

**AIR FORCE JUNIOR ROTC LEVEL - III Syllabus  
AY 2020-2021  
Unit GA-20102**

**AFJROTC**

*“DOING GREAT THINGS”, “BLAZING A NEW TRAIL”,  
“SOARING ABOVE THE STANDARDS”  
“UNITED AS ONE”*

*“TOGETHER BUILDING LEADERS FOR THE FUTURE”  
“A TRUE LEADER KNOWS THE ONLY EASY DAY WAS YESTERDAY, SO TODAY, GIVE IT ALL YOU GOT”  
“With Passion To Lead, Success Seeks Dedication”*

**COURSE NAME: Air Force Junior ROTC Aerospace Science III**

The *Mission* of the Air Force JROTC program is to:

*“Develop citizens of character dedicated to serving their nation and community.”*

**Citizenship Service Responsibility Accomplishment Self-Disciplined Respectful Successful  
Good Character & Integrity**

**CREDIT HOURS:** 1 Physical Education OR Elective Credit for the entire year (must complete both semesters)

**INSTRUCTORS:**

Lt Col Michael A. Brown, Senior Aerospace Science Instructor (SASI) [michael.brown@henry.k12.ga.us](mailto:michael.brown@henry.k12.ga.us)

SMSGt Torrance L. McGee, Aerospace Science Instructor (ASI) [Torrance.mcgee@henry.k12.ga.us](mailto:Torrance.mcgee@henry.k12.ga.us)

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**REQUIRED TEXT AND MATERIALS:**

*Aerospace Science 300: “Exploring Space: “The High Frontier” (2<sup>nd</sup> Ed.)*

*Leadership Education 300: “Life Skills and Career Opportunities”*

*AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627*

*Unit GA-20102 Cadet Guide, Unit GA-20102 Fitness Program Guide*

*Learn to Lead Cadet Drill Guide, Course Syllabi, Student Binders, Student Workbooks*

**COMMUNICATION:** Effective communication is the key to success. Our AFJROTC program has a lot of things going on and each cadet will have the opportunity to be involved with all aspects of our program.

Google Classroom Third Year Cadets: <https://classroom.google.com/c/Mzc2OTE4NjM3MzE3>

Google Meets Class Link: <https://meet.google.com/lookup/cyaodjxzws?authuser=0&hs=179>

Google Meets Class Code: **4i3tabi**

Each Cadet is required to sign up for REMIND for AFJROTC as well as for the squadron or extra-curricular activities they participate in: **Third Year Cadets - Text @thirdyrctd to 81010**

Parents are encouraged to sign up for their respective parent “REMIND 101”: **Third Year Cadets Parents - Text @thirdyrpar to 81010**

**COURSE DESCRIPTIONS:** All courses consist of three components: Aerospace Science (AS) - 20%, Leadership Education (LE) - 60%, and Commander’s Health & Wellness Program - Physical Education - 20%.

The overall objectives for academic courses are for the Cadet to develop:

- a. An appreciation of the basic elements and requirements for national security.
- b. Respect for and an understanding of the need for constituted authority in a democratic society.

- c. Patriotism and an understanding of their personal obligation to contribute toward our nation and community.
- d. A broad-based knowledge of the aerospace age and fundamental aerospace doctrine.
- e. An understanding about people and environments and the links between people and places.
- f. An interest in completing high school and pursuing higher educational goals or skills.
- g. An understanding of the Air Force and military as a possible career path.
- h. Development of character, responsibility, accountability, and loyalty.
- i. Know the AFJROTC mission and organization, customs and courtesies, and the meaning and purpose of standards, discipline, and conduct.
- j. Comprehend why the elements of effective communication skills are important to the dynamics of individual and group behavior, and a key to effective leadership.
- k. Comprehend why obtaining a degree or skill after high school is important to having a civilian or military career.
- l. Know the historical roots of management, the importance of managers and management, and the characteristics of a good leader.
- m. Fitness as a way of life.

