18) added visual aids for SFJROTC cadets service dress and semi-formal dress uniform and 19) publication was updated to reflect AFJROTC and SFJROTC cadets and units.

Changes to this Ops Sup are highlighted in yellow.

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## ACCOUTREMENTS (GENERAL)

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

7.2. Aviation Badges and Flight Suits. Cadets will wear one of the following badges in rank order: (lowest to highest) Flight Solo Badge, Unmanned Aircraft Badge, Aviation Ground School, and Flight Certificate Badge. Flight Suits are authorized for those cadets who meet all requirements listed in paragraphs 7.2.1. – 7.2.4. Purchase flight suits through WINGS/FEDMALL. Flight Suits are accountable uniform items and must be issued/returned via WINGS. (See Attachment 7-13).

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

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

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

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

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

7.2.4. Flight suits are authorized for cadets enrolled in Aviation Honors Ground School. Upon completion, continuous wear is authorized for cadets who passed the written test, and/or have been awarded the aviation ground

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school/unmanned aircraft badge. Otherwise, flight suits will be returned to the unit's logistics inventory via WINGS. (See Attachment 7-13).

7.2.5. Flight Certificate Badge. The Flight Certificate Badge is the highest aviation badge awarded to any cadet who possesses a valid FAA pilot's certificate for either powered or non-powered aircraft. Email [jrotc.jrs.logistics@au.af.edu](mailto:jrotc.jrs.logistics@au.af.edu) a copy of the cadet's Flight Certificate, and then go to WINGS | Logistics | Create Display Orders and order the Pilot Certificate Badge.

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

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

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

7.2.8. Distinguished Cadet Badge. This annual award consists of a certificate and the Distinguished Cadet badge. The award recognizes one outstanding second-year cadet (third-year cadet in a 4-year program) selected at the end of each school year. This allows the recipient to wear the award their final year in the AFJROTC and SFJROTC program. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence. The SASI, in coordination with the ASI and with the concurrence of the principal, selects the recipient of this award. The Holm Center Form 308, Certificate of Recognition, is located in WINGS | Published Files | Directory | Certificates folder.

The certificate is used to present the badge. The unit must purchase the badge from a vendor. The recipient will hold the following awards prior to selection:

a. Leadership Ribbon

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- b. Superior Performance Ribbon
- c. Achievement Ribbon
- d. Academic Ribbon
- e. Leadership Development Requirement Ribbon
- f. Service Ribbon

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

7.2.10. Model Rocketry Badge. Awarded to cadets who have fulfilled model rocketry program requirements. Program requirements can be found in WINGS / Intranet / JROTC / LDR / Rocketry folder

7.2.11. Other Badges or Pins. Any badge or pin not specifically authorized by HQ AFJROTC will not be worn on any AFJROTC and SFJROTC uniform combination. Pins given to CyberPatriot and Stellar Explorer cadets will not be worn on the AFJROTC and SFJROTC uniforms).

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

7.2.13. Each Marksmanship athlete may earn one of the three marksmanship badges. They may only wear one of the badges on the uniform, not more than one at a time. These badges are earned by scores obtained in competitions, not practices. These badges are awarded by the unit's SASI.

7.2.13.1. The basic marksmanship badge - requires a combined score of 170 or above, fired in the prone, standing, and kneeling 3x10 positions.

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

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

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

7.2.14.1. Badges are earned through CMP and units can visit [www.thecmp.org](http://www.thecmp.org) for additional information on how to qualify for the badges.

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

7.3. Shoulder patches, cords and tabs.

7.3.1. AFJROTC Patch (white, Lamp of Knowledge) and SFJROTC Patch (black, Lamp of Knowledge). Wear of the AFJROTC and /SFJROTC official shoulder patch is mandatory on the left sleeve (shoulder) of all uniforms except the raincoat, overcoat, all-weather coat. White/Black Lamp of Knowledge patch will be worn on the ABUs front left pocket and on the left shoulder of OCPs/affix with Velcro. Flight Suit – the white/black, Lamp of Knowledge patch (white/black circular AFJROTC and SFJROTC patches), will be worn on the right sleeve (shoulder); see para 7.3.3 if the unit has an approved Unit Patch. All flight suit patches will be displaced utilizing Velcro or may be sewn onto the flight suit. (See Attachment 7-13, Note 2). Cadets enrolled in Civil Air Patrol (CAP) and AFJROTC and SFJROTC who use the same uniform for both activities may wear the CAP wing patch on the right shoulder sleeve.



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

7.3.2.1. The American Flag patch - OCPs (not authorized for cadet wear at this time), is mandatory and will be worn on the right shoulder and will be full color (cloth) centered at the top of the Velcro. (See Attachment 7-6b, Note 2).

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

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

7.4. Shoulder Cords. Cadets are authorized to wear one shoulder cord (double knot, single cord “infantry” style shoulder cord. Cords will be worn on the left shoulder, grounded to the shoulder seam, with no metal tips, and no wider than 1-inch (no aiguillettes or citation cords). Colors are locally-determined (does not have to be a solid color, may be multi-color), must be conservative, in good taste, and defined in the Cadet Guide or Unit Operations Instruction. Shoulder cord may be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

7.5. Shoulder Tabs. Shoulder tabs are either cloth or metal arches denoting participation in an AFJROTC and SFJROTC activity. Shoulder tabs are optional. If worn, cadets are authorized to wear one shoulder tab on the right shoulder of the service dress coat and the light blue shirt, centered between the unit patch and the shoulder seam. Tabs will have the name of the activity on them (e.g., drill team, saber team, honor guard, etc.). If no unit patch is worn, the tab will be worn no lower than 1 inch below the shoulder seam. If a unit patch is worn, the shoulder tab will be centered between the unit patch and the shoulder seam. The SASI will designate which activities will be denoted by shoulder tabs and set the criteria for each in the Cadet Guide or Unit Operating Instructions. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

## 7.6. Awards and Decorations.

7.6.1. Awards and Decorations. The Cadet Awards and Decorations Program fosters morale, esprit- de-corps, and recognizes achievements of AFJROTC and SFJROTC cadets. Awards sponsored by national organizations are funded

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by the sponsoring organization and donated through local chapters where available. Only Awards and Decorations approved by Holm Center/JR and listed in this guide may be worn. Units cannot purchase matching medals for HQ AFJROTC Approved Ribbons. (Example: Outstanding Cadet, Patriotic Flag, Bataan March, etc.). Only medals specifically designated within this Operational Supplement (para 7.6.3.2) and depicted on the AFJROTC and SFJROTC Ribbon Chart are approved.

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

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

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

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

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

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

7.6.2.2. Awards have been categorized into four categories

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

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

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

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

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

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

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

7.6.3. Order of Precedence of medals and ribbons.

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

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

1. Gold Valor Award (Medal/Ribbon)

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2. Silver Valor Award (Medal/Ribbon)
3. Cadet Humanitarian Award (Ribbon)
4. Silver Star Community Service with Excellence Ribbon
5. Community Service with Excellence Ribbon
6. Air Force Association Award (Medal/Ribbon)
7. Daedalian Award (Medal/Ribbon)
8. Daughters of the American Revolution Award (Medal/Ribbon)
9. American Legion Scholastic Award (Medal/Ribbon)
10. American Legion General Military Excellence Award (Medal/Ribbon)
11. Reserve Organization of America (ROA) Award (Medal/Ribbon)
12. Military Officers Association Award (Medal/Ribbon)
13. Veterans of Foreign Wars (VFW) Award (Medal/Ribbon)
14. National Society United States Daughters of 1812 (Medal/Ribbon)
15. National Sojourners Award (Medal/Ribbon)
16. Scottish Rite, Southern Jurisdiction Award (Medal/Ribbon)
17. Military Order of the Purple Heart Award (Medal/Ribbon)
18. Sons of the American Revolution Award (Medal/Ribbon)
19. Military Order of World Wars Award (Medal/Ribbon)
20. American Veterans Award (Medal/Ribbon)
21. Air Force Sergeants Association (AFSA) Award (Medal/Ribbon)
22. Tuskegee Airmen Incorporated Cadet Award (Ribbon)
23. The Retired Enlisted Association Award (Medal/Ribbon)
24. The Celebrate Freedom Foundation Award (Medal/Ribbon)
25. Air Commando Association Award (Medal/Ribbon)
26. Distinguished Unit Award with Merit (Ribbon)
27. Distinguished Unit Award (Ribbon)
28. Outstanding Organization Award (Ribbon)
29. Outstanding Flight Ribbon
30. Top Performer Ribbon
31. Outstanding Cadet Ribbon
32. Leadership Ribbon
33. Superior Performance Ribbon
34. Achievement Ribbon
35. Academic Ribbon
36. Cadet Leadership Course Ribbon
37. Special Teams Placement Ribbon
38. All Services National Competition (Medal/Ribbon)
39. Air Force Nationals Competition (Medal/Ribbon)
40. Orienteering Ribbon
41. Leadership Development Requirement (LDR) Leadership Ribbon

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42. Drill Team Ribbon
43. Color Guard Ribbon
44. Saber Team Ribbon
45. Marksmanship Ribbon
46. Joint Service Academic Bowl (JLAB) Team Ribbon
47. CyberPatriot Team Ribbon
48. StellarXplorers Team Ribbon
49. Raider Team Ribbon
50. Military Model Building Team Ribbon
51. Unmanned Aircraft Systems (UAS) Ribbon
52. Robotic Club/Team Ribbon
53. Good Conduct Ribbon
54. Service Ribbon
55. Health and Wellness Ribbon
56. Recruiting Ribbon
57. Activities Ribbon
58. Attendance Ribbon
59. Dress and Appearance Ribbon
60. Longevity Ribbon
61. Bataan Death March Memorial Hike Ribbon
62. Patriotic Flag Ribbon
63. COVID-19 Ribbon

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

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

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

7.6.3.5. The following National-level organizations may present awards to AFJROTC and SFJROTC cadets, but ribbons are not authorized for wear on

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the cadet uniform. Only the awards listed on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform.

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

7.6.3.6. Congressionally chartered Veterans Service Organization (VSO), recognized by the Department of Veteran Affairs; may present awards to cadets. However, unless authorized on the AFJROTC and SFJROTC Ribbon Chart these awards may not be worn on the cadet uniform.

Listing of Congressionally chartered Veterans Service Organizations (VSO) who may present awards to AFJROTC and SFJROTC cadets – Only ribbons/medals authorized on the AFJROTC and SFJROTC Ribbon Chart may be worn on the cadet uniform.

1. African American Post Traumatic Stress Disorder Association
2. American Ex-Prisoners of War
3. American GI Forum of The United States
4. The American Legion (approved on Ribbon Chart)
5. American Red Cross
6. American Veterans Association (AMVETS) (approved on Ribbon Chart)
7. Army and Navy Union, USA, Inc.
8. Blinded Veterans Association
9. Catholic War Veterans, USA, Inc.
10. Disabled American Veterans
11. Fleet Reserve Association
12. Gold Star Wives of America, Inc.
13. Italian American War Veterans of The United States
14. Jewish War Veterans of the USA (sent in a package this year to be included)
15. Legion of Valor of the USA, Inc.
16. Marine Corps League
17. Military Officers Association of America (MOAA) (approved on AFJROTC Ribbon Chart)
18. Military Order of The Purple Heart of the USA, Inc. (approved on Ribbon Chart)
19. National Association for Black Veterans, Inc.
20. National Association of County Veterans Service Officers, Inc.

