



Pearl High School NJROTC  
Personal Qualification System (PQS)

## Chief Petty Officer

# CPO

NAME (Last, First MI)

GRADE

COMPANY

PLATOON

SQUAD

MARKING PERIOD

### SECTION 1 – GENERAL MILITARY KNOWLEDGE

#### A.) THE 11 GENERAL ORDERS TO THE SENTRY

*Recite all 11 General Orders to the Sentry (Reference: NAVEDTRA 37116-K, Pg. FM-81). Sound off in a loud clear voice to the person you are addressing, "Sir (Ma'am, or Chief), the \_\_\_\_ General Order to the Sentry is to \_\_\_\_, Sir (Ma'am, or Chief)".*

- 1.) **Take** charge of this post and all government property in view.
- 2.) **Walk** my post in a military manner, keeping always on the alert, and observing everything that takes place within sight or hearing.
- 3.) **Report** all violations of orders I am instructed to enforce.
- 4.) **Repeat** all calls from posts more distant from the quarterdeck than my own.
- 5.) **Quit** my post only when properly relieved.
- 6.) Receive, obey, and pass on to the sentry who relieves me, all orders from the Commanding Officer, Command Duty Officer, Officer of the Deck, and Officers and Petty Officers of the Watch only.
- 7.) **Talk** to no one except in the line of duty.
- 8.) **Give** the alarm in case of fire or disorder.
- 9.) **Call** the Officer of the Deck in any case not covered by instructions.
- 10.) **Salute** all officers and all colors and standards not cased.
- 11.) **Be Especially** watchful at night, and during the time for challenging, challenge all persons on or near my post and allow no one to pass without proper authority.

NAME (Printed)

SIGNATURE

DATE

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#### B.) THE CADET CREED

*Recite the NJROTC Cadet Creed. Sound off in a loud clear voice to the person you are addressing, "Sir (Ma'am, or Chief), the Cadet Creed is \_\_, Sir (Ma'am, or Chief)"*

I am a Naval Junior ROTC cadet;

I strive to promote patriotism and become  
an informed and responsible citizen.

I respect those in position of authority.

I support those who have defended  
freedom and democracy around the world.

I proudly embrace the Navy's core values of  
HONOR, COURAGE, and COMMITMENT.

I am committed to excellence and  
the fair treatment of all.

NAME (Printed)

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### C.) QUALIFICATIONS OF AN EFFECTIVE LEADER

*Demonstrate the ability to identify the qualities of an effective leader and their definitions.*

- **Courage** – strength of character to confront a tough situation head-on.
- **Responsibility** – willingness to be accountable for your actions.
- **Ability to Set The Example** – to set the standard of performance, conduct, and appearance.
- **Self Discipline** – to be dependable and will fulfill responsibilities without supervision.
- **Self Confidence** – to know yourself, your ability and to be decisive.
- **Sense of Humor** – a humorous remark can ease tension and restore moral to the group.
- **Tact** – to deal with others in a respective manner.
- **Common Sense** – sound, practical judgment.

NAME (Printed)

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### D.) THE NJROTC CHAIN OF COMMAND

*Identify the NJROTC Chain of Command (Reference: Unit Website) Sound off in a loud clear voice to the person you are addressing, "Sir (Ma'am, or Chief), the Cadet Creed is \_\_\_\_\_, Sir (Ma'am, or Chief)"*

Platoon Logistic Specialist (LS)

Platoon Yeoman (YN)

Assistant Platoon Commander

Platoon Commander

Operations Officer

Administration Officer

Supply Officer

Company Master Chief

Company Executive Officer

Company Commander

Naval Science Instructor

Sr. Naval Science Instructor

Area 8 Manager

Commander, Naval Service Training Command

Commander, Naval Education & Training Cmd

Chief of Naval Operations

Secretary of the Navy

Secretary of Defense

Vice President of the United States

President of the United States

NAME (Printed)

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**E.) JROTC MISSION STATEMENT**

*Write the JROTC Mission Statement. Demonstrate an ability to recite it. "Sir/Ma'am/Chief... The Mission of JROTC is..."*

"The mission of Junior ROTC is to instill in students in United States secondary educational institutions the values of citizenship, service to the United States, personal responsibility, and a sense of accomplishment."

