

BLUE RIDGE HIGH SCHOOL

South Carolina-20023

Cadet Handbook



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INTRODUCTION

The Cadet Handbook provides statements of policy, guidance, and direction for normal operation of the SC-20023 Air Force Junior Reserve Officer Training Corps (AFJROTC). The Cadet Handbook should be used in conjunction with Headquarters AFJROTC and applicable Air Force instructions.

NOTE: The use of the terms "he", "him", or "his" is Standard English grammar usage and is not intended to imply or infer gender preference.

BACKGROUND INFORMATION

The SC-20023 Group of AFJROTC was established at Blue Ridge High School by the South Carolina Delegation in 2002 in accordance with Public Law 88-647.

AFJROTC is a four-year course of instruction in Aerospace Science and Leadership Education. The curriculum integrates military history, physical sciences, military drill and ceremonies, and the elements of leadership and management into a well-rounded course of instruction. Acquiring a sense of responsibility and developing self-discipline are key objectives of the program. Our goal is for cadets to become better citizens capable of dealing successfully with the challenges of adult responsibilities in life.

AFJROTC is a citizen development program, not a recruiting program. Students do not incur any military service obligation by taking AFJROTC. Those who complete two, three or four years in the program may be eligible to enlist in any branch of the service in a higher pay grade. Those with high academic achievement may compete for ROTC scholarships or for appointments to any of the U. S. Military Academy's.

CHAPTER ONE

HISTORY, MISSION

1. HISTORY. AFJROTC was founded under Public Law 88-647, called “The Revitalization Act of 1964.” The first AFJROTC units began operation in 1966 at just 20 high schools. Today there are over 880 AFJROTC units at high schools in the United States and at military bases around the world—125,000 AFJROTC Cadets! Our unit, SC-20023, was established at Blue Ridge High School in 2002. The unit designation SC-20023 indicates that our unit was the 3rd AFJROTC unit activated in South Carolina in 2002.

2. MISSION STATEMENT

The mission of AFJROTC is to develop citizens of character. The mission of AFJROTC SC-20023 is to help our cadets become better citizens in school, community, and country by providing opportunities for the development of teamwork, leadership, personal responsibility, self-discipline, and academic excellence. Our motto is “Shaping Tomorrow’s Leaders” which can be found on our unit patch.

3. ENROLLMENT ELIGIBILITY

To be eligible for membership in the SC-20023 AFJROTC program, students must:

- Be enrolled in and attending a regular course of instruction at Blue Ridge High School or Greer High School.
- Be physically able to participate in AFJROTC physical training program

CHAPTER TWO

CADET APPEARANCE

1. Cadet uniform wear and dress and grooming standards are governed by *Operational Supplement Chapter 7: Uniform and Awards, Operational Supplement 1 August 2023*. Cadets are expected to understand the supplement and adhere to it. A link is provided on the SC-20023 website and below.

[Chapter 7 Operations Supplement - Dress and Grooming Standards](#)

2. The following awards have additional unit requirements for SC-20023.

- **Outstanding Flight Ribbon** - Awarded each academic semester to cadets in a flight designated Outstanding Flight. Criteria normally include academic grades, uniform wear, conduct, fundraising, and involvement in corps activities, instructor discretion.
- **Outstanding Cadet Ribbon** - This ribbon is awarded annually to the outstanding first-year, second-year, third year, and fourth-year cadets. The recipients must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and attain academic and military excellence. Cadets must have an “A” average in AFJROTC. Instructor discretion.
- **Leadership Ribbon** - Awarded for outstanding performance in a position of leadership as an AFJROTC cadet in corps activities. Recognition goes to cadets who have consistently displayed outstanding leadership ability above and beyond expected performance. Instructor discretion.
- **Superior Performance Ribbon** - Awarded at the instructor’s discretion for outstanding achievement or meritorious service rendered specifically on behalf of AFJROTC. Recognition goes to cadets whose achievements and services are clearly outstanding and exceptional when compared to achievements and accomplishments of other cadets. Ribbon awarded to no more than the top 10% of the cadet corps.
- **Achievement Ribbon** - Awarded to cadets for a significant achievement as deemed appropriate by the instructor. Individuals may not receive more than one ribbon during a one-year period.
- **Academic Ribbon** - Ribbon awarded for academic excellence as signified by attaining an overall grade point average of at least “B” for one academic semester, in addition to an “A” average in AFJROTC. Cadets may only receive one award annually.
- **Cadet Leadership Course (CLC) Ribbon** - Awarded for completion of an approved leadership school program of at least 3 days in duration. For each additional CLC completion an additional bronze star will be awarded. Silver Star will be awarded for outstanding performance or leadership ability at a CLC instead of the Bronze Star. Limit the Silver Star to 10% of the class.

- **Special Teams Placement Ribbon** - Ribbon awarded to team members for placing 1st, 2nd or 3rd in an Air Force or Joint Service (local, regional, state or national-level) Competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc. Cadets may only receive one award annually per team they are a member of.
- **All-Service National Competition Award** - Is a medal/ribbon awarded to team **members who competed** at a Joint/All Service national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc. Cadets may only receive one award annually.
- **Air Force Nationals Competition Award** - Awarded to team members who competed at an Air Force only national-level competition to include Drill Teams, Color Guard Teams, Marksmanship Rifle Teams, Saber Teams, Academic Bowl Teams, CyberPatriot, StellarXplorers etc. Cadets may only receive one award annually.
- **Orienteering Ribbon** - Awarded to team members for completing unit specific Orienteering Program as part of unit curriculum. Additionally cadets will compete in an orienteering competition at the local level or higher. Cadets may only receive one award annually.
- **Leadership Development Requirement (LDR) Leadership Ribbon** - Is a ribbon awarded at the SASI's discretion for leadership in AFJROTC 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.).
- **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). No more than one award annually.
- **Color Guard Ribbon** - Cadets must perform at least 5 color guard performance events to receive this ribbon (cumulative). Cadets may only receive one award annually.
- **Saber Team Ribbon** - Cadets must perform at least 3 saber team performance events to receive this ribbon (cumulative). Cadets may only receive one award annually.
- **Marksmanship 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). Cadets may only receive one award annually.
- **Good Conduct Ribbon** - Cadets must not have received a referral (this includes no ISS/OSS) for an academic semester to be eligible to qualify for this award. Cadets may only receive one award annually.
- **Service Ribbon** - Awarded for distinctive performance in school, community, or AFJROTC service projects. Cadets must achieve 12 hours of service during the academic school year. Cadets may only receive one award annually.