### *Third Year Cadets*

#### **Aerospace Science – “Exploring Space: The High Frontier” (2nd Ed.)**

The Aerospace Science course on “Exploring Space” is a science course that includes the latest information available in space science and space exploration. The course 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. It provides an in-depth study of the Earth, Sun, stars, Moon, and solar system, including the terrestrial and the outer planets. It discusses issues critical to travel in the upper atmosphere such as orbits and trajectories unmanned satellites, and space probes. It investigates the importance of entering space and discusses manned and unmanned space flights, focusing on concepts surrounding spaceflight, space vehicles, launch systems, and space missions. The section on manned spaceflight focuses on the Space Shuttle, space stations and beyond, covering milestones in the endeavor to land on the Moon and to safely orbit humans and crafts for temporary and prolonged periods. The course covers the human aspect of spaceflight, focusing on the human experience in space. It also examines the latest advances in space technology, including robotics in space, the Mars Rover, the commercial uses of space, and cyber security. The course objectives for **Third Year Cadets are:**

1. Explain the history of astronomy throughout time.
2. Analyze the various elements of the solar system.
3. Investigate the components of space exploration and the current strategic plan for space exploration.
4. Analyze past space programs and the effect of space on the human body.
5. Examine the history of space exploration and the future of space travel.
6. Discuss the role of space probes and robotics in space exploration.
7. Evaluate the science and technology required for space travel.
8. Analyze the concept of cyber security and methods for staying safe online.

#### Chapter 1: The History of Astronomy (Pg. 2)

Lesson 1: Prehistoric and Classical Astronomy (Pg. 4)

Lesson 2: Astronomy and the Renaissance (Pg. 22)

Lesson 3: The Enlightenment and Modern Astronomy (Pg. 34)

#### Chapter 2: The Solar System (Pg. 50)

Lesson 1: The Earth and Moon (Pg. 52)

Lesson 2: The Sun and Its Domain (Pg. 70)

Lesson 3: The Solar System (Pg. 88)

#### Chapter 3: Space Exploration (Pg. 138)

Lesson 1: Why Explore Space? (Pg. 140)

Lesson 2: Assembling a Space Mission (Pg. 156)

Chapter 4: Space Programs (Pg. 182)

Lesson 2: The US Manned Space Program (Pg. 202)

Chapter 5: Space Stations and Beyond (Pg. 246)

Lesson 3: Space in Your Daily Life (Pg. 278)

Chapter 6: Space Probes and Robotics (Pg. 298)

Lesson 1: Space Probe Missions (Pg. 300)

Chapter 7: Orbiting, Space Travel, and Rockets (Pg. 350)

Lesson 3: How Rockets Work (Pg. 372)

Chapter 8: Cyber Security (Pg. 394)

Lesson 1: Foundations of Cybersecurity (Pg. 396)

Lesson 2: Principles of Cybersecurity and Computer Basics (Pg. 406)

Lesson 3: National Cyber Policy (Pg. 430)

### **Leadership Education 300: “Life Skills and Career Opportunities” (2nd Ed.)**

The Life Skills and Career Opportunities course focuses on the AFJROTC mission to “develop citizens of character dedicated to serving their nation and community” through providing life skills students will need upon graduation.

1. Know specific career options to pursue.
2. Know the elements of a personal budget and financial plan.
3. Know the requirements for applying to a college or university.
4. Know the essential process for pursuing a career.
5. Know the importance of drill and ceremonies.
6. Know basic commands and characteristics of command voice.
7. Apply and execute the concepts and principles of basic drill positions and movements.
8. Understand the importance of community service.