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21. National Veterans Legal Services Program
22. National Veterans Organization of America (NVOA)
23. Paralyzed Veterans of America
24. Polish Legion of American Veterans, USA
25. Swords to Plowshares: Veterans Rights Organization
26. The Retired Enlisted Association (TREA) (approved on Ribbon Chart)
27. Veterans of Foreign Wars of the United States (approved on Ribbon Chart)
28. Veterans of the Vietnam War, Inc. and The Veterans Coalition
29. Vietnam Veterans of America (sent in a package this year to be included)
30. Wounded Warrior Project
31. Air Force Sergeants Association (AFSA) (approved on Ribbon Chart)
32. American Gold Star Mothers, Inc.
33. American War Mothers
34. Blue Star Mothers of America, Inc.
35. Congressional Medal of Honor Society of The United States of America
36. Korean War Veterans Association, Inc.
37. Military Chaplains Association of The United States of America
38. Military Order of the World Wars (MOWW) (approved on Ribbon Chart)
39. Navy Club of The United States of America
40. United States Submarine Veterans, Inc.
41. Women's Army Corps Veterans Association-Army Women United
42. Armed Forces Service Corporation
43. Navy Mutual Aid Association
44. Vietnam Era Veterans Association
45. African American Veterans Families
46. Air Force Association (AFA) (approved on Ribbon Chart)
47. Americal Division Veterans Association
48. All Faith Consortium
49. American Logistics Association
50. American Merchant Marine Veterans
51. American Military Retirees Association
52. American Veterans for Equal Rights, Inc.
53. Army Aviation Association of America
54. American Retiree Association
55. Association of Military Surgeons (AMSUS)
56. Blinded American Veterans Foundation
57. Bowlers to Veterans Link

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58. Cold War Veterans Association
59. Commissioned Officers Association of the US Health Service, Inc.
60. Congressional Black Caucus Veterans Braintrust
61. Daughters of Union Veterans of the Civil War
62. Sons of the Union Veterans of the Civil War (SUVCW) Award
63. Destroyer-Escort Sailors Association
64. Eighth Air Force Historical Society
65. Enlisted Association of the National Guard of the US
66. Help Heal Veterans
67. Homeless and Disabled Veterans 68. Iraq/Afghanistan Veterans of America
69. Japanese American Veterans Assoc.
70. Korea Veterans of America
71. Marine Corps Reserve Association
72. The Mission Continues
73. NAM-POWS Corporation
74. National American Indian Veterans
75. National Alliance on Mentally Illness
76. National Association of Atomic Veterans
77. National Association of American Veterans
78. National Association of Black Military Women (NABMW) 79. National Association of Fleet Tug Sailors, Inc.
80. National Association of State Veterans Homes New Mexico Veterans Center
81. National Coalition for Homeless Veterans
82. National Disabled Veteran Business Council
83. National 4th Infantry (IVY) Division Association
84. National Guard Association of the US 85. National Gulf War Resource Center, Inc.
86. National League of Families
87. National Military Family Association
88. National Veterans Foundation
89. National Society Daughters of the American Revolution (approved on Ribbon Chart)
90. Naval Enlisted Reserve Association
91. Navy League of the United States
92. Navy Nurse Corp. Association
93. Navy Seabee Veterans of America
94. Reserve Organization of America (ROA) (approved on Ribbon Chart)
95. Society of Military Widows

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

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

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

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

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The Director has sole approval authority of any new external award worn by AFJROTC and SFJROTC cadets. If the new award is approved it will be added to this publication and the ribbon/awards chart.

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

### HQ AFJROTC Process for External Cadet Award Requests

1. HQ AFJROTC/JRS will be the POC for all requests:  
Receiving address:  
Headquarters Air Force JROTC  
Attention: HQ AFJROTC/JRS Division  
60 West Maxwell  
Boulevard Maxwell  
AFB, AL 36112
2. HQ AFJROTC/JRS completes internal research to confirm package contents (Ribbon/Medal pictures, Award Criteria, Award Certificate, etc.) and add any attachments as required.
3. HQ AFJROTC/JRO convenes a "Board" to review the request considering all information available. Recommendation will be forwarded to the Director. The Board will include: Deputy Director, Division Chiefs and all Regional Directors.
4. HQ AFJROTC Director makes a decision on package request:
  - a. Approved
  - b. Disapproved
  - c. If required, Director will make a recommendation to Holm Center/CC and HQ AFJROTC/JRS will develop an E-SSS with standard routing

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# Air Force and Space Force JROTC Ribbon Chart

					
1. Gold Valor Award	2. Silver Valor Award	3. Cadet Humanitarian Award	4. Silver Star Community Service w/Excellence Award	5. Community Service with Excellence Award	6. Air Force Association Award
					
7. Daedalian Award	8. Daughters of the American Revolution Award	9. American Legion Scholastic Award	10. American Legion General Military Excellence Award	11. Reserve Organization of America (ROA) Award	12. Military Officers Association Award
					
13. Veterans of Foreign Wars (VFW) Award	14. National Society United States Daughters of 1812	15. National Sojourners Award	16. Scottish Rite, Southern Jurisdiction Award	17. Military Order of the Purple Heart	18. Sons of the American Revolution Award
					
19. Military Order of World Wars Medal	20. American Veterans Award	21. Air Force Sergeants Association	22. Tuskegee Airman Inc. Award	23. The Retired Enlisted Association Award	24. Celebrate Freedom Foundation Award
					
25. Air Commando Association Award	26. Distinguished Unit Award w/Merit	27. Distinguished Unit Award	28. Outstanding Organization Award	29. Outstanding Flight Ribbon	30. Top Performer Award
					
31. Outstanding Cadet Ribbon	32. Leadership Ribbon	33. Superior Performance Ribbon	34. Achievement Ribbon	35. Academic Ribbon	36. Cadet Leadership Course Ribbon
					
37. Special Teams Placement Ribbon	38. All-Service National Competition Ribbon	39. Air Force Nationals Competition Ribbon	40. Orienteering Ribbon	41. Leadership Development Requirement (LDR) Leadership Ribbon	42. Drill Team Ribbon
					
43. Color Guard Ribbon	44. Sabre Team Ribbon	45. Marksmanship Ribbon	46. JLAB Ribbon	47. Cyber Patriot Ribbon	48. StellarXplorers Ribbon
					
49. Raiders Team Ribbon	50. Military Model Building Ribbon	51. Unmanned Aircraft Systems (UAS) Ribbon	52. Robotics Ribbon	53. Good Conduct Ribbon	54. Service Ribbon
					
55. Health and Wellness Ribbon	56. Recruiting Ribbon	57. Activities Ribbon	58. Attendance Ribbon	59. Dress and Appearance Ribbon	60. Longevity Ribbon
				64-68. CAP Ribbons	
	61. Bataan Death March Memorial Hike Ribbon	62. Patriotic Flag Ribbon	63. COVID-19 Ribbon		


7.7. Descriptions and Criteria of Medals and Ribbons. Ribbons will not be worn with Medals (either the medals will be worn). NOTE: Medals will not be worn on regular uniform days or during any type of competition, i.e., drill, Cyber-Patriot, Academic Bowl, etc.

Units are authorized to impose additional criteria (more stringent) to meet local standards and needs without diminishing minimum standards (example: limiting the number of cadets who may earn the award where no guidance is stated, or below stated limits). If such additional criteria are imposed, they must be specifically stated in the Cadet Guide or Unit Operating Instruction.

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

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

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

 The Silver Valor Award is awarded to a cadet for a voluntary act of heroism which does not meet the risk-of-life requirements of the Gold Valor Award. Forward recommendations for valor awards to the [jrotc.jrs.support@au.af.edu](mailto:jrotc.jrs.support@au.af.edu) mailbox or [douglas.davenport@us.af.mil](mailto:douglas.davenport@us.af.mil) (HQ-Ops Support) for review and processing within 6 months of the incident. Include a detailed description of the situation, newspaper clippings (if available), statements by victims and observers, and any other information deemed appropriate to validate eligibility. In addition, submit a proposed citation to accompany the award. HQ-Ops Support will forward the valor award to the Director, HQ AFJROTC for final

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approval. Upon approval, HQ-Ops Support will distribute the citation, medal, and ribbon for presentation. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded. Medals will not be worn on regular uniform days or during any type of competition.

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



It is intended to recognize cadets who provide aid in response to a singular extraordinary event such as a natural disaster or other catastrophe that has placed or has the potential to place a hardship on their fellow citizens. This award is not to be used to recognize day-to-day service in the community. Forward recommendations for this award to the [jrotc.jrs.support@au.af.edu](mailto:jrotc.jrs.support@au.af.edu) mailbox or [douglas.davenport@us.af.mil](mailto:douglas.davenport@us.af.mil) (HQ-Ops Support) for review and processing within 6 months of the incident. Include a detailed description of the situation, newspaper clippings (if available), statements by victims and observers, and any other information deemed appropriate to validate eligibility. In addition, submit a proposed citation to accompany the award. HQ-Ops Support will forward the award to the Director, HQ

AFJROTC for final approval. Upon approval, HQ-Ops Support will distribute the citation, medal, and ribbon for presentation. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. For each additional award earned an additional small silver star will be awarded. Medals will not be worn on regular uniform days or during any type of competition.

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



of a ribbon with a Silver Star device and certificate. The Silver Star Community Service with Excellence Award

will be an honor that emphasizes the value of community service, and establishes a greater sense of pride within the corps. The award will be given to cadets in the Top 5% of units (approximately 45 units) who have the highest "per cadet average" community service hours. "Countable" hours must be logged into WINGS and be accomplished IAW published guidance in AFJROTCI 36-2010. Countable hours will be the period from 11 April (previous year) to 10 Apr (current year). HQ will use the last PSR cadet enrollment and the hours submitted in WINGS for that period to calculate the Top 5% units and notify the units earning the Award. Instructors at the Top 5%

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units will determine which of their cadets have contributed to the unit earning the new award. Ribbon must be purchased from a vendor using MILPER funds. For each additional award earned an additional large silver star will be awarded.

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



and certificate. It is intended to recognize those individual cadets who provide significant leadership in the planning, organizing, directing, and executing of a major unit community service project that greatly benefit the local community. This is not an award given to participants but to the key leader(s) of the project. Forward recommendations for Community Service with Excellence Award to the [jrotc.jrs.support@au.af.edu](mailto:jrotc.jrs.support@au.af.edu) mail box for review and approval within 6 months of completion of the project. Include a detailed description of the contributions of the individual(s) along with newspaper clippings (if available) describing the outcome of the project, letters of appreciation from civic leaders, or other information deemed appropriate to validate eligibility. Ribbon must be purchased from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

### National-level Awards

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

**7.7.6. Air Force Association (AFA) Award.** Cadets may only receive this award once. This AFA-



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

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

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

7.7.7. Daedalian Award. Cadets may only receive this award once. The Order



of Daedalians was named after the legendary figure, Daedalus, and was organized by WWI military pilots who sought to perpetuate the spirit of patriotism, love of country, and the high ideals of self-sacrifice which place service to the nation

above personal safety and position. This award is offered to encourage the development of these traits in cadets and to interest them in a military career. The medal is fashioned after an ancient Grecian plaque discovered by a Daedalian in the village of Lavadia, Greece and depicts Daedalus and his son Icarus fabricating their legendary wings of wax and feathers. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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

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

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

7.7.8. Daughters of the American Revolution (DAR) Award. Cadets may only receive this award once. Ribbon for this award may be

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worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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

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

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

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



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

- Rank in the top 10% of the high school class.
- Rank in the top 25% of their AFJROTC and SFJROTC class.
- Demonstrate leadership qualities.
- Actively participate in student activities

7.7.9.2. The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award no later than 15 April. The award devices and presenter can be requested from the nearest American Legion Post. If there is no local post, contact the American Legion Headquarters. See Attachment 7-17 for list of award points of contact.

7.7.10. American Legion General Military Excellence Award. Cadets may only receive this award once. Ribbon for this award may be

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worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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

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

7.7.10.2. The SASI, as chairman, with the ASI and at least one faculty member, selects the recipient and must request the award no later than 15 April. The award devices and presenter can be requested from the nearest American Legion Post. If there is no local post, contact the American Legion Headquarters. See Attachment 7-17 for list of award points of contact.