- **Health and Wellness Ribbon** - This ribbon is 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.) Cadets may only receive one award annually.
- **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. See Chapter 12 APT and Recruiting. For each successive 2 cadets recruited a bronze oak leaf will be earned.
- **Activities Ribbon** - Awarded for participation in Leadership Development Requirement (LDR) activities other than those that qualify for a ribbon currently on the ribbon chart. The activity is eligible for a ribbon based on SASI discretion but can include Spirit Squad and Planning Committee.
- **Attendance Ribbon** - Awarded to cadets who have no more than three AFJROTC absences during academic semester. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded. Cadets may only receive one award annually.
- **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. Cadets may only receive one award annually.
- **Longevity Ribbon** - Is a ribbon awarded for successful completion of each AFJROTC school year or semester. Cadets may only receive one award annually. Cadets in a 4X4 block schedule taking AFJROTC classes both semesters during a school year may only receive one ribbon and/or cluster for that school year.
- **Bataan Death March Memorial Hike Ribbon** - Awarded to honor and remember the sacrifices of the victims and survivors of World War II's Bataan Death March, AFJROTC units may conduct an optional 14-mile Bataan Death March Memorial Hike. This event must be accomplished on a locally determined 14-mile course (trails, road courses, tracks, etc.). Units may complete the full hike in a span of one to no more than 3- days. Cadet safety must be monitored at all times and advanced planning for any first aid/medical attention is paramount. Cadets who fully complete the 14-mile hike are authorized to wear the ribbon. Additionally, no fees can be charged to participate in the Memorial March. 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. Cadets may only receive one award annually.

- **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. To receive this award, cadets must have participated in a minimum of 5 flag events.
- **CIVIL AIR PATROL (CAP) AWARDS:** Only five CAP ribbons (General Carl Spaatz Award, General Ira C. Eaker Award, Amelia Earhart Award, General Billy Mitchell Award, and General J.F. Curry Achievement Award) may be worn on the AFJROTC uniform.
- **USAA Educational Foundation (EF) Joint Service Academic Bowl (JLAB) Ribbon:** Is a ribbon awarded to cadets who participate in the Joint Leadership and Academic Bowl (JLAB) Practice Test and the subsequent rounds of JLAB competition. The award recognizes individual efforts toward achieving a clear understanding of core subjects including math, science, language arts, leadership, current events, and financial literacy. This ribbon replaces the former AFJROTC JLAB Team Ribbon. The former JLAB Ribbon may not be worn, it will be replaced with the new USAA EF JLAB Ribbon to qualifying cadets. For each additional ribbon earned an additional bronze oak leaf cluster will be awarded.
- **Cyber Patriot Ribbon.** Cadets must be a member of the Cyber Patriot team. The ribbon is awarded for participation and completion of Cyber Patriot Team Competition. 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.)** Cadets may only receive one award annually.
- **StellarXplorers Ribbon.** Cadets must be a member of the StellarXplorers team. The ribbon is awarded for participation and completion of StellarXplorers Team Competition. 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. Cadets may only receive one award annually.
- **Raiders Team Ribbon.** Cadets must be a member of the Raiders Team. The ribbon is awarded for participation and completion of a Raider Team Competition. 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. Cadets may only receive one award annually.
- **Military Model Building Team Ribbon.** Cadets must be a member of the Military Model Building Team/Club. 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. Cadets may only receive one award annually.

- **Unmanned Aircraft Systems (UAS) Ribbon.** Cadets must be a member of the UAS team/club. UAS vehicles include multi-copters, drones, and remote-controlled aircraft/vehicles. The ribbon is awarded for completing unit UAS familiarization and flying three filming sessions/events for the school or AFJROTC.. 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. Cadets may only receive one award annually.
- **Robotics Ribbon.** Cadets must be a member of the Robotics club/team for at least one year.. 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. Cadets may only receive one award annually.

3. BADGES.

- **Ground School Badge:** Awarded for completion of the AFJROTC aviation honors ground school curriculum or successful completion of another aviation ground school program prescribed by the FAA. The badge is ordered through WINGS.
- **Flight Solo Badge:** Awarded to any cadet possessing a solo flight certificate signed by a FAA certified flight instructor for either powered or non-powered aircraft. The badge is ordered through WINGS.
- **Pilot Certificate Badge:** Awarded to any cadet who possesses a valid FAA pilot's certificate for either powered or non-powered aircraft. The badge is ordered through WINGS.
- **Awareness Presentation Team (APT) Badge:** Cadets must be nominated by senior cadet staff and approved by the SASI/ASI in order to be on the Awareness Presentation Team (APT). The badge may be worn for as long as the cadet is an active member in good standing on the APT.
- **Kitty Hawk Air Society (KHAS) Badge:** Awarded to cadets who are members of the Kitty Hawk Air Society. The honor society is run entirely by the cadets under the supervision of the SASI/ASI. KHAS is designated as the Blue Ridge Chapter. KHAS is an organization dedicated to community service and leadership. New members of KHAS will be inducted each semester during the awards ceremony. If at any time KHAS members fall below minimum academic standards, they are placed on probation for one nine-week grading period. Cadets who fail to elevate their grades to required levels by the end of the second nine- week grading period of the semester are subject to expulsion from KHAS.
- **Academy Modeling of Aeronautics (AMA) Wings:** Awarded to cadets who are members of a local AMA chartered model airplane club. To obtain the badge, contact AMA.
- **Distinguished AFJROTC Cadet Award:** Awarded to Outstanding Cadet of the Year. The recipient must be of high moral character, demonstrate positive personal attributes, display outstanding military potential, and maintain consistent academic and military excellence.
- **Aerospace Education Foundation (AEF) Academic Cadet Award:** Awarded to rising Junior and Senior cadets for academic excellence as signified by attaining an overall 3.3 grade

point average with no grade below “C” on their transcript. The individuals must be recommended by the SASI.