Chapter 1: Charting Your Financial course (Pg. 3)

Lesson 1: Creating a Budget (Pg. 4)

Lesson 2: Savings and Bank Accounts (Pg. 14)

Lesson 3: Real-Life Issues in Buying and Selling (Pg. 30)

Chapter 2: Managing Your Resources (Pg. 51)

Lesson 1: Avoiding the Credit Trap (Pg. 52)

Lesson 2: Insurance for Protecting Your Resources (Pg. 70)

Chapter 4: Aiming Towards a College Degree (Pg. 151)

Lesson 1: Financing for College (Pg. 152)

Lesson 2: Selecting a College (Pg. 164)

Chapter 5: Charting Your Course (Pg. 209)

Lesson 1: Adjusting to College Life (Pg. 210)

Lesson 2: Choosing a Major (Pg. 228)

Chapter 6: Applying for Jobs (Pg. 253)

Lesson 1: The Job Search Process (Pg. 254)

Lesson 2: Preparing Your Resume’ (Pg.272)

Lesson 3: Building Interview Skills (Pg. 290)

Chapter 8: Developing Your Career Skills (Pg. 369)  
Lesson 1: Planning Your Professional Development (V 370)  
Lesson 2: Learning to Work with Others (Pg. 384)  
Lesson 4: Your Civic Responsibilities (Pg. 410)

**\*NOTE\*** Cadets should check Google Classroom & Infinite Campus for due dates of assignments.

## **Drill and Ceremonies**

Drill and Ceremonies provides an in-depth introduction to the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of command voice. Course objectives include:

1. Know the importance of drill and ceremonies.
2. Know the basic commands and characteristics of the command voice.
3. Apply and execute the concepts and principles of basic drill positions and movements.
4. Know when and how to salute.
5. Apply the principles and procedures of drill movements used with smaller units to the movement of a squadron.
6. Know the function of the group and the wing.
7. Know how groups and wings are formed.
8. Know the purpose and definition of ceremonies and parades.

Air Force Manual 36-2203 Personnel Drill and Ceremonies (February 2004 Edition)  
Chapter 1 – Introduction to Drill and Ceremonies (1.1)

Chapter 2 – Commands and the Command Voice  
Section A - Commands (2.1)  
Section B – The Command Voice (2.3)

Chapter 3 – Individual Commands (3.1)

Chapter 4 – Drill of Flight  
Section A – Formations (4.1)  
Section B – Marching (4.9)

Chapter 5 Drill of Squadron  
Section C – Manual of the Guidon (5.12)

Chapter 6 Group and Wing Formations  
Section B – Group Formation (6.3)  
Section C – Wing Formation and Review (6.8)

Chapter 7 Ceremonies  
Section A – Purpose and Procedures (7.1)  
Section B – Parade Ceremony (7.3)  
Section C – Raising and Lowering the Flag (7.23)  
Section D – Change of Command (7.29)  
Section E – Colors (7.32)

Learn to Lead – Cadet Drill Guide (July 2011 Edition)

Army Training Circular TC 3-21.5 Drill and Ceremonies

**\*NOTE\*** Cadets should check Google Classroom and Infinite Campus for due dates of assignments.

## **Cadet Health and Wellness Program (CHWP) – Physical Education (PE)**

Cadet Health and Wellness Program (CHWP) – *Physical Education (PE)* - The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving Physical Fitness standard calculated with age and gender. The goal of the CHWP is to motivate JROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives. Cadets will be given the opportunity to put into practice the wellness concepts that are taught in Leadership Education. Students **WILL** wear the Air Force JROTC **issued** PT uniform on Fridays. Course objectives include:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create an individualized training program based on national standards by age/gender.
3. Identify areas of improvement for each cadet.
4. Incorporate a physical training program to reach goals.
5. Know the importance of keeping yourself well and helping others stay well.