7.7.11. Reserve Organization of American (ROA) Award. Cadets may only



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

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

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

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

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



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

on regular uniform days or during any type of competition.

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

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

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

7.7.13. Veterans of Foreign Wars (VFW) Award. Cadets may only receive this



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

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

Each cadet must:

- Positive attitude toward the AFJROTC and SFJROTC program
- Must be enrolled as a 10th-12th grade AFJROTC and SFJROTC student
- Must maintain a "B" average in AFJROTC and SFJROTC curriculum and a "C" average in all remaining subjects with no failing grades in the previous semester
- Active in at least one other student extracurricular activity (music, athletics, government, etc.)

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- Not a previous recipient of this award.

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

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



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

7.7.15. National Sojourners Award. Cadets may only receive this award once.



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

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

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

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

7.7.16. Scottish Rite, Southern Jurisdiction Award. Cadets may only receive this award once. Ribbon for this award may be worn on

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the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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

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

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

7.7.17. Military Order of the Purple Heart Award. Cadets may only receive this



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

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

(Seniors are not eligible) Each cadet must:

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

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

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

**7.7.18. Sons of the American Revolution (SAR) Award.** Cadets may only



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

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

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

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

**7.7.19. Military Order of World Wars Award.** Cadets may only receive this



award once. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition. (Ribbon change from MOWW units may wear old ribbon if MOWW is out of stock of new ribbon)

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

**7.7.19.2.** The SASI, with the concurrence of the principal, selects the recipient and completes the Military Order of the World Wars (MOWW) citation by summarizing the cadet's outstanding accomplishments or service to the unit. The citation and request for the medal, certificate, and ribbon are sent to the nearest local chapter of the

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MOWW. The SASI will make arrangements for a MOWW representative to make the presentation at an appropriate ceremony. If a local chapter is unavailable, contact the MOWW National Headquarters. If a member is not available, any active, reserve, or retired commissioned officer may present the award.

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



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

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

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

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



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

7.7.21.1. This award recognizes an outstanding second- or third-year cadet in a three-year program (third- or fourth-year cadet in a 4-year program). The

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recipient must demonstrate outstanding qualities in military leadership, discipline, character, and citizenship. Each cadet must:

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

7.7.21.2. The SASI, as chairperson, with the ASI, recommends the recipient of the award at least 60 days prior to the desired presentation date, but not later than 15 April. The SASI requests the award and an AFSA presenter from the nearest AFSA chapter. If information on the nearest chapter is not available, or if there is no active AFSA chapter in the area, the SASI will contact the AFSA international headquarters; (please send an email to AFSA HQ at [bhill@hqafsa.org](mailto:bhill@hqafsa.org)) to obtain the name and address of the division president whose area of responsibility is nearest the requesting school.

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



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

7.7.22.1. This award is presented annually to two cadets. 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.

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

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



receive this award once. Awarded annually, at the SASI's discretion, for exceptional leadership to the most outstanding AFJROTC and SFJROTC cadet while serving in an Enlisted Rank. The selected enlisted cadet must have shown outstanding

leadership throughout the course of the school year. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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



Academic Programs. Cadets may only receive this award once. The awards program recognizes 9th, 10th, 11th and 12th grade students (including home-schooled students) enrolled in AFJROTC and SFJROTC programs. Ribbon for this award may be worn on the

cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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


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


7.7.25. Air Commando Association Award. Cadets may only receive this award once. Awarded annually at the SASI's discretion for completing a one-page essay based on a historical AF Special Operations Mission possessing the 13 critical

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attributes of success: integrity, self-motivation, intelligence, self-discipline, perseverance, adaptability, maturity, judgment, selflessness, leadership, skilled, physical fitness and family strength. Ribbon for this award may be worn on the cadet's ribbon rack and worn on regular uniform days. Medals will not be worn on regular uniform days or during any type of competition.

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

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

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

7.7.29. Outstanding Flight Ribbon. Is a ribbon awarded each academic term to members of the

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

7.7.30. Top Performer Award. The award consists of a ribbon and certificate



presented/awarded **only by Headquarters, AFJROTC** personnel. This award is only presented during a visit by HQ AFJROTC personnel. The award is presented to a maximum of 2% of the current unit cadet corps population (Unduplicated headcount). Once awarded, the ribbon may be worn for the duration of a cadet's tenure in AFJROTC and SFJROTC.

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

7.7.31. Outstanding Cadet Ribbon. Is a ribbon awarded annually to the outstanding first-year,



second-year, third-year, and fourth-year cadets. The recipient from each class must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.31.1. Outstanding Cadet Ribbon with silver star. Cadets chosen as State, Pacific and European "AFJROTC/SFJROTC and AFA Cadet Leadership Award " winners will be awarded the "Outstanding Cadet Ribbon " with silver star. Exception: If a cadet has previously earned the Outstanding Cadet Ribbon or earns it in the future, that cadet will wear only one ribbon; that would be the Outstanding Cadet Ribbon with silver star, since that award is of higher precedence.

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



7.7.33. Superior Performance Ribbon. Is a ribbon awarded to no more than the top 10% of the cadet corps annually for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC and SFJROTC. Present the ribbon for a single or sustained performance of a superior nature. Ensure

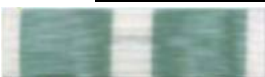


The award is presented in recognition of achievements and services which are clearly outstanding and exceptional when compared to achievements and accomplishments of other cadets. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

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



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



7.7.36. Cadet Leadership Course (CLC) Ribbon. Is a ribbon awarded for completion of an approved leadership school program of at least 5 days in duration. For each additional CLC completion an additional bronze star will be awarded.

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Silver Star will be awarded for outstanding performance or leadership ability

at a CLC instead of the Bronze Star. Limit the Silver Star to 10% of the class. Criteria for this award will be published in the unit's Cadet Guide.

7.7.37. Special Teams Placement Ribbon. Is a ribbon awarded to team



members for placing 1st, 2nd or 3rd in an Air Force or Joint Service (local, regional, state or national-level)

Competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, Cyber Patriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.38. All-Service National Competition Award. Is a medal/ribbon awarded to team members



who competed at a Joint/All Service national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber

Teams, Academic Bowl Teams, Cyber Patriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MILPER funds. Medal may not (ribbon may) be worn during competitions and regular uniform wear days.

7.7.39. Air Force Nationals Competition Award. Is a medal/ribbon awarded to team members



who competed at an Air Force only national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber

Teams, Academic Bowl Teams, Cyber Patriot, StellarXplorers etc. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. Medal/Ribbon may be obtained from the host of the competition or purchased from a vendor using MILPER funds. Medal may not (ribbon may) be worn during competitions and regular uniform wear days.

7.7.40. Orienteering Ribbon. Is a ribbon awarded to team members for completing a unit-specific Orienteering program as part of the unit curriculum. Criteria for this award will be

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leaf cluster.

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

7.7.41. Leadership Development Requirement (LDR) Leadership Ribbon. Is a ribbon awarded at



the SASI’s discretion for leadership in AFJROTC and SFJROTC Leadership Development Requirement activities (such as but not limited to PT team commander, orienteering team commander, drill team commander, color guard team commander, dining-in chairperson, military ball chairperson, etc.). Criteria for this award will be published in the unit’s Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

7.7.42. Drill Team Ribbon. Cadets must be on the drill team for an entire



year/drill season to be eligible to qualify and must have competed in at least 3 drill performance events, i.e., competitions, special school events, community demonstrations

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

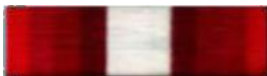
7.7.43. Color Guard Ribbon. Cadets must perform at least 5 color guard performance events to receive this ribbon (cumulative).



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

for the award of the fifth bronze oak leaf cluster.

7.7.44. Saber Team Ribbon. Cadets must perform at least 3 saber team



performance events to receive this ribbon (cumulative). Criteria for this award will be published in the unit’s Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will

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

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



7.7.46. Joint Leadership Academic Bowl (JLAB) Ribbon. (Added) Cadets must be a member of the JLAB team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.



7.7.47. CyberPatriot Ribbon. (Added) Cadets must be a member of the CyberPatriot team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. (This ribbon replaces the Cyber Patriot pin, which is no longer authorized for wear on the cadets uniform.)



7.7.48. StellarXplorers Ribbon. (Added) Cadets must be a member of the StellarXplorers team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster. (This ribbon replaces the StellarXplorers pin, which is no longer authorized for wear on the cadets uniform.)



7.7.49. Raiders Team Ribbon. (Added) Cadets must be a member of the Raiders Team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze



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oak leaf cluster.

7.7.50. Military Model Building Team Ribbon. (Added) Cadets must be a member of the Military Model Building Team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the bronze oak leaf cluster.



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



7.7.52. Robotics Ribbon. (Added) Cadets must be a member of the Robotics club/team. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.



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



7.7.54. Service Ribbon. Is a ribbon awarded for distinctive performance in school, community, or AFJROTC and SFJROTC service projects. Limit to members whose active participation in service projects contributed significantly to the goals of the organization. (NOTE: Participation in Drill Teams, Saber Teams or Color Guard Teams alone does not qualify for the Service Ribbon (see above criteria for these other ribbons) unless community service hours are also awarded. Criteria for this award will be published in the

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



7.7.55. Health and Wellness Ribbon. Is a ribbon awarded for participation in the unit health and



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

7.7.56. Recruiting Ribbon. Is a ribbon awarded for outstanding effort in



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

7.7.57. Activities Ribbon. Is a ribbon awarded for participation in Leadership Development Requirement (LDR) activities other than those that qualify for a ribbon on the ribbon chart. These include, but are not limited to, model rocketry clubs, sports teams, and any other LDR team event that does not currently have a ribbon on the ribbon chart. An oak leaf cluster will be added to this ribbon for each year of membership beginning with the second year. Criteria

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

7.7.58. Attendance Ribbon. Is awarded to cadets who have no more than three school absences during academic term (cadets may only receive one award annually). Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be



awarded.

7.7.59. Dress and Appearance Ribbon. Is awarded to cadets who maintain a 90% or higher



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

7.7.60. Longevity Ribbon. Is a ribbon awarded for successful completion of each AFJROTC and SFJROTC school year or semester. Cadets may only receive one award annually. Cadets in a 4X4 block schedule taking AFJROTC and SFJROTC classes both semesters during a school year may only receive one ribbon



and/or cluster for that school year. Criteria for this award will be published in the unit's Cadet Guide. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

7.7.61. Bataan Death March Memorial Hike Ribbon. Is a ribbon awarded to honor and



Remembering the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC and SFJROTC units may conduct an optional 14-mile Bataan Death March Memorial Hike. This event must be accomplished on a locally determined 14-mile course (trails, road courses, tracks, etc.). Units may complete the full hike in a span of one to no more than 3- days. Cadet safety must be monitored at all times and advanced planning for any first aid/medical attention is paramount. Cadets who fully complete the 14-mile hike are authorized to wear the ribbon. Additionally, no fees can be

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charged to participate in the Memorial March. However, units are encouraged to collect donations which will be given to reputable organizations that benefit disabled veterans such as The Air Force

Association's Wounded Airman Program, the Wounded Warrior Project, Special Operations Warrior Foundation, etc. Criteria for this award will be published in the unit's Cadet Guide. Ribbon may be purchased from a vendor using MILPER funds. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. A single silver oak leaf cluster will be used for the award of the fifth bronze oak leaf cluster.

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



color guard events specifically designed to honor our nation's flag. Such events include flag raising ceremonies, flag retirement ceremonies, flag folding ceremonies, and historical flag demonstrations. In order to receive this award, cadets must

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

7.7.63. COVID-19 Ribbon. Is a ribbon awarded by the SASI to any cadet who was



enrolled in an AFJROTC and SFJROTC course of study from 1 March 2020 to 30 June 2022. A course of study is defined as any cadet who was enrolled, participated and completed in an on-line, virtual, or on campus in person, AFJROTC and

SFJROTC course during this period. Ribbon may be purchased from a vendor using MILPER funds for each cadet authorized to wear this award. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.