- **Model Rocketry Badge:** Awarded to cadets who have fulfilled model rocketry program requirements. Program requirements are listed in the Model Rocketry Handbook.
- **Marksmanship Awards/Badges:** Marksmanship competition awards/badges may be worn on the AFJROTC uniform. Males wear the badges under the ribbons on the left pocket flap of the light blue shirt or below the ribbons on the service dress uniform. Females wear the badges above the ribbons on both uniforms.

4. SHOULDER CORDS. The following cadets are authorized the wear of one shoulder cord on the left shoulder of the shirt/blouse or the service coat only. Cadets will wear a cord appropriate to their position or activity. Drill Team Cords will take priority while competing on the drill team. The unit will only provide a single cord to each cadet.

<u>LDR</u>	<u>Cord Color</u>
Honor Guard	Red/Silver
Drill Team	Navy Blue/Silver
Orienteering	Red/Gray
JLAB	Red/Black
UAS	Red/White
Recruiting	Red

Authorized Shoulder Cord Wear

Honor Guard – Awarded after completing three Honor Guards

Drill Team – Active Drill Team participants only

Orienteering- Active participation on the unit orienteering team

JLAB-Must have taken part in JLAB team that school year

UAS-Awarded after introduction class and flying 3 football practices

Recruiting-Must participate in two unit recruiting events

5. UNIFORM COMBINATIONS

Class A	Class C Modified
Service Dress Coat	Light Weight Jacket (Optional)
Tie/Tie Tab	Short Sleeve Shirt/Blouse
Short Sleeve Shirt/Blouse	Socks/Hose
Socks/Hose	Trousers/Slacks
Trousers/Slacks	Shoes
Shoes	Belt/Belt Buckle
Belt/Belt Buckle	Flight Cap (outdoors only)
Flight Cap (outdoors only)	
OCP	
Boots (coyote brown)	PT
Socks	Air Force Shorts
Riggers Belt (tan)	Air Force Shirt
T-shirt/ Turtleneck (tan)	SC-20023 Shorts
OCP Hat	SC-20023 Shirt
	Air Force Sweat Shirt
Class C	Air Force Sweat Pants
Light Weight Jacket (Optional)	(any combination of above items)
Tie/Tie Tab	Athletic Socks
Short Sleeve Shirt/Blouse	Athletic Shoes
Socks/Hose	Water Bottle
Trousers/Slacks	
Shoes	
Belt/Belt Buckle	
Flight Cap (outdoors only)	

CHAPTER 3

PROGRAM OPPORTUNITIES

1. LEADERSHIP DEVELOPMENT REQUIREMENTS (LDR). Cadet activities give an added dimension to the corps to make it more fun, entertaining, and educational. They serve to augment AFJROTC aerospace education and leadership education course requirements. It is your corps and your involvement that helps to make it stronger. Standards of conduct, academic achievement, personal behavior, uniform wear and appearance must be routinely adhered to before a cadet will be considered for participation in co-curricular/extracurricular activities. Reserve Cadets are encouraged to participate in all LDRs.

2. CADET STAFF AND CORPS MEETINGS. Cadet staff and corps meetings are held each Fridays or on an as needed basis. The location of these meetings will normally be in AFJROTC Classroom Room beginning at 0730.

- The SASI or the ASI will try to attend all cadet corps meetings. They will attend in the capacity of advisors to support cadet staff and to ensure meetings are consistent with AFJROTC goals. Each topic will be presented by the cadet in charge or command (i.e. Drill Commander will talk about Drill, PT commander will talk about PT etc.)

3. CADET PROJECT OFFICERS (PLANNING COMMITTEE)

DUTIES The Cadet Group Commander will appoint a Cadet Project Officer (PO) for each major task assigned to the cadet corps. Project Officers will be responsible for planning, coordinating, and supervising their specific projects. Each PO will complete a project continuity notebook for each assigned task/event.

SPECIAL REQUIREMENTS The Project Officer will schedule planning or practice sessions and will make regular progress reports (two week, one week, five days) to the corps commander and SASI. The PO will brief the corps commander and SASI on final details at least two days prior to the event. The PO will turn in the completed continuity notebook to the Cadet Mission Support Squadron Commander at the completion of the project.

4. SERVICE PROJECTS. Supporting our school and community. These can include park cleanups, district and campus clean-up, adopt-a-highway, etc. The corps is always open to new projects.

5. FUNDRAISING. SC-20023 besides being a class is also a “club”, therefore we need money to support activities and projects that the Air Force and Blue Ridge High School do not fund. Fundraising activities will be scheduled during the school year. Types of activities for which funds will be used are:

- A. Military Ball, Awards Program
- B. CIA Trips, Field Day, Drill Meets, Picnics
- C. Drill Team, Color Guard, Marksmanship Team, APT supplies/equipment.
- D. Orienteering, Rocketry, UAS Team, Academic Team, Aviation Club, Athletic Club.

6. MODEL ROCKETRY PROGRAM. The model rocketry program involves the designing, building, and launching of model rockets made of paper, plastic, balsa wood or other suitable lightweight material. The model rocketry club is organized in accordance with AFJROTCI 36-2001. The program is offered throughout the school year.

7. MILITARY BALL. A formal military dinner and dance for cadets and their guests. It is held once a year. The dress for male cadets will be the semi-formal dress uniform (service coat, white shirt and tie) with medals. Male cadets will not wear tuxedo shirts or bow ties with the uniform. Male guests of female cadets must wear a suit or coat and tie. Black tuxedos are also permitted for non-cadet males. No tennis shoes may be worn to the Ball. Female cadets may wear Sunday dress, cocktail dress, or ball gown.

8. ORIENTEERING TEAM. Cadets are trained for team competition in land navigation, map reading, and physical training. Events are conducted at Kings Mountain National Park sponsored by Carolina Orienteering Klubb each semester.