Fitness Programs

1. Unit GA-20102 “Fit for LIFE” Training Program Guide
2. Unit GA-20102 “Walk it Out” Program

**\*NOTE\*** Cadets should check Google Classroom and Infinite Campus for due dates of assignments.

**NOTE: SCHEDULE SUBJECT TO CHANGE DUE TO SCHOOL EVENTS AND TESTING**

<b>NORMAL WEEK SCHEDULE FOR AFJROTC AS/LE 100, 200, 300, and 400 LEVEL CLASSES</b>				
	<b>AFJROTC I (First Year Cadets) SMSgt McGee</b>	<b>AFJROTC II (Second Year Cadets) SMSgt McGee</b>	<b>AFJROTC III (Third Year Cadets) Lt Col Brown</b>	<b>AFJROTC IV (Fourth Year Cadets) Lt Col Brown</b>
<b>MONDAY</b>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 2, 3, 5, 6,</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL KEY STAFF ABU INSPECTION <i>Periods 4, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL KEY STAFF ABU INSPECTION <i>Periods 2, 6, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL KEY STAFF ABU INSPECTION <i>Periods 3, 4</i>
<b>TUESDAY</b>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 2, 3, 5, 6,</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 4, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 2, 6, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 3, 4</i>
<b>WEDNESDAY</b>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL Uniform Wear Inspection Weekly Open Ranks Every Week <i>Periods 2, 3, 5, 6,</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL Uniform Wear Inspection Weekly Open Ranks Every Week <i>Periods 4, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION Drill Uniform Wear Inspection Weekly Open Ranks Every Week <i>Periods 2, 6, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION Drill Uniform Wear Inspection Weekly Open Ranks Every Week <i>Periods 3, 4</i>
<b>THURSDAY</b>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 2, 3, 5, 6,</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 4, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 2, 6, 7</i>	AEROSPACE SCIENCE LEADERSHIP EDUCATION DRILL <i>Periods 3, 4</i>
<b>FRIDAY</b>	FITNESS, HEALTH AND WELLNESS Drill PE Uniform Wear Inspection Lt Col Brown/SMSgt McGee <i>Periods 2, 3, 4, 5, 6, 7</i>			

**GRADING PROCEDURES:** The Aerospace Science portion of the course counts for 20% of the AFJROTC final grade and will be graded by the SASI and ASI. The Leadership Education portion counts for 60% of the final grade and will also be graded by the SASI and ASI. The Wellness/Fitness portion of the program counts for the remaining 20% of the final grade and will be graded by the ASIs and/or SASI. Drill will be evaluated by the ASI and/or the SASI.

**HABITUAL NON-WEAR OF THE UNIFORM OR FAILURE TO MAINTAIN AFJROTC STANDARDS, WILL RESULT IN A FAILING GRADE AND/OR DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard Ola HS grading policy.

GRADED STANDARDS	PERCENTAGE OF GRADE
Aerospace Science and STEM	20%
Health & Wellness and PT Uniform Wear	20%
Leadership Education, AFJROTC Uniform Wear & Inspection, Drill, Community Service	60%
Finals (Semester exam will be calculated in with other grades for final grade for course for Aerospace Science & Leadership Education combined.)	20% of the overall course grade

**GRADING SCALE:** As set by the Georgia State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	74 - 79
D	70 - 73
F	69 and below

**UNIFORM DAYS:** Every **WEDNESDAY (DESIGNATED BLUE UNIFORM COMBINATION) & FRIDAY (ISSUED PE UNIFORM)** and on **Special Events** as determined by the Senior Aerospace Science Instructor. Cadets **ARE REQUIRED** to dress in AFJROTC physical education attire on **FRIDAYS**. Key Staff members issued ABUs are required to wear AFJROTC issued ABU uniforms on the **first and third MONDAY of each month** and during special events as determined by the AFJROTC Instructors.