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

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

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

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

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

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

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

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7.8.1.1.3. Service Caps (wheel and bucket hats) will be a solid color, dark Air Force blue color only and free of any embroidery. No waiver will be granted to change the color or authorize the use of embroidery on the Service Cap.

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

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

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

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

7.8.1.4. Shoulder cord. One “infantry” style shoulder cord may be worn. Cords will be worn on the left shoulder, grounded to the shoulder seam, with no metal tips, and no wider than 1-inch (no aiguillettes or citation cords). Colors are locally-determined (does not have to be a solid color, may be multi-color), must be conservative, in good taste, and defined in the Cadet Guide or Unit Operations Instruction. Shoulder cord may be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

7.8.1.6. Service Dress Jackets may be modified to have a ½-inch braid, silver, blue, or black only sewn 3 inches from the bottom of sleeve. These items

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will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

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

7.8.1.9. Units may wear the USAF Honor Guard Ceremonial Belt, with the Hap Arnold Wings and heavy/medium weight (pistol, military police) web belts during performances of drill or color guard events only. These items will not be worn on regular uniform days. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

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

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

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

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

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

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

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

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

7.8.2.8. Footwear:

7.8.2.8.1. Black Boots/corframs may be issued on an as required basis to the unit Color Guard or Drill Team. This is for restricted use and is not intended for use across the unit's entire cadet corps. Black boots/corframs may be reissued to cadets. Spray boots/corframs with disinfectant spray before reissuing. This rule does not apply to standard issue of cadet footwear. All new cadets enrolling in AFJROTC and SFJROTC are to be issued a pair of “NEW” oxford (leather) shoes. Corframs are not to be considered an initial issue of AFJROTC and SFJROTC footwear. See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

7.8.2.8.3. Slip-on Shoes. Can be worn (optional) with the service dress and service uniforms (authorized with all blue maternity uniforms). Commercially designed step-in shoe where the top of the shoe goes over the top of the foot (not mule-types without backs) with rounded toe or plain

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rounded capped toe. Pointed or squared toes and extreme heel shapes are not authorized. They will be plain, clean and serviceable, and without ornamentation such as buckles, bows or straps. The material will be smooth, scotch-grained leather or a man made material. They may be high-gloss or patent finished.

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

7.8.3.1. ABUs and OCPs (once authorized) may be worn as Drill Team, Color Guard, and Exhibition Uniform. Berets, shoulder cords, ascots and gloves, and black boots will not be worn with the ABU/OCP uniform, waivers will not be authorized.

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

7.8.3.3. ABUs will be worn only with the garrison ABU cap and sage green or Coyote brown boots (black boots are not authorized for wear). ABU pants must always be properly bloused over the boots. Boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing the boots. NO berets, shoulder cords, ascots and gloves will be worn with the ABU uniform.

7.8.3.4. Not currently authorized for wear. When authorized - OCP uniforms will be worn only with the garrison OCP cap and Coyote brown boots (black boots are not authorized for wear). The American Flag patch is mandatory and will be full color (cloth) centered at the top of Velcro. OCP pants must always be properly bloused over the Coyote brown boots. Coyote brown boots may be reissued to cadets. Spray boots with disinfectant spray before reissuing boots. NO berets, shoulder cords, ascots and gloves will be worn with the OCP uniform.

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

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

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

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

7.8.4.3. Cadets may wear either the blue or white Long-Sleeve Shirt. The blue or white long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs. Shirts will be tucked into the trousers. Female cadets may wear a white long-sleeved blouse similar in style to the men's white long-sleeve shirt.

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

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

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

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

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

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

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

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

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

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Figure 7.1. Air Force Physical Training Gear (PTG)



Figure 7.1.1. Sample Design, Local Purchased PFT gear. Units may locally design and wear PFT gear that is customized for the unit (see para 7.8.5.2. for additional information.) See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.



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Figure 7.1.2. FEDMALL Air Force purchased Sweat Pants and Shirts, (see para 7.8.5.2. for additional information.) See Chapter 8, Finance Guide, Ops Sup, for purchasing authority.

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

form fitting undershirt; undershirts may have visible small trademark logos.

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

7.8.5.6. Headgear.

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

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

## CADET APPEARANCE AND GROOMING GUIDELINES

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7.9.  
(Change)

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

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

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

7.9.1.2. (Change) Hair-Nets. Worn as required for health or safety reasons. Made of natural or a synthetic material; must be conservative (plain and moderate, being within

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reasonable limits; not excessive or extreme), solid color similar to the member's hair color, also strong enough to support and control hair and contain no metal fasteners. Hairnets are only authorized when performing related duties as determined by applicable SASI.

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

7.9.3. (Change) Rings. Airmen may wear a total of no more than three rings; wedding sets count as one ring when worn as a set. Rings will be worn at the base of the finger, and may be worn on the thumb.

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

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

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

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

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

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

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

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

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

Bangs, or side-swiped hair, may touch eyebrows but will not touch or cover eyes.

When in doubt, assess the correct length of hair with the cadet standing in the position of attention. Exception: While wearing the Physical Training Gear (PTG), long hair will be secured but may have loose ends and may extend below a

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horizontal line running between the top of each sleeve inseam at the under arm through the shoulder blades.

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

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

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

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

7.10.1.3. Unauthorized: Mohawk, mullet or etched design.

7.10.2. (Change.) Hair accessories. Hair accessories. If worn, hair accessories (e.g., fabric scrunchies, hairpins, combs, clips, headbands, elastic bands, barrettes, etc.) must match hair color. Black hair accessories are authorized regardless of hair color. Invisible hair nets are authorized; hairnets must match hair color. Hair must still comply with bulk and appearance standards. Headgear must fit properly. Headbands or fabric scrunchies

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will not exceed two-inches in width. Ornaments are *not* authorized (i.e., ribbons, beads, jeweled pins).



**Scrunchie**



**Hair Clips**

7.10.3. **(Change) Fingernails.** If worn by females, nail polish will be a single color that does not detract from the uniform, nor can the nail polish be extreme in color. Some examples of extreme colors include, but are not limited to, purple, gold, blue, black, bright (fire engine) red and florescent colors. Do not apply designs to nails or apply two-tone or multi-tone colors; however, white-tip French manicures are authorized. Fingernails must not exceed ¼ inch in length beyond the tip of the finger and must be clean and well groomed. Fingernails must not interfere with the performance of assigned duties. Fingernails must not hinder proper fit of prescribed safety equipment or uniform items.

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

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

7.10.6. Undergarments (Mandatory).

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7.10.6.1. Females. Appropriate undergarments are required to be worn with all uniform combinations. Wear a bra and underpants with all uniforms. Wear of the white V-neck style or athletic tank top undershirt when wearing opened collar service uniforms is authorized. Undershirts will be tucked into slacks or skirts. Undershirts will not have pockets.

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

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

## 7.12. (Added). Body Piercing/Ornamentation

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

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

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

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Figure 3.2. Female Hair Style Examples

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

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



Braided Ponytails/Multiple Braids in a Single Ponytail



Pulled back secured and does not exceed 6 inch radius

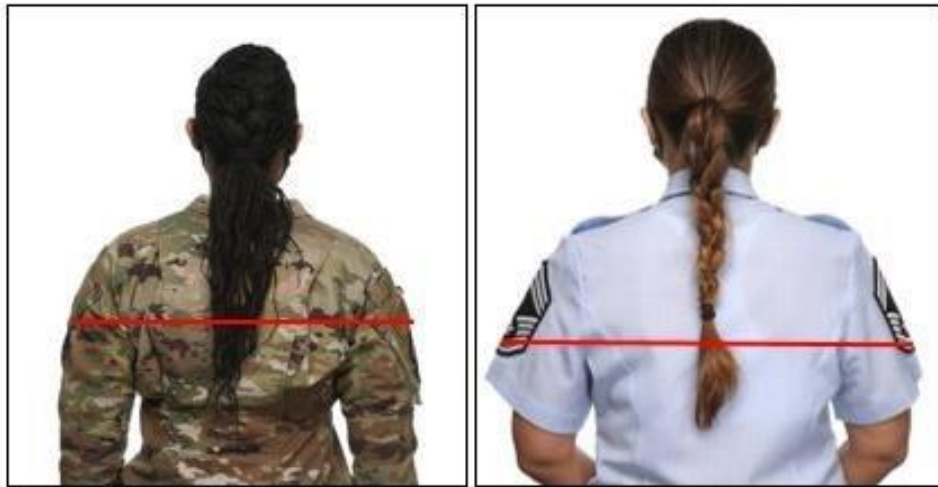


Pulled back secured and does not exceed 6 inch radius



Two Braids Looped Underneath/Two Braids

**Figure 3.3. Unauthorized Female Ponytail Examples.**



Exceeds Length Requirement



Ponytail Fasten on the Crown of Head.

**Figure 3.4. Female Hair Style Examples**

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."



"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."



### 7.13. Specific Male Cadet Grooming Guidelines. (See Figure 3.1)

7.14. **(Change)** Hair-Male. Tapered appearance on both sides and the back of the head, both with and without headgear. A tapered appearance is one that when viewed from any angle outlines the member's hair so that it conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists or spiking. A block-cut is permitted with tapered appearance. Hair will not exceed 2 ½ inches in bulk, regardless of length and ¼ inch at natural termination point; allowing only closely cut or shaved hair on the back of the neck to touch the collar. Hair will not protrude under the front band of headgear. Cleanly shaven heads, military high-and-tight or flattop cuts are authorized. **Prohibited examples (not all- inclusive) are Mohawk, mullet, cornrows, dreadlocks or etched shapes and/or design.** Cadets may have one (cut, clipped or shaved) front to back, straight-line part, not slanted or curved, on either side of their head, above the temple. Part

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will not exceed 4 inches length or ¼ inch width. Men are not authorized to have hair extensions. See **Figure 3.1**

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

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

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

7.16. Mustaches. Male Cadets may have mustaches; however, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and will not extend downward beyond the lip line of the upper lip or extend sideways beyond a vertical line drawn upward from both corners of the mouth. See **Figure 3.1**

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

**7.18. Cosmetics.** Male Cadets are not authorized to wear cosmetics.

**7.19. Undergarments (Mandatory)**

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

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

**7.19.1.2.**

**Figure 3.1. Male Hair Grooming Standards.**



**Sideburns**



**Mustache**

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."



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

## **7.20. Specific Cadet Uniform Wear Guidelines.**

### **7.20.1. Cadet Uniform Wear Guidance/Policy for School Hosted JROTC Events:**

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

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

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

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

**7.20.1.2.** School Sponsored Dining-Ins/Dining-Outs with Awards Ceremony: All AFJROTC and SFJROTC cadets will wear their AFJROTC and SFJROTC Service Dress uniform.

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

**7.20.2.** Cadet Uniform Wear Guidance for Fundraising:

**7.20.2.1.** There are no concerns with businesses contributing money to an AFJROTC and SFJROTC booster club or other private clubs associated

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with AFJROTC and SFJROTC that are NOT established by the Air Force as part of the program.

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

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

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

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

Attachment 7-1

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



Hap Arnold Optional  
Enlisted/Officer Service  
Cap Insignia



OFFICERS  
SERVICE CAP  
INSIGNIA



MODEL ROCKETRY  
BADGE



KITTY HAWK  
AIR SOCIETY  
BADGE



DISTINGUISHED  
CADET BADGE



METAL OR CLOTH



GROUND SCHOOL  
BADGE



FLIGHT SOLO  
BADGE



FLIGHT CERTIFICATE  
BADGE



UNMANNED AIRCRAFT  
BADGE

**Cadets may only wear one of these badges on their uniform**



AWARENESS  
PRESENTATION  
TEAM BADGE

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



AEF BADGE

Badges/Insignia not listed here are unauthorized for wear.