9. RECRUITING. Recruiting is mainly conducted through visits to middle schools, Blue Ridge High's Open House, and cadets recruiting other students one-on-one. A recruiting team made up of three to six cadets and the ASI or SASI conducts recruiting visits. Cadets must be nominated by the SASI/ASI in order to be on the recruiting team. Cadets participating in recruiting visits to schools will be awarded a Recruiting Ribbon at the end of the semester.

Open House involves cadets, ASI and SASI working to increase AFJROTC awareness by staffing a table in the main Blue Ridge High School academic building and manning the SC-20023 facility. Literature on AFJROTC is passed out to interested parents and students and questions are answered about AFJROTC. Tours of the SC-20023 facility are offered.

One-on-one recruiting is the most powerful way to keep SC-20023's enrollment healthy. Every cadet should consider himself or herself to be a recruiter. Asking a friend to join should be easy if you believe in the AFJROTC program. Each cadet who gets two students to enroll in SC-20023 earns a Recruiting ribbon with confirmed registration.

10. PARADES. The City of Greer Christmas Parade is held each year. Blue Ridge AFJROTC has typically carried the Colors for this event. Additionally a group of other cadets participate in the parade and advertise for the AFJROTC program.

11. FIELD TRIPS. Field trips are taken to enhance the cadets' morale and awareness of the "Real World" job opportunities. Trips are taken to military bases, civilian airports, and educational sites. Trip requirements:

- A. Parental Permission Slip, Teacher Permission Slip, Medical Release
- B. Cadets must maintain a minimum "C" average in AFJROTC and be passing all other courses for the current quarter. You cannot be failing any courses.
- C. Meet AFJROTC personal grooming standards.
- D. Meet promotion criteria
- E. SASI/ASI recommendation

12. CADET LEADERSHIP COURSE (CLC). Cadets have an opportunity each summer to attend a CLC. CLC teaches cadets aspects of citizenship and leadership in a highly structured and focused instructional environment. The week-long training is designed to prepare cadets for leadership roles in their units, schools, and local communities. As such, the activities during CLC stress the following: team building, leadership, respect for authority, time management, responsible citizenship, personal character, academic achievement, health, and community service. Only SC-20023 selected cadets in good standing are eligible to attend.

13. AWARDS CEREMONY. Held annually to recognize outstanding cadets for their efforts during the school year. Local awards and AFJROTC/national awards are presented in accordance with Chapter 7 Operational Supplement.

14. HONOR GUARD. This is a special teams' unit, which carries and presents the U.S. and South Carolina flags at parades, school and civic events. Practice is usually held one or two days a week and just prior to each performance. Cadets who achieve proficiency in color guard procedures will be authorized to wear the color guard cord.

15. DRILL TEAM. Much extra effort is required in this activity. Here is a chance to "polish" the basic skill learned in Drill and Ceremonies classes. Before school practice, learning the manual-of-arms, extreme concentration, complete compliance with the commands of the team commander, extra care of uniforms and personal grooming standards, a desire for public exhibition and recognition, and competition will limit this activity to only our best cadets.

16. UNMANNED AIRCRAFT SYSTEMS TEAM. The UAS team will utilize the multi-copters, drones, and remote-controlled aircraft/vehicles to video and take pictures of JROTC/School events. UAS training and proficiency flights will be held after school designated by the LDR Leader.

18. AFJROTC VARSITY LETTERS

- **AUTHORITY.** The Principal of Blue Ridge High School has authorized the AFJROTC department to award Varsity Letter based on outstanding achievement in the AFJROTC program.
- **PURPOSE.** The award of these letters is reserved for a select few exceptional cadets who best represent the model cadet that other cadets may emulate. These letters are not awarded to every cadet who simply meets the minimum criteria to be nominated for consideration. To ensure this privilege maintains the highest of standards, the SASI will award these letters extremely judiciously.
- **DESCRIPTION.** The AFJROTC Varsity "BR" is a Red letter trimmed in White with the letters AFJROTC embroidered in White letters.
- **AUTHORIZED WEAR OF THE VARSITY LETTER.** The AFJROTC Varsity Letter will be presented to cadets who meet established criteria. The block letter may only be awarded once during a cadet's tenure in the SC-20023 AFJROTC program. The letter will be worn on the Blue Ridge High School athletic jacket.
- **CRITERIA FOR THE AWARD OF THE AFJROTC VARSITY LETTER.** The AFJROTC instructor staff will assess candidates who qualify for award of the letter. The Varsity Letter will be awarded at the year-end awards ceremony. Each cadet candidate must

meet the following criteria during the academic year to compete for award of the AFJROTC Varsity Letter:

- Must have an “A” average in AFJROTC.
- No failing academic grades for the year.
- AFJROTC LDR participation (50 Hrs)
- No failed uniform inspections or missed uniform wears.
- Have 50 hours of validated community service.
- No adverse discipline/punishments from the Blue Ridge discipline code (e.g. OSS, ISS, PD for discipline, etc.)
- AFJROTC SASI/ASI recommendation.

CHAPTER 4

CADET EXPECTATIONS AND PROMOTIONS

CLASSROOM CONDUCT AND CLASSROOM PROCEDURES

- **GENERAL.** Each class will be designated as a “flight” and will be assigned a designator. For example, the first-class period is designated as “A-Flight” or “Alpha Flight”. The entire unit is called a Group and will consist of two squadrons (Operations Squadron/Support Squadron) and three flights (A Flight, B Flight, and C-Flight 1st semester/D Flight, E Flight, F Flight 2nd semester)
- **CLASSROOM CONDUCT.** All cadets will abide by the classroom rules listed in the Greenville School District Student Rights and Responsibilities Handbook, Blue Ridge High School Student Handbook, and the SC-20023 Cadet Handbook. The following standards of conduct will be strictly enforced:
 - No food, drinks, and/or candy will be brought or consumed in the classroom without the approval of the SASI/ASI.
 - No gum chewing in the classroom or in formation.
 - No sleeping in class. If you are ill, you will be taken to or asked to report to the Nurse’s office for assistance. If you are tired, you may be asked to stand at the back of the classroom to help you stay awake. You may not lean against the wall or on the furniture.
 - Arguing among cadets in the classroom or during AFJROTC sponsored activities will not be tolerated. We are a team and we will work out our differences to the betterment of all. We are training to be professionals and mature adults!
 - Demeaning, humiliating, or hazing other cadets will not be allowed. We are all likely to make mistakes along the way, which is normal, but violations of rules, regulations and military protocol will result in an appropriate critique and/or action.
 - Hazing is defined as, “the practice of directing someone of lesser rank to perform a humiliating action, which entails the surrender of dignity and self-respect, or a hazardous action which exposes one to physical injury or bodily harm.” Requiring cadets to perform push-ups or any other physical activity as punishment is forbidden in JROTC. Hazing is strictly prohibited!
 - Profanity or implied profanity is inappropriate for our program and will not be tolerated.
 - No writing on or defacing any school walls or surfaces. A great deal of effort has gone into providing you with some of the best facilities at Blue Ridge High School. Take care of them!
 - Keep the classroom clean. It is your room, so take care of and be proud of it.
 - Align all tables, and chairs after each class. Please do not put your feet on or sit on the tables.
 - The hallway outside the classroom is an extension of the classroom. Display proper conduct and courtesy at all times, especially when in uniform. Any cadet can report to the SASI/ASI.