**SERVICE UNIFORM WEAR AND INSPECTIONS:** Service Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate service uniform all day each **Wednesday (cadets are required to maintain dress and appearance standards at ALL TIMES while in uniform)**. Make-up day for **excused** absences on uniform day is the first day upon return to school following the excused absence. **IT IS THE CADET'S RESPONSIBILITY TO WEAR THE SERVICE UNIFORM ON MAKE UP DAYS. FAILURE TO WEAR WILL RESULT IN A ZERO GRADE EVEN IF THE ABSENCE IS EXCUSED.** There will be **no uniform make-up for unexcused absences**. Failing to wear the uniform all day will result in a "0" (zero) grade for that uniform day. **At the SASI's discretion, cadets may be removed from the AFJROTC program upon receiving the third "zero" for non-uniform wear.**

Failure to turn in uniforms at the end of the course/year will result in students **being placed on the "Ola H.S. Financial Obligations List" until the uniforms are returned or the value (approximately \$300.00) is paid.**

**ASSESSMENTS: QUIZZES, MID-TERMS AND FINALS:** Three types of exams will be administered during the course: Quizzes will be administered throughout the course for Aerospace Science, Leadership Education, Drill and Ceremonies, and Fitness. Quizzes will cover all material taught since the last quiz or test. Midterm and Final exams will be comprehensive assessments of all material taught for the semester. These assessments will cover the concepts taught in all portions (AS, LE, Drill, and Fitness/Wellness) of the AFJROTC curriculum.

**FITNESS, HEALTH AND WELLNESS:** Cadets are required to wear their **Physical Education (PE)** uniform or appropriate athletic attire to class on **Fridays** unless otherwise directed. There are no makeup days for failing to wear the PE uniform/gear on Fridays. **Excused** absences on PE day will be accepted when cadets provide valid excused absence slips on the **first day upon return to school following the excused absence**. **IT IS THE CADET'S**

**RESPONSIBILITY TO PROVIDE A VALID EXCUSE SLIP ON THE FIRST DAY OF RETURN. FAILURE TO DO SO WILL RESULT IN A ZERO GRADE EVEN IF THE ABSENCE IS EXCUSED. Unexcused absences receive a ZERO.** Cadets are required to complete all fitness, health and wellness assignments and maintain a fitness log. When directed, cadets are required to turn in monthly fitness logs signed by parent or guardian. Cadets will receive grades for wearing the appropriate AFJROTC PE uniform and for participation in fitness activities. Cadets will receive a zero for not participating and/or not wearing the AFJROTC PE uniform.

**DRILL AND CEREMONY:** Cadets are required to master the skills related to drill and ceremony as outlined in Air Force and Army regulations for drill commands, command voice, individual drill, drill of flight, drill of squadron, drill competitions, group formation, parade ceremony, raising and lowering the Flag, respect to U.S. Flag, Change of Command, and Colors.

Cadets are required to complete Reveille and Retreat (raising and lowering the flag) a minimum of once every nine weeks. Each cadet will be scheduled for a particular day during the year. Cadets and parents can review the reveille and retreat schedule at <https://schoolwires.henry.k12.ga.us/Page/76083>. Cadets and parents should plan ahead to ensure cadets complete reveille and retreat to receive a grade.

Cadets are encouraged to complete two Color Guard details each month or 16 for the school year to be competitive for any local or national awards.

**COMMUNITY SERVICE, PARADES, and SPECIAL EVENTS:** Cadets will have multiple opportunities to participate in Air Force JROTC sponsored community service, parades and special events during each semester. Cadets are required to attend some or all events for a grade as directed by the SASI. Community service hours count towards promotion, scholarships, and annual awards consideration. Cadets must complete 10 community service hours each term, 20 hours per semester and 40 hours per academic school year. Hours completed each term will be graded. For example, 6 hours completed will equal a grade of 60%; 8 hours completed will equal a grade of 80%, etc. Cadets are required to log community service hours in the “Community Service Log Book” located in the AFJROTC area (online if applicable) within one (1) day of event completion. If done with an approved non-profit organization, cadets must present a letter from the sponsoring organization on official letter head with the point of contact’s name, phone number, e-mail, and a statement stating what the cadet did, the number of community service hours performed, and the impact on the community. Cadets must participate in the various volunteer opportunities hosted or directed by the unit to receive credit for community service hours.