Attachment 7-1 (continued)

**AUTHORIZED AIR FORCE JROTC  
BADGES AND INSIGNIA**

**Marksmanship Badges – Wear Only One**



CMP Awarded Badges



Unit Awarded Badges

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



Marksmanship  
Shield

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

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

**Marksmanship badges will not be worn with medals.**

**Badges/Insignia not listed here are unauthorized for wear.**

"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

## Attachment 7-2

# AIR FORCE JROTC RANK INSIGNIA

### CADET OFFICER RANK



SECOND  
LIEUTENANT



FIRST  
LIEUTENANT



CAPTAIN



MAJOR



LIEUTENANT  
COLONEL



COLONEL

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

### CADET ENLISTED RANK

AIRMAN BASIC:  
NO RANK INSIGNIA



AIRMAN



AIRMAN  
FIRST CLASS



SENIOR  
AIRMAN



STAFF  
SERGEANT

For SFJROTC

Spec 1

Spec 2

Spec 3

Sgt



TECHNICAL  
SERGEANT



MASTER  
SERGEANT



SENIOR  
MASTER  
SERGEANT

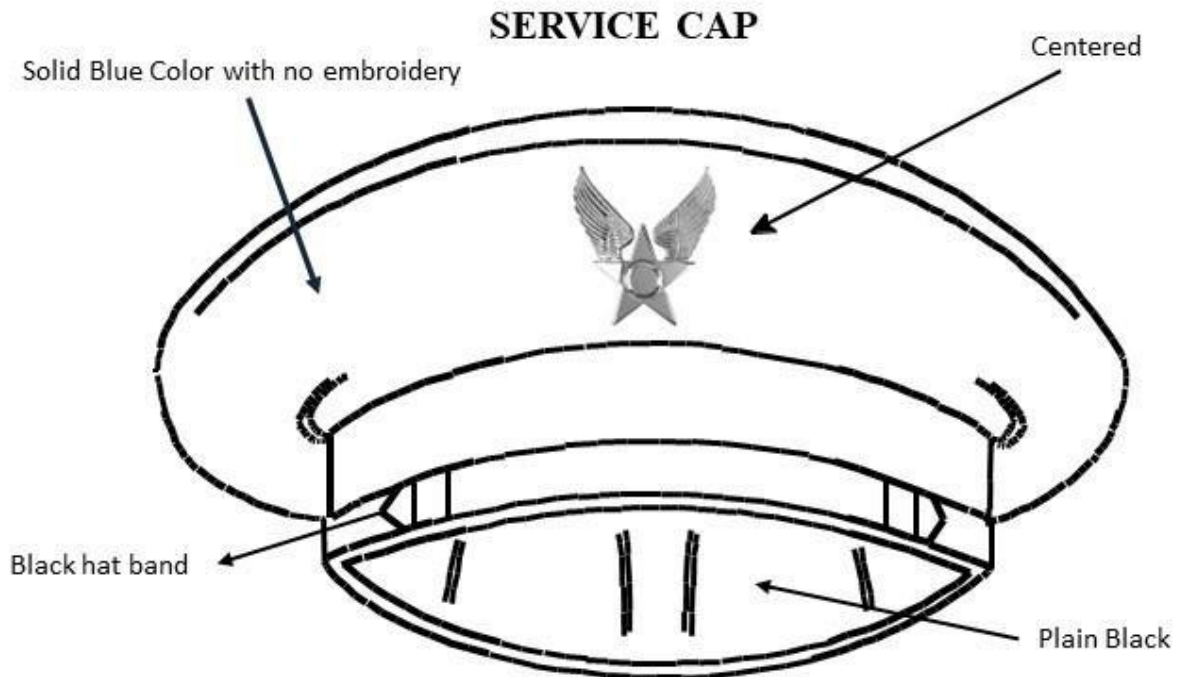


CHIEF  
MASTER  
SERGEANT

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

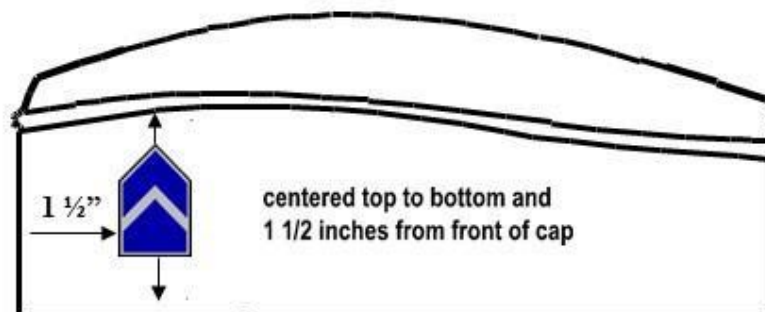
Rank insignia not listed here is unauthorized.  
The First Sergeant device is not authorized.

## CADET MALE HEADGEAR



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

### FLIGHT CAP\*



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

## Attachment 7-4

# CADET FEMALE HEADGEAR

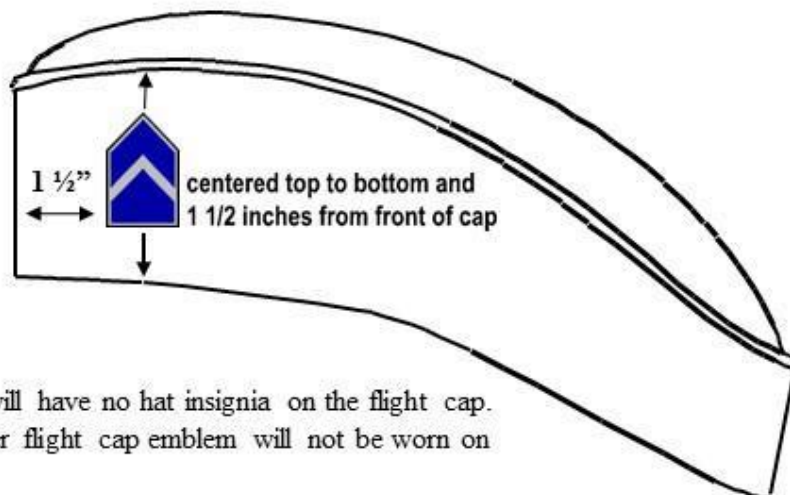
## SERVICE CAP

Solid Blue Color with no embroidery



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

## FLIGHT CAP\*



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



## CADET BERET HEADGEAR

### BERET

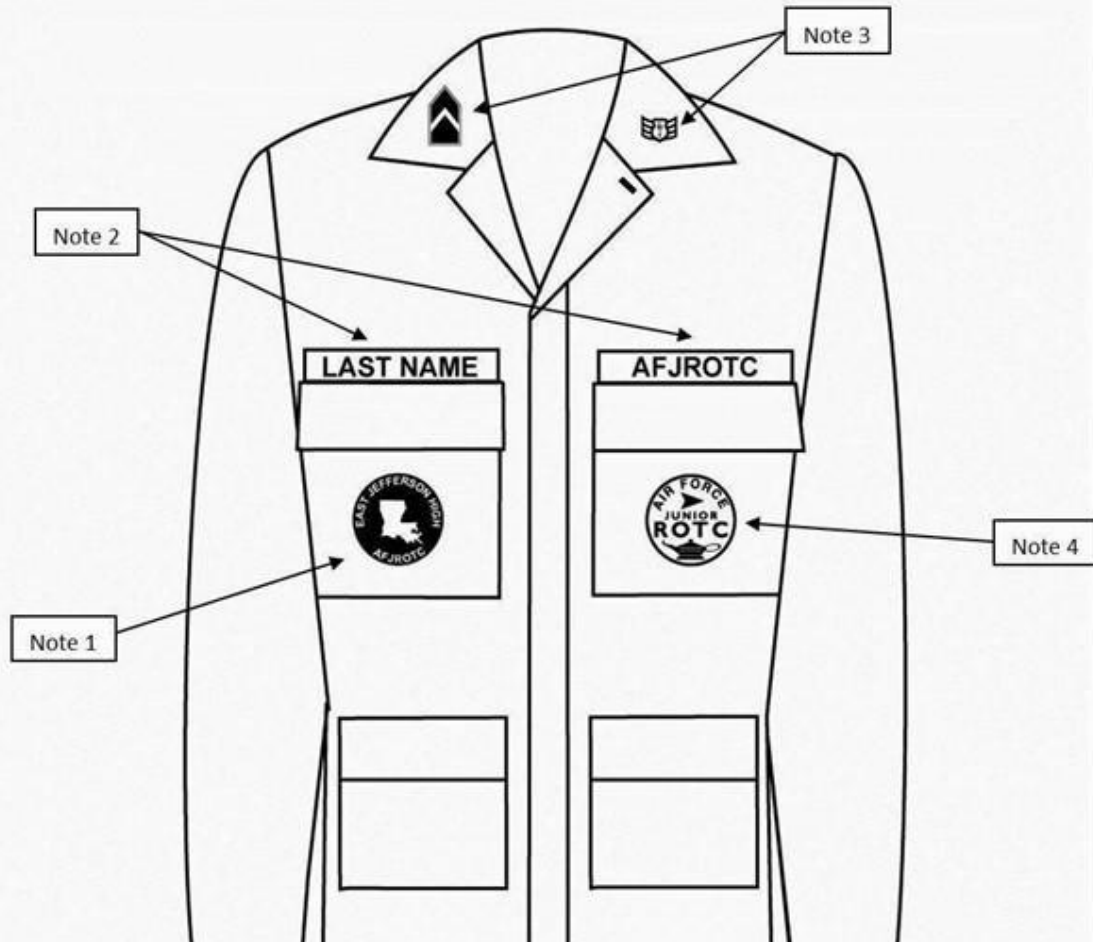


Berets.

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

## Attachment 7-6a

### CADET ABU Male and Female



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

Attachment 7-6b

**CADET OCP  
Male and Female**

Full Color American Flag will be worn centered at the top and the Unit Patch may be worn below flag on the right sleeve.

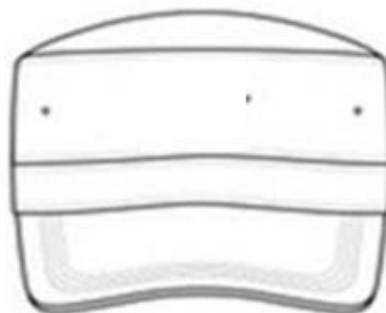


White Lamp of Knowledge Patch will worn be on left sleeve

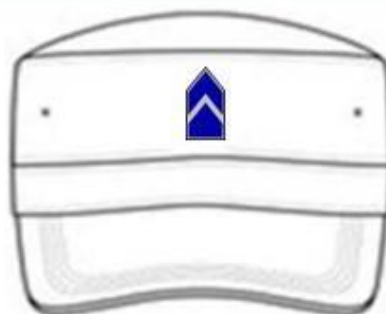
"I will not lie, cheat, or steal, nor in any way disgrace myself, AFJROTC, or the United States flag."