- Visits to the bathroom should be made before and after class unless there is an emergency. Do not make a trip to the bathroom a part of your normal classroom routine. Please keep bathrooms neat and clean.
- Always be punctual; class will start on time. If you arrive after class has started, you must have a pass from the attendance office, a teacher, or a principal. Knock once on the AFJROTC door and the SASI/ASI/Squadron Commander/Flight Commander will answer.
- No extemporaneous conversations, talking or yelling will be allowed during lectures and/or discussion periods. Raise your hand in order to be recognized by the SASI/ASI or the discussion leader. Be courteous to others--let them finish before you comment.
- The Logistics Room and Armory is a restricted area. Access to the Logistics Room will be limited to the SASI, ASI, the cadet key staff and the cadet logistics officer and staff unless you have business to conduct or specific permission to enter.
- **Proper standards of cadet uniform wear, conduct and appearance are required at all times throughout the day. When you wear the uniform, you are AFJROTC and all it stands for. Be a proud example!**
- Bring all required materials to class every day. This means, as a minimum, you should have your computer, notebook, school ID, paper and pencil or pen with blue or black ink.
- Cadets will not do things in the classroom that distract from instruction.
- Cadets will not use cellular phones or other electronic devices in the classroom without the approval of SASI/ASI.

CLASSROOM PROCEDURES

- Beginning of Class.
 - When cadets arrive at the JROTC classroom they should immediately proceed into the classroom and place their book bag to the right of their desk with cell phones off in their book bag.
 - When the tardy bell rings, the Flight Commander will call the flight to "ATTENTION".
 - Once the flight is ready for roll call, the Flight Commander will place the cadets at PARADE REST.
 - The Flight Sergeant will call each cadet by last name. As the cadet name is called, the cadet will come to a position of ATTENTION, and respond with "Here, Sir/Ma'am" then resume PARADE REST after the next cadet's name is called and remain at parade rest until all names are called.
 - Once the roll is complete the Flight Commander will take charge of the flight then call the flight to ATTENTION. The Flight Sergeant will report the roll to the Flight Commander.
 - Flight Commander will call cadets to "ATTENTION" and lead the cadets in reciting the Air Force Core Values
 - Flight Commander will say "SEATS" upon which all cadets will take their seats.
 - Flight CC will then address the flight and read daily announcement
 - Flight Commander reports in to the SASI/ASI
 - Cadets will prepare for instruction.

- End of Class.
 - When instruction is finished as directed by the SASI/ASI, the flight commander will move sharply and by the most direct route to the front of the class, face, and call the flight to attention, “DISMISSED” the flight. Cadets will look around their tables and pick up any trash, which they will deposit in the trashcan on their way out. They will then exit the classroom quickly and quietly, taking all their belongings with them.
- Reporting to SASI’s or ASI’s Office and address. Cadets will stop at the door, knock once, and ask permission to enter, then talk as needed. **DO NOT GO BEHIND THE SASI OR ASI DESKS.**
- Any cadet told to report to (or see) the SASI or ASI, will proceed to office and knock if needed and wait until acknowledged and respectfully address the SASI/ASI.

CADET CONDUCT

- **GENERAL.** Cadets will conduct themselves at all times so as to reflect credit upon themselves, their parents/guardians, Blue Ridge High School, and the United States Air Force.
- **MILITARY COURTESY.** In addition to saluting, cadets will address the SASI and ASI by rank or by the terms Sir or Ma’am. This same courtesy should be extended to all teachers and administrators of Blue Ridge High School. Your actions inside and outside the classroom reflect upon the entire cadet corps. Disrespect toward any faculty member, administrator or cadet officer will result in disciplinary action and loss of rank.
- **CADET OFFICER/NCO AUTHORITY.** Cadet Officers and Noncommissioned Officers (NCOs) are authorized to take charge of and direct subordinate cadets in the performance of AFJROTC leadership training. This includes the correction of uniform wear violations and/or inappropriate behavior any place on school grounds or at AFJROTC functions. However, cadet Officers/NCOs will not disrupt any teacher's class to make corrections. Cadet Officers/NCOs will not use physical contact when correcting a cadet without the cadet's permission. Cadet Officers/NCOs will never use force on another cadet. They will judiciously enforce military discipline at all times and will never demean, belittle, harass, or use profane or obscene language. Proven abuse of authority will result in immediate demotion and disciplinary action.
- **IMPROPER USE OF RANK.** Cadets will not attempt to use their AFJROTC rank or position to obtain personal favors or gains. Cadet rank exists only when taking part in authorized AFJROTC activities. Blatant misuse of cadet rank or authority will result in demotion, loss of position and possibly disenrollment from the program.
- **INAPPROPRIATE BEHAVIOR.** Inappropriate behavior, in or out of uniform, is prohibited while participating in AFJROTC and will result in disciplinary action by the SASI and/or the BHS administration. This behavior includes, but is not limited to;
 - consuming alcohol, drug abuse,
 - tobacco use, horseplay, public display of affection, fighting, disparaging remarks,

- insubordination, disrespect, verbal threats, and physical attacks. The initiation of a verbal threat or
 - physical attack will be considered an assault. Assault is an illegal act and cause for a disciplinary
 - referral to the BHS administration and immediate disenrollment from the AFJROTC program. All
 - inappropriate behavior is classified as “conduct unbecoming an AFJROTC cadet.”
- **HARASSMENT.** Harassment of any cadet by anyone of any rank is strictly forbidden. Examples of harassment are improper or abusive language (to include profanity, obscenity, “in your face” or screaming), gossip/rumor spreading, and unwanted physical contact (especially of a sexual nature).