**PREPARATION, CLASS ATTENDANCE, AND PARTICIPATION:** Today’s workforce does not earn a paycheck unless they show up ready for work. Cadets earn grades commensurate with their class participation and effort. Cadets who are not present or prepared cannot participate fully in class. This is especially key to academics, drill, and physical fitness. Class preparation includes cadet adherence to classroom protocol and proper grooming standards as outlined in Air Force Instructions and the school and county dress code. Additionally, each cadet is required to have a **2 inch black or blue (only) three-ring binder, with five dividers (dedicated to AFJROTC only and labeled: Aerospace Science, Leadership Education, Drill & Ceremony, Fitness, and other), notebook paper, black/blue pen, and two #2 pencils** in class each day. Cadets will be issued a class syllabus and various handouts. Notebook checks will be conducted randomly for a grade. Cadets are to keep all AFJROTC notes, etc. in a notebook, in the section as stated by the AFJROTC instructor who gave the assignment.

**Class attendance:** Cadets are late to class once the final bell rings to begin each period. Cadets arriving after the final bell rings will fill out an AF Form 341 completely and state why he or she was late to class in the area of the form entitled “Excellence/Exhibited Discrepancy”. The Cadet will write on back of the form what he or she will do to correct the tardiness to class. The Cadet will turn in AF Form 341 to his or her AFJROTC Instructor by the end of class. The second tardy will result in a phone call home to parents. The third tardy will result in AFJROTC detention, area duties, and a phone call to parents. A fourth tardy will result in referral to school administrator for school detention. The fifth tardy will result in referral to a school administrator for further disciplinary action. A tardy more than 5 minutes is considered skipping.

**15 15 Rule:** Per Ola H.S. policy, students are not allowed to leave the classroom within 15 minutes after the start of class or within 15 minutes before the end of class.



**HOMEWORK/CLASSWORK:** Assignments are due at the beginning of the class period, unless otherwise directed or the cadet has an excused absence that day. For excused absences, **the assignment will be due on the next class day that the cadet returns to school.** Assignments not turned in on the due date will receive a “0” (zero) grade for that assignment. Character building begins with being accountable and accountability is part of your grade.

*Homework Turn-In Procedures.* After “roll call” and attendance are completed by the Flight Commander, the Element Leaders will collect the homework and place it in the flight folder, ensuring first and last name, flight, date, and course title, are on all assignments turned-in.

*Absence from Class Procedures.* Cadets who are absent from class are required to check the *Absence from Class Folder* for any assignments handed out during class once he or she returns to class. The Flight Sergeant or designee will place a copy of the missed assignment with the cadet’s name in the folder. **IT IS THE CADET’S RESPONSIBILITY TO CHECK THE FOLDER**, retrieve the missing assignment, and ensure it is turned in on time.

**CLASS BEHAVIOR:** The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires members to adhere to higher standards than might be expected among the student population. Inappropriate behavior, **in or out of uniform**, is prohibited while participating in AFJROTC. This behavior includes, but is not limited to, consuming alcohol, drug abuse, tobacco use, horseplay, public displays of affection, disparaging remarks, insubordination, disrespect, verbal threats and physical attacks.

**CLASS LEARNING and HOME LEARNING:** Cadets will complete in class assignments and home learning assignments as directed by instructors. Cadets should develop a system to track assigned class work or home learning to ensure completion of work and enhance learning. Assignments are due at the beginning of the class on assigned due date, unless otherwise directed or the cadet has an excused absence that day. For excused absences, **the assignment will be due on the next class day that the cadet returns to school.** Assignments not turned in on the due date will receive a “0” (zero) grade for that assignment. Character building begins with being accountable and accountability is part of your grade.

**CONDUCT – GA-20102 EXCELLENCE & DISCREPANCY:** Cadets will start out with a grade of 100 in each respective AF Form 341 area of CONDUCT, MILITARY BEARING, CLASS PREPARATION, and DRILL. Five points will be deducted from the respective GA-20102 Form 341 area each time cadets fail to maintain standards.