**NAME (Printed)****SIGNATURE****DATE****POSITION****F.) NAVAL OFFICERS SWORD**

*Identify each part of the Naval Officer's Sword by its nomenclature and demonstrate a basic knowledge of Sword History, (Ref: CFM, Section 2, Chapter 4, Page DM-52). Sound off in a loud and clear voice to the person you are addressing,*

*"Sir/Ma'am/Chief, this part of the Sword is the..."*

- Knuckle Bow
- Sword Grip
- Hook
- Ring
- Short Sling
- Long Sling
- Scabbard

- 1.) The Sword, officially returned as part of the Dress Uniform in \_\_\_\_\_.
- 2.) The Sword Salute probably originated during the \_\_\_\_\_ in the Middle Ages.
- 3.) A serious breach of Sword etiquette is to \_\_\_\_\_ it when making the sword salute.

**NAME (Printed)****SIGNATURE****DATE****POSITION****G.) ESSAY & RESPONSE QUESTIONS**

*Answer the following essay style questions. Each response should be 1 – 2 paragraphs, typed.*

- 1.) What do you do in the NJROTC Program? Why do you feel you should be advanced?
- 2.) What position would you like to see yourself in the future? Why do you feel you are qualified for it?
- 3.) What can you improve about yourself, and how would you go about improving it?

**SECTION 2 – PRACTICAL FACTORS****A.) THE MANUAL OF THE SWORD**

*Demonstrate a proficiency in the execution of the following sword movements. (Reference: NAVEDTRA 37116-k, DM-53).*

- Draw, Sword
- Present, Sword from Carry or Order
- Order, Sword from Present, Sword
- Eyes, Right (Left) while halted
- Eyes, Right (Left) while marching
- Carry, Sword from Eyes, Right (Left) while marching
- Parade, Rest from Carry or Order, Sword
- Order, Sword from Parade, Rest
- At Ease or Rest from Carry or Order, Sword
- Return, Sword from Carry or Order, Sword

**NAME (Printed)****SIGNATURE****DATE****POSITION**

## B.) MILITARY ARMED & UNARMED DRILL

Demonstrate a proficiency in teaching and commanding Military Armed & Unarmed Drill, (Reference: NAVEDTRA 37115-J, Section 2, Chapter 1,2,3, 7).

### 1.) MILITARY DRILL (STATIONARY)

- Fall In
- Attention
- Dress Right, Dress (Ready, Front, Cover)
- At Close Interval, Dress Right, Dress (Ready, Front, Cover)
- At Close Interval, Dress Left, Dress (Ready, Front, Cover)
- Dress Left, Dress (Ready, Front, Cover)
- Left, Face
- Right, Face
- Half Left, Face
- Half Right, Face
- About, Face
- Parade, Rest (Attention)
- At Ease (Attention)
- Rest (Attention)
- Hand, Salute (Ready, Two)
- Uncover, Two
- Cover, Two
- Fallout/Dismissed

### 2.) MILITARY DRILL (MARCHING)

- Left Step, March (Squad, Halt)
- Right Step, March (Squad, Halt)
- Mark Time, March
- Change Step, March (Squad, Halt)
- Back Step, March (Squad, Halt)
- Right, Face
- Forward, March
- Double Time, March
- Quick Time, March
- Change Step, March
- Half Step, March (Forward, March)
- Column Right, March
- Column Left, March
- By The Right Flank, March
- By The Left Flank, March
- To The Rear, March
- To The Rear, March
- Eyes, Right (Ready, Front)
- Squad, Halt

### 3.) MANUAL OF ARMS

- Attention
- Trail, Arms
- Order, Arms
- Parade, Rest (Attention)
- At Ease (Attention)
- Port, Arms (Order, Arms)
- Present, Arms (Order, Arms)
- Right Shoulder, Arms
- Left Shoulder, Arms
- Inspection, Arms
- Fallout/Dismissed

NAME (Printed)	SIGNATURE	DATE	POSITION

## SECTION 3 – SCHOLASTIC & CITIZENSHIP REQUIREMENTS

### COMMUNITY SERVICE REQUIREMENT

Perform at minimum nine (9) hours of documented community service within this Advancement Period.

- Please note that the community service hours must be turned in to the Administration Department prior to the end of the advancement cycle, for entry into CDMIS.

NAME (Printed)

SIGNATURE

CDMIS VERIFIED ON:

POSITION:

**C.) PHYSICAL FITNESS TEST (PFT)**

- Participate in the Most Recent Physical Fitness Test with a score of SATISFACTORY or above and improve on your previous score within JUMS

Score: \_\_\_\_\_ Points: \_\_\_\_\_

**NAME (Printed)****SIGNATURE****DATE****POSITION****SECTION 3 – SCHOLASTIC & CITIZENSHIP REQUIREMENTS****RIBBON REQUIREMENT**

Earn at minimum one (1) ribbon during this past advancement cycle.