PROMOTIONS

- **PROMOTION CRITERIA.** Promotions are based on overall performance and demonstrated leadership ability. Areas considered in the promotion process are: academic achievement, personal appearance/uniform wear, personal conduct, and participation in wellness programs. Cadets must receive an instructor’s recommendation to be considered for promotion. If a cadet is assigned In School Suspension, Out of School Suspension, Principal’s Detention, or any other form of punishment during the present promotion period, they are ineligible for promotion consideration (extenuating circumstances will be considered by the SASI, ASI and School Administration).
- **PROMOTION SYSTEM.** Increases in rank may be earned from appointments to key positions in the Corps, or as a cadet demonstrates proven performance. The following rank promotion limits apply to each school grade as follows:

<u>School Grade</u>	<u>Maximum Rank</u>
Ninth	Cadet Staff Sergeant
Tenth	Cadet Chief Master Sergeant
Eleventh	Cadet Major
Twelfth	Cadet Colonel

- Cadets may be considered for promotion two times each semester, once each term. The following table shows how often each cadet may be promoted:

<u>Cadet Rank</u>	<u>Promotion Board Frequency</u>
Cadet Airman-Master Sergeant	Every Quarter
Cadet Senior Master Sergeant-Colonel	Every Quarter

Cadet SMSgt-Colonel are not automatic promotions; these ranks are awarded only through demonstrated leadership ability, position within the corps and dedication to the AFJROTC Program. Officer promotions are based on grade level and available positions.

Note: Basic Cadets who distinguish themselves through superior performance may be awarded an additional promotion. This is called a STEP promotion – Stripes for Exceptional Performers.

Basic cadets can be promoted up to four times during the semester. The following criteria must be met to be promoted to the rank indicated:

- c/Airman (c/Amn) - must be a cadet in good standing (good behavior, no suspensions, and respectful)
- c/Airman First Class (c/A1C) - must be a cadet in good standing (good behavior, no suspensions, and respectful), pass a test on cadet rank structure
- c/Senior Airman (c/SrA) - must be a cadet in good standing (good behavior, no suspensions, and respectful), pass a test on cadet rank structure, completed 10 hours of community service
- c/Staff Sergeant (c/SSgt) - must be a cadet in good standing (good behavior, no suspensions, and respectful), pass a test on cadet rank structure, completed 10 hours of community service, be an active member of a competitive LDR (excluding daily flag detail)
- **NOTIFICATION OF PROMOTION.** The SASI will publish a promotion order identifying cadets selected for promotion, new rank, and effective date of rank.
- **RESERVE CADETS.** Reserve cadets must meet all the promotion criteria as stated above, except for the requirement to achieve a specific grade in AFJROTC. Instead, reserve cadets must have an overall average for all classes of 'C' at the time they become eligible for promotion. Cadets who have attained the rank of Cadet Staff Sergeant are eligible for only one promotion per semester while they are in reserve status. Reserve cadets must participate in at least one LDR or community service event to remain eligible for promotion.
- **DEMOTIONS.** Cadets promoted/appointed to a new rank/position will be given a specific time period to learn the responsibilities of the rank/position. Following the training period, the cadet is expected to satisfactorily carry out the responsibilities of the rank/position. Individuals unwilling or unable to perform required duties, or who clearly show they do not accept all the responsibilities of the rank/position, will be demoted to their permanent rank or rank determined by SASI. Cadets will be demoted a minimum of one rank if they:
 - Consistently fail to comply with cadet rules and regulations, including uniform wear and grooming, and accomplishment of assigned duties and responsibilities.
 - Commit a major infraction of school rules resulting in an out-of-school suspension.
 - Consistently display disrespect toward the SASI, ASI, or cadet officers and NCOs of higher rank. This includes persistent or intentional failure to use the individual's rank or the words "Sir" or "Ma'am" when addressing them.
 - Have missed any uniform wear days without a valid excuse and making up wear.
 - Consistently display a negative attitude toward AFJROTC, the cadet corps, or flight (class) activities as reflected in excessive honor code violations, discipline referrals,

cadet evaluations, and consistent failure on the cadet and/or active Air Force rank and spelling tests.

CHAPTER 5

CORPS OPERATIONAL AND FUNCTIONAL AREAS

1. CADET ORGANIZATION. The SC-20023 AFJROTC Cadet Group is organized as specified in AFJROTC Instruction 36-2010.

2. CADET APPOINTMENT AND DUTY ROTATION. The SASI selects the Cadet Group Commander, subordinate commanders, and group staff members. The in-coming group commander will provide a list of nominees for staff positions to the SASI.

Rotation of cadet position will normally occur at the end of each semester. Position assignments will be based upon each cadet's performance in previous positions, recommendations by the group commander, and the SASI's assessment of the cadet's potential to perform in the new position. Due to experience limitations, it may be necessary to keep certain cadets in specific positions for longer periods.

3. RESERVE CORPS. Cadets currently not enrolled in a AFJROTC class are enrolled into WINGS in a reserve status. Reserve cadets are encouraged, not required, to participate in AFJROTC activities, events, LDR's, and service projects. Reserve cadets are not required to wear the uniform, however they may request a uniform based on their LDR participation.