Attachment 7-7

**CADET ABU and OCP HEADGEAR**



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



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

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

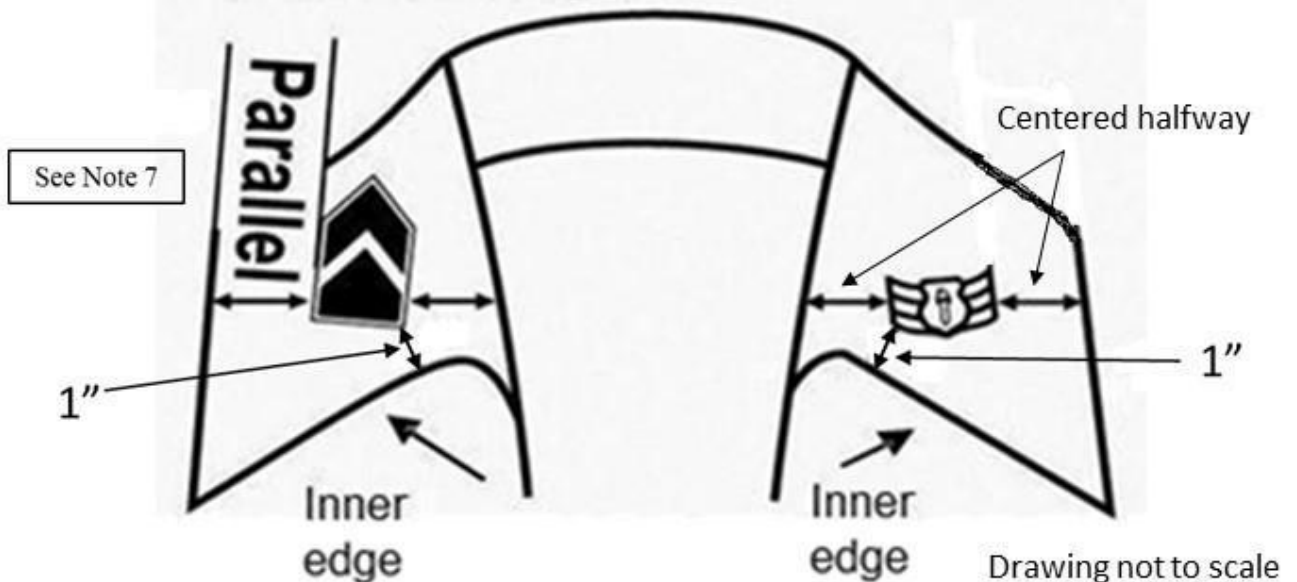
**Exception is for Cadet Leadership Course (CLC) specific headgear that will ONLY be worn during the period of the CLC course.**

## Attachment 7-8

### CADET LIGHT WEIGHT BLUE JACKET



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

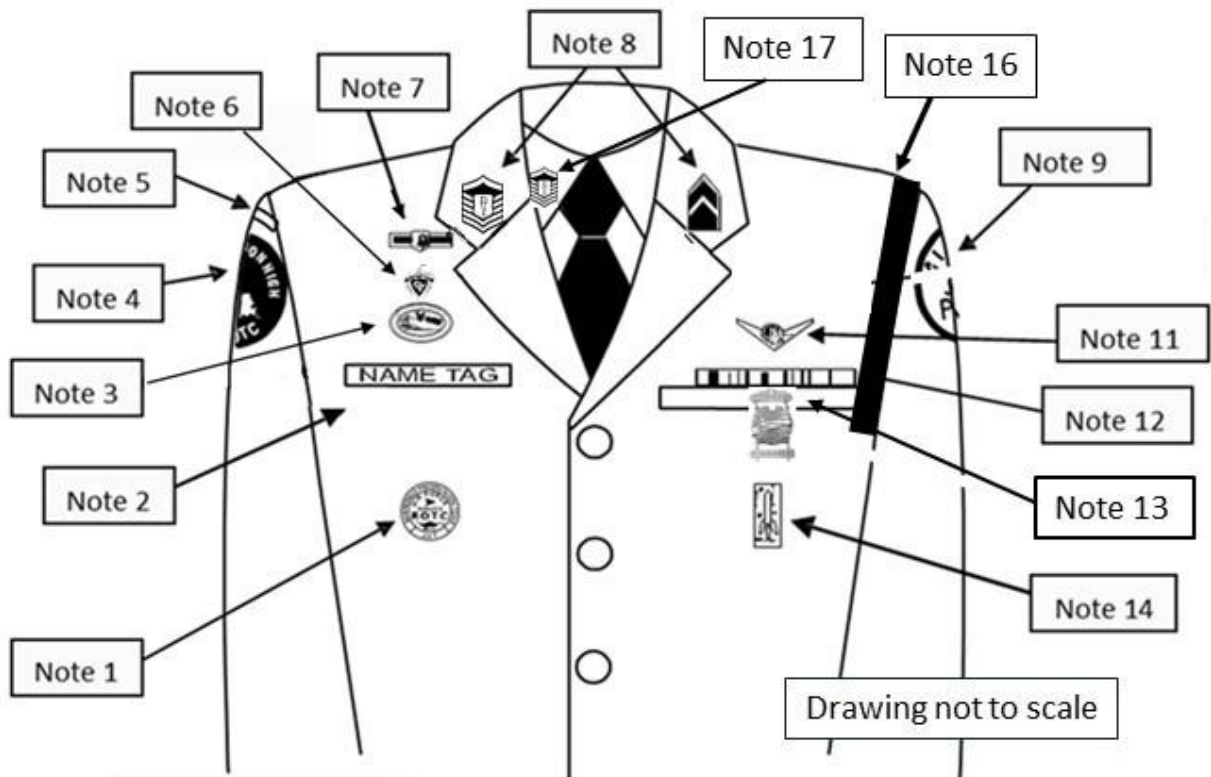


Drawing not to scale

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

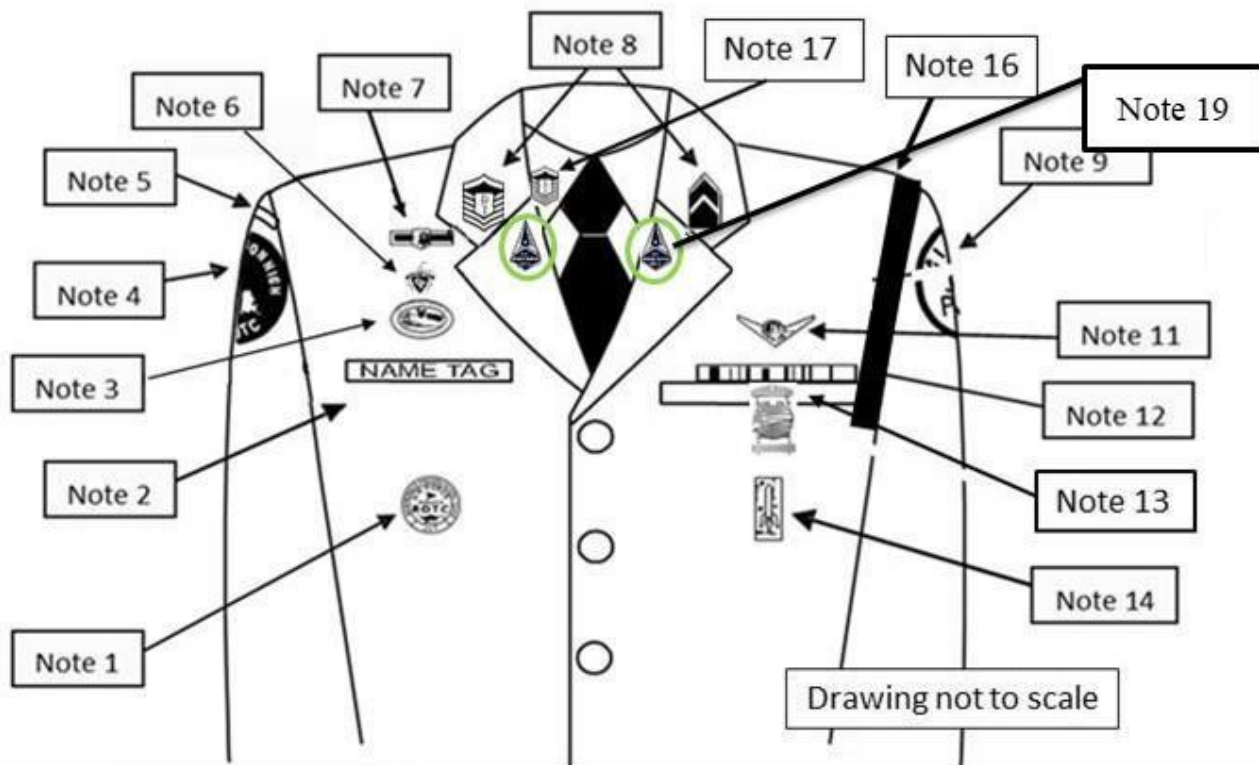
## Attachment 7-9

# CADET MALE SERVICE DRESS



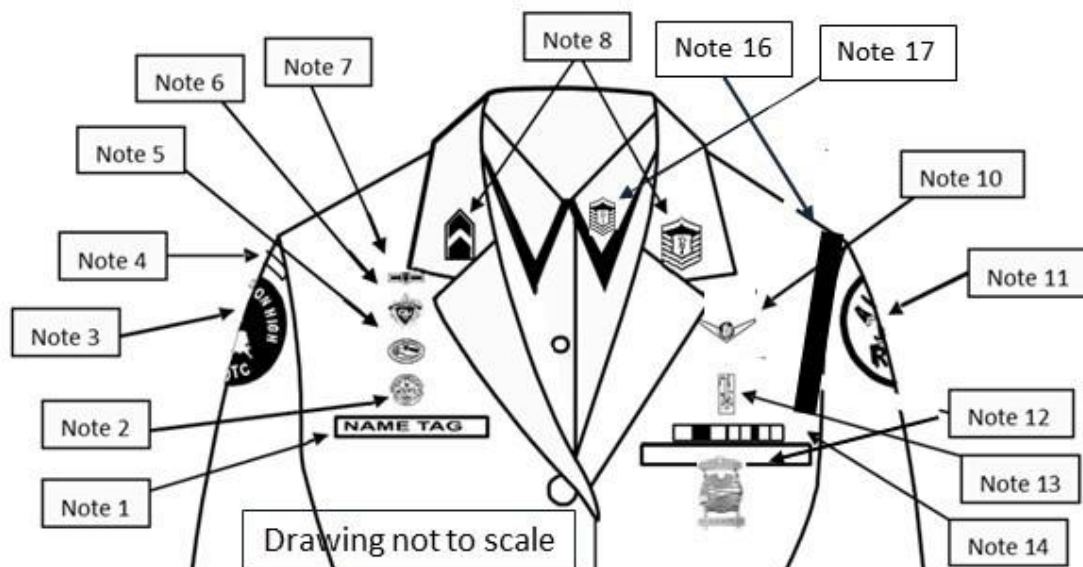
1. Awareness Presentation Team (APT) Badge. Centered 3 inches below the bottom of the silver name tag.
2. Silver Name tag, mandatory. Center on the right side between arm seam and lapel with bottom edge parallel to top of welt pocket.
3. Kitty Hawk Badge. See Note 15 below.
4. Unit patch. Place  $\frac{1}{2}$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