Cadets will completely fill out the front of the GA-20102 Form 341 and state what discrepancy he or she committed listing it on the “Excellence/Exhibited Discrepancy” area of the form. The Cadet will not sign in the Reporting individual blocks. The Cadet will write on the back of the form what he or she will do to correct the discrepancy. The Cadet will then turn the GA-20102 Form 341 in to the Flight Commander, Instructor, or Cadet issuing the 341. Cadets who have a GA-20102 Form 341 pulled for CONDUCT, MILITARY BEARING, CLASS PREPARATION, or DRILL will not receive the Good Conduct Ribbon for that semester. Cadets who receive ISS or OSS are not eligible for the Good Conduct Ribbon, awards, or for promotion during the term or semester. GA-20102 Form 341s will count against a flight’s honor flight points and will be filed in the cadet’s personnel record. GA-20102 Form 341s pulled for Excellence will count towards cadet’s Honor Flight points as well as towards monthly and annual awards consideration.

**CURRICULUM IN ACTION TRIPS (CIA) FIELD TRIPS:** Throughout the semester, cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These activities may include field trips (i.e. Robins Air Force Base, NASA, Washington D.C., FAA, etc.). Cadets must be in good academic and disciplinary standing to participate. Attendance is solely at the discretion of the SASI and ASIs.

**CELL PHONES:** The cell phone policy is in accordance with Air Force and Ola High School instructions. Cell phones must remain **turned off and out of sight during the instructional day unless authorized by the instructor**

## EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. cadet-element leader – Flt Sgt – Flt/CC – Ops/CC – Sqd/CC – MSG/CC – ASIs – SASI). **DO NOT GO DIRECTLY TO THE CADET MSG/CC, SMSgt McGee, or Lt Col Brown WITHOUT YOUR FLT/CC WITH YOU unless it is an emergency.**
2. Always use the titles Sir/Ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time late to class, scheduled events, practices, etc.
4. Always bring your required items to class (notebook, pen/pencil, textbooks, etc).
5. Wear the correct uniform on the appropriate day. Earrings are prohibited for males in uniform or in the AFJROTC area when out of uniform.
6. Place personal belongings on the right side or under your desk.
7. Raise your right hand, fist balled and wait to be acknowledged; do not talk without permission.
8. Listen respectfully and attentively to the speaker/presenter or fellow cadets when they are speaking.
9. Treat others with mutual respect. Profanity, vulgar language, racial or ethnic slurs, derogatory comments, sexual harassment, or harassment of any fellow cadet or student will not be tolerated.
10. Remain in your seat unless given permission to move about the room
11. Remain professional; do not sit on desks, tables, trash cans, etc.
12. Unauthorized personnel are not allowed in the staff offices.
13. Always use the trash can to dispose of trash. If you see trash on the floor, clean/pick it up.
14. No eating, drinking and **ABSOLUTELY** no **CHEWING GUM** in the classrooms.
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Honor Code, Air Force Core Values, AFJROTC Corps, and AFJROTC Cadet Creed.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and your self-respect at all times.
19. Respect teachers, instructors, or higher-ranking cadet officers, NCOs, and airmen.
20. Study and know your GA-20102 Cadet Guide.
21. Study and know the GA-2012 Enlisted and Officer Promotion process.
22. The Ola Court Yard is designated as an AFJROTC “No Hat Area” ONLY during lunch. Flight Caps MUST be worn at all times when outside any other time.
23. Follow rules the first time they are given.
24. Follow expectations of students outlined in Henry County Schools and Ola High School Handbooks.
25. **No cursing or profanity.**
26. Do not touch anyone else with your hands, your feet, or any object.
27. Ensure first and last name, flight, date, and course title, are on all assignments turned-in to instructors.
28. Follow all expectations of Cadets outlined in guides, handbooks, regulations, and follow all customs & courtesies.