4. STAFF (Cadets may have multiple positions assigned)

- **Group/CC, Group/CD, Directors, Sqd//Command Chief (Group Staff)** - in charge of execution of the Cadet Corp. They run the Corp and plan and execute all events with staff members.
- **Logistics (LG):** The LG Staff will complete the inventory of all AFJROTC items and keep WINGS updated. Input all uniform issue items ensuring inventory is accurate and all items are accounted for. The LG Staff is in charge of the uniform issue and collection process and keeping the LG rooms cleaned and organized. The staff is also in charge of issuing rank and ribbon racks.
- **Flight Commanders** – Oversee day to day operations of their flight and ensure flights know what is happening in the Cadet Corp.
- **Physical Training (PT)/Athletics:** The PT Staff is in charge of inputting Fitness results into WINGS. The staff is in charge of assigning a PT representative for each flight.
- **Team Commanders** – Responsible for overall running of the team to include practices and competitions. Also responsible for inputting practices and competitions into WINGS.
- **Services Officer** – Finds, plans, and executes service opportunities for the cadet corp throughout the year. Inputs service events into WINGS.
- **Recruiting Officer** – Plans all recruiting events during the year. Inputs recruiting events into WINGS.

- **Honor Guard Commander** – Coordinates cadets for all Honor Guard ceremonies and obligations. Inputs HG activities into WINGS.

***All cadet leaders/commanders/officers are responsible to ensure their portion of events, practices, competitions, promotions, awards, etc. is properly input into the WINGS AFJROTC reporting system. Those who fail to input their responsibilities into WINGS will be removed from their position. ***

5. Attendance Policy for Cadet Staff

- Any staff who miss 5 meetings/mandatory practices in one quarter without a valid reason will be removed. The staff member will be given a chance to redeem himself/herself, if that cadet does not show up they will not be given another opportunity.

MANNING DOCUMENT

Title	Min Grade	Max Grade
Senior Leadership		
Group CC	C/Lt Col	C/Col
Group CD	C/Lt Col	C/Col
Strategic Plans & Prgms Dir	C/Captain	C/Lt Col
Operations Squadron CC	C/Major	C/Lt Col
Mission Support CC	C/Major	C/Lt Col
Manpower Squadron CC	C/Major	C/Lt Col
Command Chief	C/SMSgt	C/CMSgt
Operation Squadron		
Flight CC (A-F)	C/2Lt	C/Capt
Flight Sgt (A-F)	C/SSgt	C/SMSgt
Team CC	C/SMSgt	C/Maj
Logistics Officer	C/2Lt	C/Captain
Logistics SNCO	C/SSgt	C/SMSgt
Logistics NCO	C/A1C	C/MSgt
Services Officer	C/SMSgt	C/Captain
Services SNCO	C/TSgt	C/SMSgt
Recruiting Officer	C/SMSgt	C/Captain
Recruiting SNCO	C/SSgt	C/SMSgt
Recruiting NCO	C/A1C	C/MSgt
PT Officer	C/MSgt	C/1Lt
PT NCO	C/A1C	C/MSgt
Academic Team CC	C/2Lt	C/Major

6. AFJROTC GRADING SYSTEM AND CURRICULUM

- **CURRICULUM.** The AFJROTC curriculum is primarily composed of five components: Aerospace Science (AS), Leadership Education (LE), Health/Wellness, uniform inspection, and service. Aerospace Science comprises 30 percent of the curriculum, Leadership Education 30 percent, and Health and Wellness training 20 percent. Uniform Inspection is 10 percent.

Service hours are 10%. Courses in all components are blended to allow materials from several of them to meet academic requirements. A cadet may enroll in AFJROTC one semester each year. Successful completion of one semester of AFJROTC meets the state physical education graduation requirement.

- **GRADING SYSTEM.** A cadet's interim/semester grades represent an average of the accumulated scores earned for class assignments: daily performance, quizzes and tests, uniform inspections, management/leadership projects, wellness participation, and drill proficiency. Each graded area is weighted as follows: Computed in the semester final average is the final exam.

○ Aerospace Science component	30%
○ Leadership Education component	30%
○ AFJROTC Wellness Program	20%
○ Uniform Wear	10%
○ Community Service	10%
○ Quarter (9 week) Grade =	100%
- Semester Grade = 45 percent of each 9-week grade plus 10 percent for the Semester Final Exam
- Only one **Aerospace Science** course, which is 30% of the curriculum, is offered each year. This allows for all cadets regardless of grade to be enrolled in one single classroom. The course offerings are rotated each year to preclude any duplication over a four-year period.
 - **Milestones in Aviation History (AS-100)**. This is an aviation history course focusing on the development of flight throughout the centuries. It starts with ancient civilizations, then progresses through time to modern day.
 - **Science of Flight - A Gateway to New Horizons (AS-200)**. This course focuses on how airplanes fly, how weather conditions affect flight, flight and the human body, and flight navigation.
 - **Cultural Studies - An Introduction to Global Awareness (AS-220)**. This course introduces students to the world's cultures through the study of world affairs, regional studies, and cultural awareness. The course delves into history, geography, religions, languages, culture, political systems, economics, social issues, environmental concerns, and human rights.
 - **Exploring Space - The High Frontier (AS-300)**. This course includes the latest information available in space science and space exploration. It begins with the study of the space environment from the earliest days of interest in astronomy and early ideas of the heavens, through the Renaissance, and on into modern astronomy.
- The second course component, **Leadership Education**, also comprises 30% of the curriculum. The objectives of this course grouping is to teach (1) cadets about the AFJROTC mission and organization, customs and courtesies, and the meaning and purpose of standards, discipline, and conduct; (2) why the elements of effective communication skills are important to the dynamics of individual and group behavior, and a key to effective leadership; (1) why obtaining a degree or skill after high school is important to having a civilian or military career; and (4) the various management theories and the management process, and how values and ethics are formed for an individual and the society.