## CADET MALE SERVICE DRESS



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

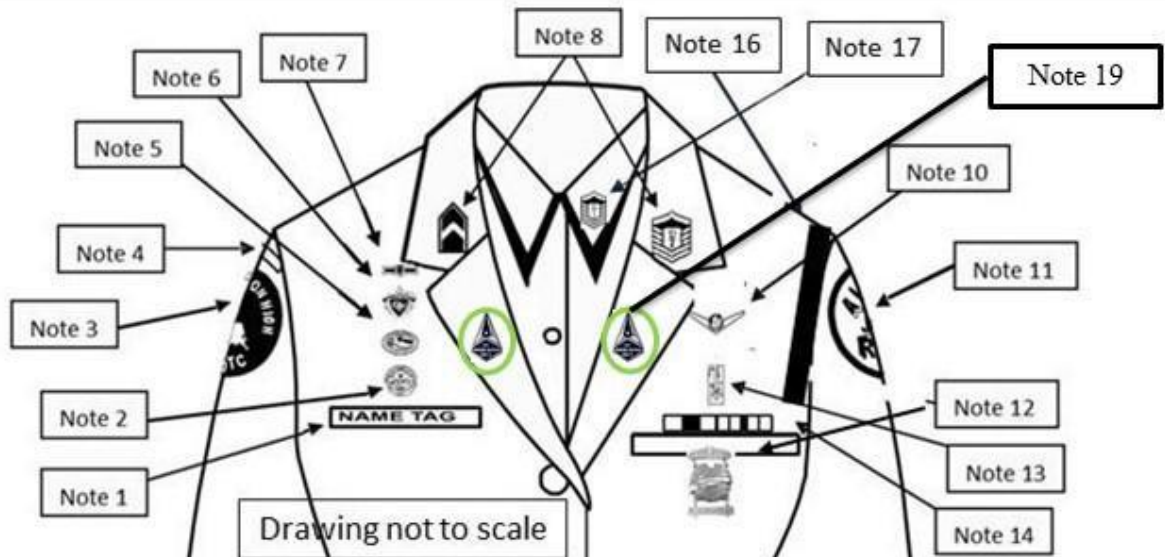
## CADET FEMALE SERVICE DRESS



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



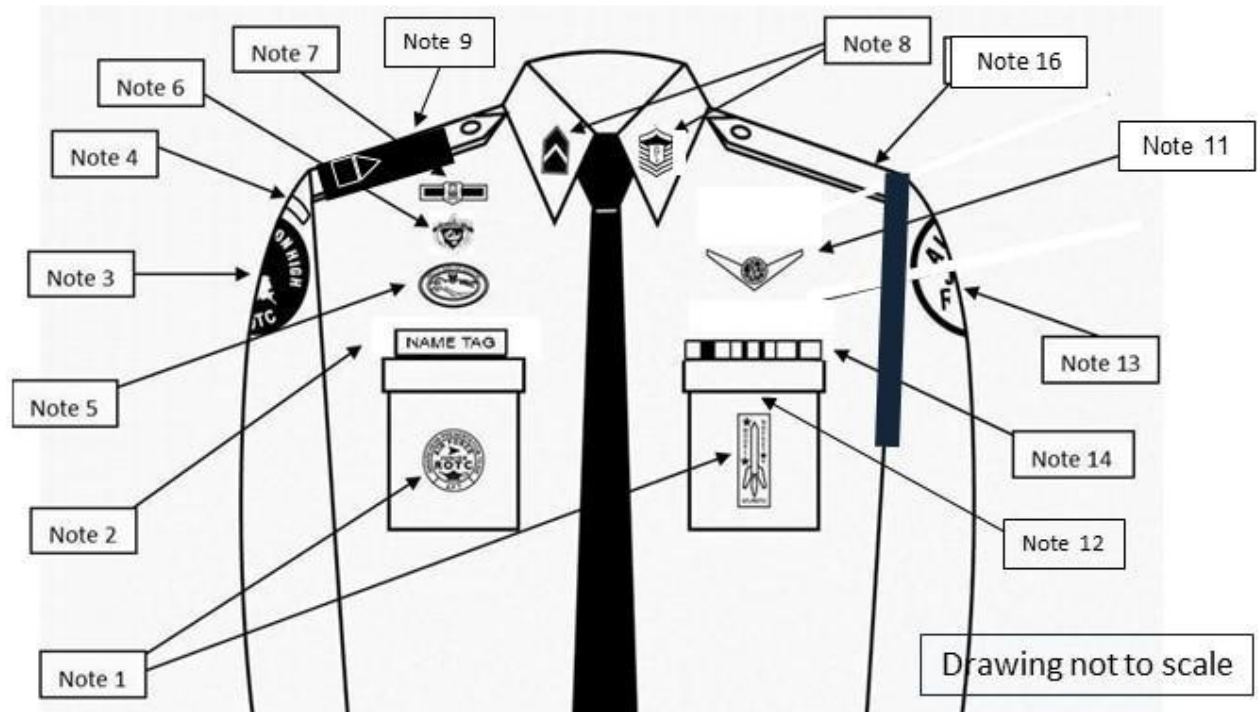
## CADET FEMALE SERVICE DRESS



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

## Attachment 7-11

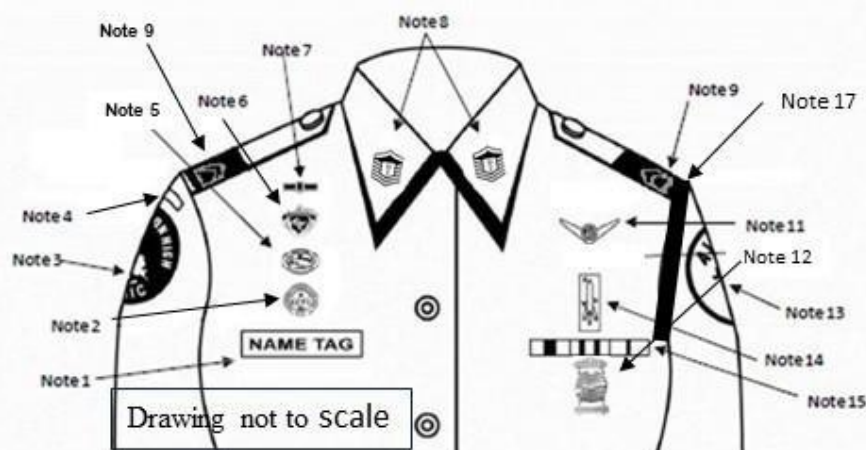
# CADET MALE BLUE SHIRT



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

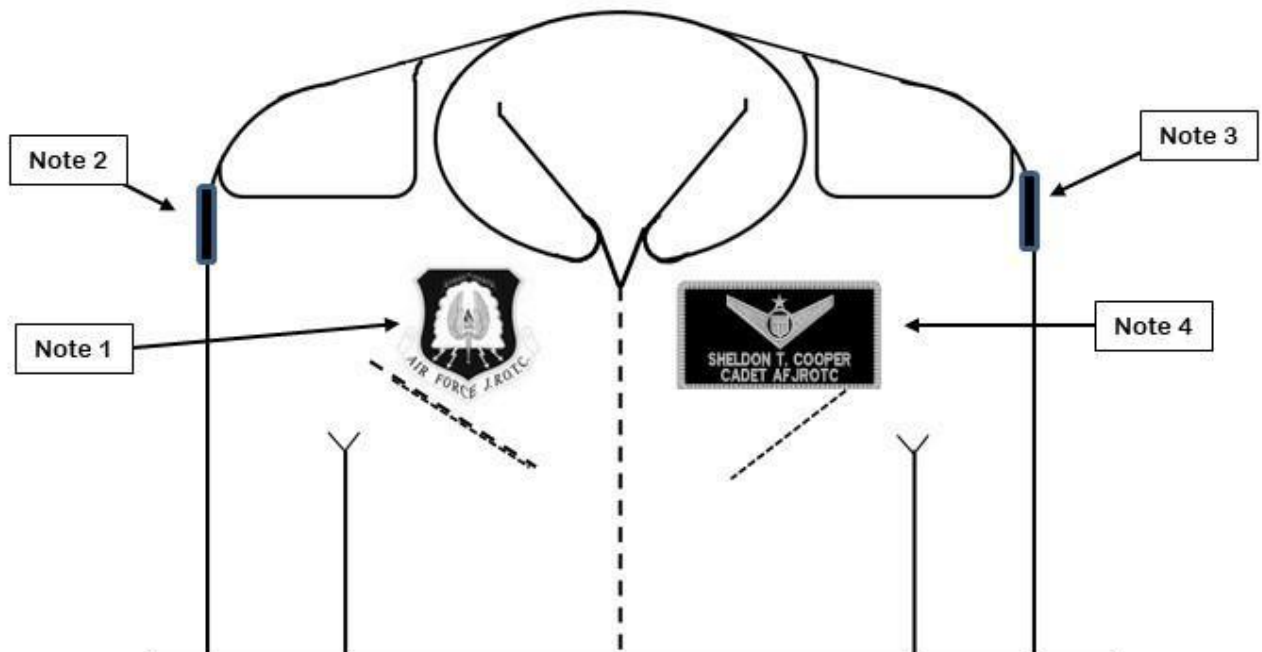
## Attachment 7-12

### CADET FEMALE BLUE SHIRT



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

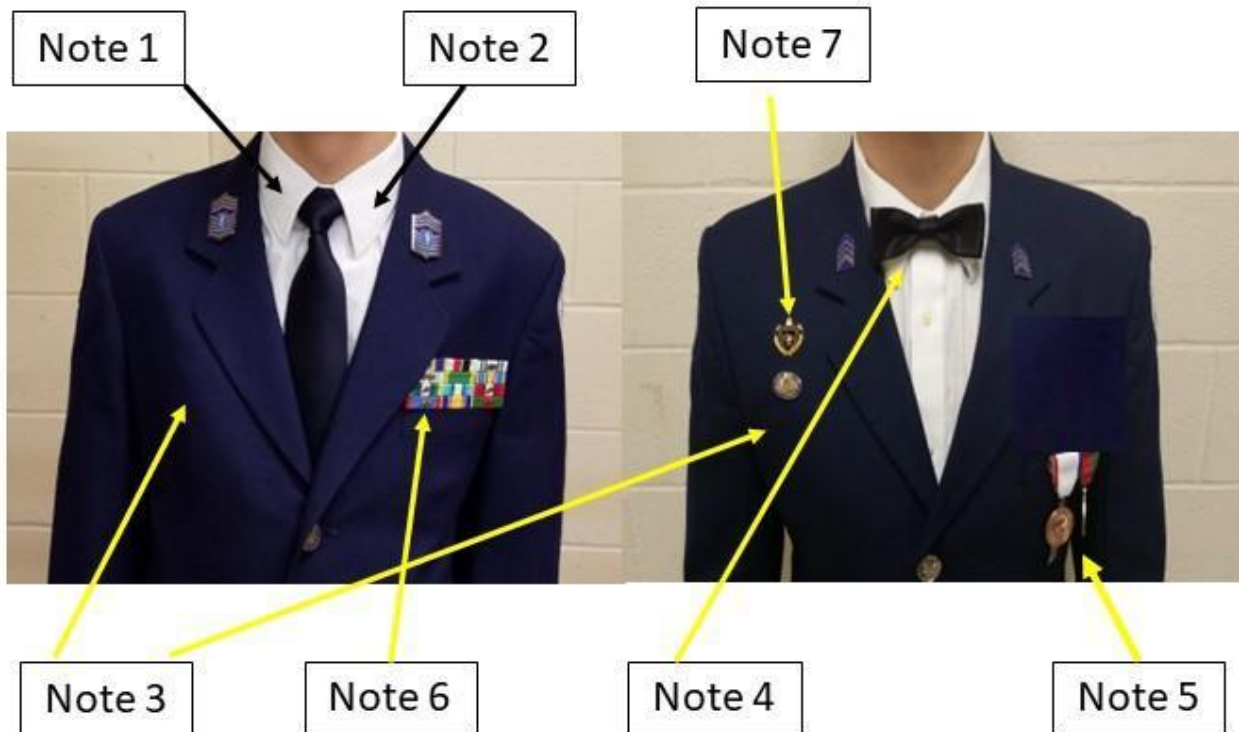
## FLIGHT SUIT (Male and Female)