Ribbon Name: \_\_\_\_\_

**NAME (Printed)****SIGNATURE****JUMS VERIFIED ON:****POSITION:****COMMUNITY SERVICE REQUIREMENT**

Perform at minimum nine (9) hours of documented community service.

- Please note that the community service hours must be entered in JUMS before the end of the advancement.

**NAME (Printed)****SIGNATURE****JUMS VERIFIED ON:****POSITION:****SECTION 4 – UNIFORM & GROOMING STANDARDS****UNIFORM & GROOMING STANDARDS COMPLIANCE**

Be in compliance with all US Navy Uniform & Grooming Standards as defined in NAVEDTRA 37116-J.

Include all Uniform Inspection Scores when turning in your PQS.


**NAME (Printed)****SIGNATURE****DATE****POSITION:****SECTION 5 – TEACHER RECOMMENDATIONS**

**PERIOD 1 COURSE:** \_\_\_\_\_

**By signing, I am recommending this cadet for advancement within the NJROTC Program. This cadet is always in complete compliance with my classroom guidelines, and is never tardy to my class. Additionally, this cadet has not served any teacher detentions with me.**

**TEACHER NAME (Printed)****SIGNATURE****DATE****CURRENT MARKING PERIOD AVERAGE**

**PERIOD 2 COURSE:** \_\_\_\_\_

**By signing, I am recommending this cadet for advancement within the NJROTC Program. This cadet is always in complete compliance with my classroom guidelines, and is never tardy to my class. Additionally, this cadet has not served any teacher detentions with me.**

**TEACHER NAME (Printed)****SIGNATURE****DATE****CURRENT MARKING PERIOD AVERAGE**

<b>PERIOD 3 COURSE:</b> _____  <b>By signing, I am recommending this cadet for advancement within the NJROTC Program. This cadet is always in complete compliance with my classroom guidelines, and is never tardy to my class. Additionally, this cadet has not served any teacher detentions with me.</b>	<b>TEACHER NAME (Printed)</b>
	<b>SIGNATURE</b>
	<b>DATE</b>
	<b>CURRENT MARKING PERIOD AVERAGE</b>
<b>PERIOD 4 COURSE:</b> _____  <b>By signing, I am recommending this cadet for advancement within the NJROTC Program. This cadet is always in complete compliance with my classroom guidelines, and is never tardy to my class. Additionally, this cadet has not served any teacher detentions with me.</b>	<b>TEACHER NAME (Printed)</b>
	<b>SIGNATURE</b>
	<b>DATE</b>
	<b>CURRENT MARKING PERIOD AVERAGE</b>
<b>SECTION 6 – HIGH SCHOOL ADMINISTRATION RECOMMENDATION</b>	
<b>By signing, I confirm that the cadet named on Page 1 of this document has received no detentions or suspensions during this marking period.</b>	<b>VICE PRINCIPAL NAME (Printed)</b>
	<b>DATE</b>
	<b>VICE PRINCIPAL SIGNATURE -OR- MAIN OFFICE STAMP</b>

#### **INSTRUCTIONS, REGULATIONS & GUIDANCE FOR COMPLETING THIS DOCUMENT**

- All cadets must remain in current rate for a minimum of one (1) complete marking period.
- Signatures for the next rate cannot be obtained until the end of this advancement cycle.
- Waivers for any requirement can only be granted by the Senior Naval Science Instructor, or Company Master Chief Petty Officer.
- Your Monthly Inspection Scores must be recorded on your PQS when turning in.
- Teacher Recommendations & High School Administration Recommendations may only be received during the final two (2) weeks of the advancement period.
- Your classroom teacher must complete all fields in their appropriate recommendation area, including your marking period average.
- Please allow up to one (1) week processing time when submitting community service hours to the Administration Department for entry into JUMS, as your hours must be in the system in order to count towards this advancement cycle.
- This PQS Document was revised on 02/03/2023. All Previous Editions of this PQS are obsolete and may not be used.
- All Essay questions must be a minimum of 1 to 2 paragraphs. They must be typed in order to be accepted.
- Any comments, questions, or concerns regarding this revised PQS Document should be submitted to....

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