- **Leadership Education (LE-100)**. This course introduces cadets to the Air Force Junior Reserve Officer Training Corps (AFJROTC) program, providing a basis for progression through the rest of the AFJROTC program while instilling elements of good citizenship. It contains sections on cadet and Air Force organizational structure; uniform wear; customs, courtesies, and other military traditions; health and wellness; fitness; individual self-control; and citizenship.
 - **Communication, Awareness, and Leadership (LE-200)**. This course stresses communications skills and cadet corps activities. Much information is provided on communicating effectively, understanding groups and teams, preparing for leadership, solving conflicts and problems, and personal development. Written reports and speeches complement the academic materials.
 - **Life Skills and Career Opportunities (LE-300)**. This course is designed to prepare students for life after high school in the high-tech, globally oriented, and diverse workplace of the 21st century. Students will learn how to become a more confident financial planner and to save, invest, and spend money wisely, as well as how to avoid the credit trap. They will learn about real-life issues such as understanding contracts, leases, warranties, legal notices, personal bills, practical and money-saving strategies for grocery shopping, apartment selection, and life with roommates.
 - **Principles of Management (LE-400)**. This course provides exposure to the fundamentals of management. It contains many leadership topics that will benefit students as well as provide them with some of the necessary skills needed to put into practice what they have learned during their time in AFJROTC.
 - **Drill and Ceremonies (LE-500)**. Drills and ceremonies are not a stand-alone course. It is taught as part of the Leadership Education 30% component for each Air Force Junior ROTC class. Instruction concentrates on the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of command voice. Students are provided detailed instruction on ceremonial performances and protocol for civilian and military events and have the opportunity to personally learn drill. Though each class will follow an established lesson plan, most of the work is to be hands-on.
- The third component of the AFJROTC curriculum is **Health and Wellness**. It is an exercise program that focuses upon individual baseline improvements with the goal of achieving a national standard as calculated with age and gender. Wellness is instrumental in developing citizens of character dedicated to serving our nation and communities. The course objective is to motivate JROTC cadets to lead an active, healthy lifestyle into their adult lives.
 - To reinforce what is learned in the classroom, cadets participate in many outside activities such as field trips to military bases, aerospace facilities and industries, museums, civilian airports and other areas related to aerospace education. Cadets also participate in parades, summer leadership schools, drill team competitions, color and honor guards, military balls and honorary academic groups.

CHAPTER 6

DISENROLLMENT OF CADETS

- A. In accordance with Air Force guidelines and recommendation of the SASI and with the approval of the principal, students will be removed from the AFJROTC program for any of the following:
- B. Failure to maintain acceptable retention standards, which include acceptable conduct and wearing the AFJROTC uniform once per week.
- C. Failure to meet personal appearance and uniform dress standards. This includes failure to wear the hair as prescribed by Air Force regulations, for males who fail to properly shave while in uniform, and failure to wear the AFJROTC uniform on prescribed days without a valid reason (approved by the SASI).
- D. If a cadet misses a uniform wear, the make-up wear will be done on the next day or the first day back to school. The cadet has until the next uniform wear day to make up the uniform otherwise a zero will be permanent in the grade book (the uniform is still required to be made up).
- E. Inaptitude (inability or unwillingness to grasp academic material), indifference to training (lack of interest in drill and ceremonies or leadership development activities), or disciplinary reasons that involve character traits that are not desirable (initiating a fight, dishonesty, or refusal to follow directions of instructors or cadets in positions of authority).
- F. Fighting will not be tolerated in AFJROTC. Cadets will not initiate fights and will do everything possible to walk away from a potential fight. Fighting is not considered acceptable behavior in the military, or society in general. We will handle cadets who fight in the following manner judging each situation on its own set of circumstances: When the cadet returns from OSS or ISS their punishment will start on the no-fly list.
 - a. Cadets who initiate a fight will be recommended to the principal for disenrollment from AFJROTC—unless mitigating circumstances dictate otherwise.
 - b. Cadets who are attacked will not necessarily be disenrolled from AFJROTC. An investigation will determine their level of involvement, and then the appropriate discipline, if any, will be administered.

Disrespectful treatment of the USAF uniform will not be tolerated and will result in ineligibility for re enrollment.

CHAPTER 7

HAZING AND PHYSICAL DISCIPLINE

1. In accordance with AFJROTC Instruction 36-2010, any form of hazing, whether verbal or physical WILL NOT be tolerated within any AFJROTC unit or activity.
2. Requiring cadets to perform any physical action as a reprimand, punishment, or for failure to perform, will not be tolerated within any AFJROTC unit or activity.
3. Examples of prohibited physical activities include, but are not limited to push-ups for anything other than weekly Physical Fitness or training on the unit Special Forces Team, running laps, or any inappropriate physical contact such as shoving, pulling or grabbing.
4. Any form of verbal abuse, teasing, public rebuke or any attempt to otherwise humiliate a cadet is prohibited. This prohibition is applicable to all AFJROTC unit activities including instructors, cadets and any personnel involved with or participating in an AFJROTC unit or activity.
5. No unit may encourage, facilitate, or otherwise condone secret societies or private clubs as part of the AFJROTC program.

Air Force Grades and Insignia

Enlisted

Airman Basic, E-1, no insignia



Airman, E-2



Airman
First Class, E-3



Senior
Airman, E-4



Staff
Sergeant, E-5



Technical
Sergeant, E-6



Master
Sergeant, E-7*



Senior Master
Sergeant, E-8*



Chief Master
Sergeant, E-9*

*Diamond denotes
first sergeant status



Chief Master Sergeant
of the Air Force

Officer

Second
Lieutenant
O-1



Gold

First
Lieutenant
O-2



Captain
O-3



Major
O-4



Gold

Lieutenant
Colonel
O-5



Colonel
O-6



Brigadier
General
O-7



Major
General
O-8



Lieutenant
General
O-9



General
O-10



Cadet Officer Rank Insignia



RANK	ABBREVIATION	INSIGNIA
Cadet 2 nd Lieutenant	C/2 Lt.	
Cadet 1 st Lieutenant	C/1 Lt.	
Cadet Captain	C/Capt.	
Cadet Major	C/Maj.	
Cadet Lieutenant Colonel	C/Lt. Col.	
Cadet Colonel	C/Col.	

Cadet Enlisted Rank Insignia

RANK	ABBREVIATION	INSIGNIA
Cadet Airman Basic	C/AB	NONE
Cadet Airman	C/AMN	
Cadet Airman 1 st Class	C/A1C	
Cadet Senior Airman	C/SrA	
Cadet Staff Sergeant	C/SSgt	
Cadet Technical Sergeant	C/TSgt	
Cadet Master Sergeant	C/MSgt	
Cadet Senior Master Sergeant	C/SMSgt	

Cadet Chief Master Sergeant

C/CMSgt



Air Force and Space Force JROTC Ribbon Chart



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