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

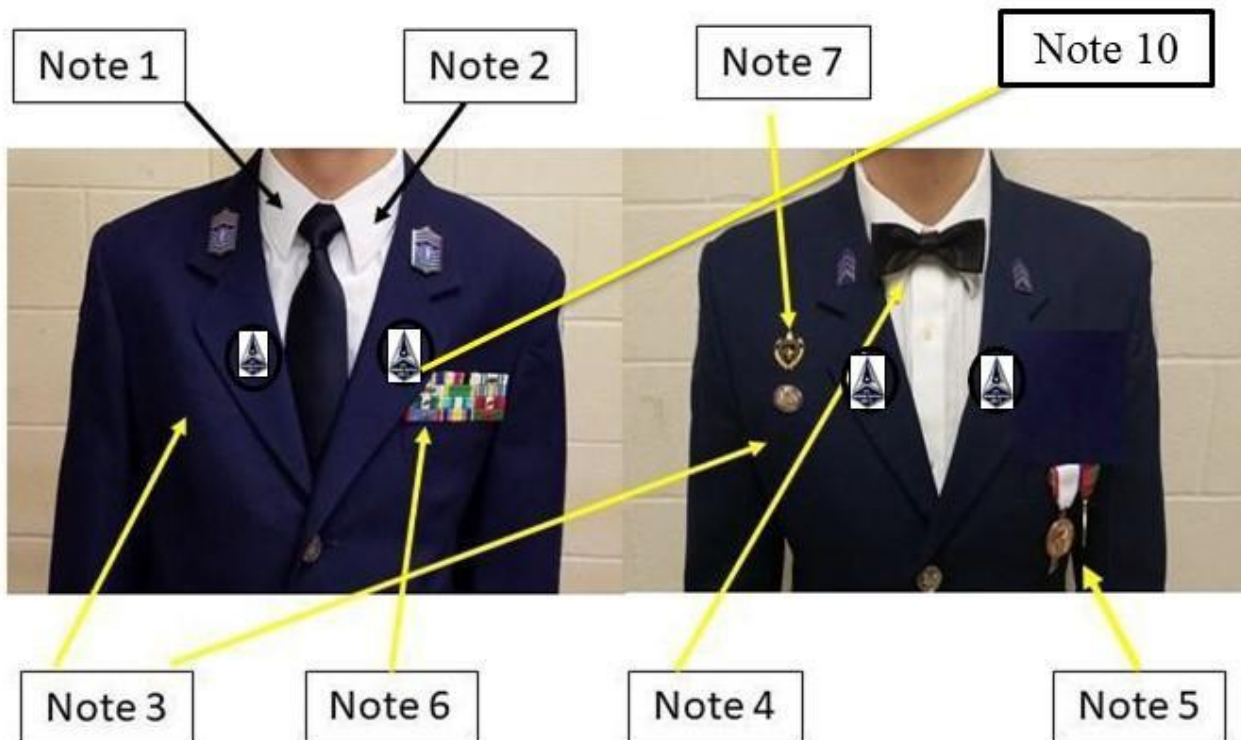
## Attachment 7-14

### Semi-Formal Dress Uniform



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

### Semi-Formal Dress Uniform



1. The blue or white long-sleeve shirt will be plain, knit or woven, commercial type with a short or medium point collar, with button or French cuffs.
2. Enlisted members do not need to wear two sets of ranks on the semi-formal uniform.
3. The Silver Name Tag will not be worn on the semi-formal dress uniform.
4. Black or Blue bow tie may be worn with the semi-formal uniform (white shirt only).
5. Large medals will be worn on the semi-formal uniform coat ½ inch below the top of the welt of the pocket, centered on the pocket. If medals are worn, ribbons will not be worn (no mixing).
6. AFJROTC ribbons may be worn on the semi-formal uniform. If ribbons are worn, medals will not be worn (no mixing).
7. Authorized badges may be worn on the semi-form dress uniform. If medals are worn, badges that are normally worn directly under the ribbon rack will not be worn.
8. Headgear is not worn with the semi-formal dress uniform.
9. Per Chapter 7 para 7.8.4.8. **Mess Dress Uniforms are not authorized for wear by AFJROTC cadets.**

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

## Attachment 7-15

### Sample Exhibition Uniform



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

## Attachment 7-15 (continued)

### Sample Exhibition Uniform



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



Attachment 7-16

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



Attachment 7-16 (continued)

**Sample Uniform Pictures**



## CHAPTER FIFTEEN

### **Reserve Cadet Definition & Participation requirements**

**7.1.4.** Reserve Cadet. A Reserve Cadet is basically a cadet who cannot enroll in AFJROTC program for the sole purpose of participating in co-curricular (after school) activities. To qualify as a Reserve Cadet, a student will meet one of the following criteria, with SASI concurrence:

**7.1.4.1.** The student has completed the entire AFJROTC Academic Program at the school and cannot continue without duplicating curriculum courses.

**7.1.4.2.** The student is currently enrolled in a 4x4 scheduled unit, has completed an AFJROTC course during Term #1 (the first semester), but is not participating in an AFJROTC course during Term #2 (the second semester).

**7.1.4.3.** The student is in a Traditional scheduled school, but cannot participate in the AFJROTC academic program for that particular year due to only duplicated courses being offered.

**7.1.4.4.** A student must have been a cadet for at least one academic year (academic term for 4x4) prior to being considered a Reserve Cadet.

**7.1.4.5.** Reserve Cadets may participate in all AFJROTC activities (community service, drill team, honor guard, etc.). Time in reserve status does not count towards the Certificate of Completion, nor do Reserve Cadets count towards minimum unit enrollment or unit funding. Reserve Cadets may retain their uniform for the entire academic year.

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## CHAPTER SIXTEEN

### WINGS

**7.1.5.** Units must accurately report the total number of active cadets within their program on PSR reporting dates in October and February. Additionally, WINGS will be updated within 10 calendar days of any change. Accurate accounting is essential to ensure units are funded correctly and minimum viability is met.

**7.2.** WINGS Utilization. WINGS is the AFJROTC official system of record and its use is mandatory. Instructors and cadets will use WINGS in daily unit operations for obtaining current regulatory guidance, forms, and information, as well as to ensure compliance with all AFJROTC policies.

**7.2.1.** Each instructor will log into WINGS and the instructor's AFIROTC.com email at least weekly to ensure he/she remains current on all announcements, performs all required system updates, and meets all required suspenses.

**7.2.2.** Waivers. All waivers, regardless of subject, must be requested and approved in WINGS. Any waiver not residing in WINGS is not a valid waiver. Any prior legacy or verbal waiver (e-mail, letter, etc.) previously approved must be re-accomplished in WINGS for continuance. All dress and appearance waivers must be submitted via WINGS and include two photos (front and side view of a cadet wearing the items requested. This includes waivers for all unique Co-Curricular team uniforms.

**7.2.2.1.** Curriculum Waivers will be requested in the "Define Unit Courses" module by first building the course as needed and then requesting a waiver via the link entitled "Request Content Waiver for this Course." All curriculum waivers will be boarded and approved by Holm Center JROTC Education & technology Integration.

**7.2.3.** Events. All Leadership Development Requirements (LDR), community service activities, CIA trips, fundraisers and competitions will be annotated in the WINGS "Events" Module within one week of the event to maintain accurate and up-to-date information throughout the school year.

**7.2.3.1.** LDRs (aka: Co-curricular) are activities which are a critical component of a successful AFJROTC unit and will be incorporated into the program. Operation and supervision of DR activities are to be considered a shared responsibility between the SASI and

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ASI(s). LDR activities are AFJROTC-sponsored and school-approved teams and/or committees that normally plan or participate in events conducted outside classroom hours (before school/after school). These events are planned, organized and executed by the cadet corps while being supervised by a certified AFJROTC Instructor. Units should offer a sufficient variety of LDR activities (planning committees or teams) to attract maximum cadet participation. Committees plan events such as the Military Ball, parades, award ceremonies, etc. Teams participate in drill competitions, orienteering competitions, Raiders team/competition, Color Guard, marksmanship, Saber Team, model rocketry, multicopter, RC airplane, PT Teams, APT Teams, etc. NOTE: LDR activities does not include CIA Trips, but could include community service (i.e., Color Guard presenting Colors, teams serving the community). Instructors will closely monitor WINGS "events" entries by cadets to ensure each entry is thorough and accurate.

**7.2.3.2.** Instructors and cadets will be positive AFJROTC ambassadors and perform AFJROTC program outreach to school leadership, school boards, school district leadership, community organizations and leaders, etc.

**7.2.3.3.** Community Service. Community Service is defined as voluntary, unpaid work intended to help or benefit a person, or persons, in a particular area. AFJROTC Community Service activities are unpaid AFJROTC-sponsored and school-approved events which are planned, organized and executed by the cadet corps while being supervised by a certified AFJROTC instructor to help or benefit the school or community. Units will annotate in WINGS only those activities which meet this Community Service criteria within one week of the event. Units will enter only the true community service hours worked in WINGS. Any prior- or post-preparation time (before or after the event) will be documented as a separate co-curricular event in WINGS. Any planning sessions (pre or post event) will be documented as a separate co-curricular event. Additionally, practice sessions (i.e., color guard, saber team. etc.) in advance of an event will not be logged for community service. The unit will not document nor count any community service hours conducted by an individual cadet when the cadet is not operating under the auspice of AFROTC. For example, if the cadet is doing community service projects with their church or boy/girl scout organization, those hours cannot be attributed to AFJROTC due to it not meeting the required criteria.

**7.2.3.4.** When an AFROTC unit conducts a fundraising activity for the monetary benefit of the unit, it will be annotated in WINGS as a 'Fundraiser.' When a fundraising activity is accomplished solely to raise money for another entity or organization, the event would meet the required criteria for a community service event. NOTE: Units will adhere to uniform guidelines in this instruction and AFJROTC Consolidated Operational Supplement, Chapter 7.

**7.2.4.** Instructors will ensure all of their school contact information, including instructors, superintendent, and principal names, as well as all school and unit addresses and phone numbers, are kept current.

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**7.2.5.** Self-Assessments are required annually NLT 15 March or NLT 30 days prior to an external evaluation (whichever comes first). The HQ-AFJROTC representative will review the self-assessment prior to external visits to evaluate the accuracy and thoroughness of the unit's self-assessment, findings and corrective actions. NOTE: Unit-identified findings must be consistent with findings identified during the external evaluation to avoid a potential discrepancy during an external evaluation.

**7.2.6.** Cadet Access. Instructors will manage cadet access to include entering cadet leaders to the JROTC Cadet Access area of WINGS, as well as monitoring and approving changes made by cadet leaders.

## CHAPTER SEVENTEEN

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## **VERBAL / PHYSICAL DISCIPLINE AND HAZING**

**7.3.** Any form of hazing, whether verbal or physical, will not be tolerated in any AFJROTC unit or activity. In addition, requiring cadets, individually or as a group, to perform any physical action as a reprimand, punishment, or for failure to perform will also not be tolerated. Cadets will not condone or encourage any type of hazing or initiation rituals.

**7.3.1.** Examples of prohibited physical activities include, but are not limited to: push-ups, running laps, or any inappropriate physical contact such as shoving, pulling or grabbing.

**7.3.2.** Any form of verbal abuse, teasing, public rebuke or any attempt to otherwise humiliate a cadet is prohibited.

**7.3.3.** This prohibition is applicable to all AFJROTC unit activities, and includes instructors, cadets and any personnel involved with or participating in an AFJROTC unit or activity.

**7.3.4.** Unauthorized Clubs. No unit may encourage, facilitate, or otherwise condone secret societies or private clubs as part of the AFJROTC program.

**7.3.5.** Instructors will publish this prohibition in the unit's Cadet Guide or operating instruction.

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## CHAPTER EIGHTEEN

### CADET RULES

1. Attend all meetings and events on time and in the proper uniform.
2. Show respect to instructors, fellow cadets, and all members of the military.
3. Do not engage in any form of harassment or bullying, whether it be physical, verbal, or online.
4. Do not use drugs, alcohol, or tobacco while participating in any AFJROTC activities.
5. Follow all rules and regulations of the school and the AFJROTC program.
6. Maintain a clean and professional appearance at all times.
7. Keep all cadet information and activities confidential, unless otherwise directed by the instructor.
8. Follow all safety procedures and protocols as directed by the instructor.
9. Do not participate in any behavior that would reflect negatively on the AFJROTC program or the U.S. Air Force.
10. Do not participate in any criminal activities or engage in any behavior that could lead to criminal charges.
11. Take Responsibility for your actions and maintain the integrity of the program and the unit
12. Foster a positive learning and working environment that promotes excellence, teamwork and mutual respect.

It's important to note that these rules and regulations may vary depending on the unit, school or state and are subject to change at any time. These rules should serve as a general guidance for all cadets to follow. Following these rules will allow you to have a great experience in AFJROTC, being a responsible and respectful member of the unit and contributing to the development of your leadership skills.

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