

Attachment 6

SHOULDER CORDS AND BERETS

SHOULDER CORDS. Cadets may wear the following shoulder cords on the left shoulder when approved. Only one cord may be worn at a time. Cadets wanting to wear the club/team cord must be an “**Active Member**” of these programs to wear the shoulder cord. Active members participate in practice two days (minimum) a week or more.

Special Cords:

Assistant to SASI	Blue/Silver
Cadet of the Quarter/Semester	Yellow/Green

Group Cords:

Group/Deputy Commander	Red/Blue
Group Executive Officer	Red/Blue
Group Command Chief	Red/Blue
Group First Sergeant	Red/Blue

Squadron/Branch Cords:

Operations Squadron Members	Royal Blue
Flight NCOs	Red
Mission Support Sq. Members	Purple
Logistics Squadron Members	Green
Public Affairs Members	Maroon
Kitty Hawk Members	Light Blue
Recruiting Members	Yellow
Drill/Color Guard Members	White
Marksmanship Team Members	Tan
Warrior Club Members	Black
Academic Bowl Members	Gray

KY-951 Berets for Teams (Personal Expense). Below is a list of “**Berets**” approved for wear in place of the flight cap while wearing the blue uniform. Cadets must be an “**Active Member**” of these programs to wear the beret. Active members participate in practice two days (minimum) a week or more. These additional uniform items (berets & cords) are used to identify cadets that put extra effort into programs that make AFJROTC successful and produce growth (recruiting) in their High Schools.

Marksmanship	Black
Warrior Club	Black
Color Guard	White
Drill Team	White

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Attachment 7

AFJROTC Ribbon Chart



AIR FORCE JUNIOR ROTC

 1. Air Force JROTC Gold Valor Award	 2. Air Force JROTC Silver Valor Award	 3. Cadet Humanitarian Award	 4. Silver Star Community Service with Excellence Award	 5. Community Service with Excellence Award
 6. Air Force Association Award	 7. Daedalian Award	 8. American Legion Scholastic Award	 9. American Legion General Military Excellence Award	 10. American Veterans Award
 11. Reserve Officers Association Award	 12. Military Order of World Wars Medal	 13. Military Officers Association Award	 14. Veterans of Foreign Wars (VFW) Award	 15. Military Order of the Purple Heart
 16. Air Force Sergeants Association	 17. Tuskegee Airman Inc. AFJROTC Cadet Award	 18. The Retired Enlisted Association Award	 19. Celebrate Freedom Foundation Award	 20. Air Commando Association Award
 21. Distinguished Unit Award With Merit	 22. Distinguished Unit Award	 23. Outstanding Organization Award	 24. Outstanding Flight Ribbon	 25. Top Performer Award
 26. Outstanding Cadet Ribbon	 27. Leadership Ribbon	 28. Achievement Ribbon	 29. Superior Performance Ribbon	 30. Academic Ribbon
 31. Cadet Leadership Course (CLC) Ribbon	 32. Special Teams Placement Ribbon	 33. Joint/All-Service National Competition Ribbon	 34. Air Force Nationals Competition Ribbon	 35. Orienteering Ribbon
 36. Leadership Development Requirement (LDR) Leadership Ribbon	 37. Drill Team Ribbon	 38. Color Guard Ribbon	 39. Sabre Team Ribbon	 40. Marksmanship Ribbon
 41. Good Conduct Ribbon	 42. Service Ribbon	 43. Health and Wellness Ribbon	 44. Recruiting Ribbon	 45. Activities Ribbon
 46. Attendance Ribbon	 47. Dress and Appearance Ribbon	 48. Longevity Ribbon	 49. Bataan Death March Memorial Hike Ribbon	 50. Patriotic Flag Ribbon

Version: 1 August 2018

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Attachment 8

Chain of Command

President of the United States (Commander-in-Chief):

The Honorable Donald J. Trump

Vice President of the United States:

The Honorable Michael R. Pence

Speaker of the House:

The Honorable Paul Ryan

Secretary of State:

The Honorable Michael R. Pompeo

Secretary of Defense (SECDEF):

The Honorable James M. Mattis

Deputy Secretary of Defense (DEPSECDEF):

The Honorable Patrick M. Shanahan

Secretary of the Army (SECARMY):

The Honorable Dr. Mark T. Esper

Secretary of the Navy (SECNAV):

The Honorable Richard V. Spencer

Secretary of the Air Force (SECAF):

The Honorable Heather Wilson

Chairman of the Joint Chiefs of Staff (CJCS):

General Joseph F. Dunford, Jr. (USMC)

Vice Chairman of the Joint Chiefs of Staff (VCJCS):

General Paul J. Selva (USAF)

Chief of Staff of the Army (CSA):

General Mark A. Milley

Commandant of the Marine Corps (CMC):

General Robert B. Neller

Chief of Naval Operations (CNO):

Admiral John M. Richardson

Chief of Staff of the Air Force (CSAF):

General David L. Goldfein

Chief of the National Guard Bureau (CNGB):

General Joseph L. Lengyel (USAF)

Chief Master Sergeant of the Air Force (CMSAF):

CMSgt Kaleth O. Wright

Air Education and Training Command Commander:

Lt. General Steven L. Kwast

Air University Commander (AU/CC):

Lt. General Anthony J. Cotton

Holm Center Commander:

Brig Gen Christopher J. Niemi

Director, Air Force JROTC:

Colonel Paul C. Lips

Region 1 Director, Air Force JROTC:

Mr. Wayne Barron

Senior Aerospace Science Instructor (SASI) KY-951:

Major Robert R. Marlow

Aerospace Science Instructor (ASI) KY-951:

CMSgt James W. DeSpain

Attachment 9

AFJROTC Cadet Creed

I am an Air Force Junior ROTC Cadet.

*I am connected and faithful to every Corps of Cadets who serve their community
And nation with patriotism.*

*I earn respect when I uphold the Core Values of Integrity First, Service before Self,
and Excellence in All We Do.*

*I will always conduct myself to bring credit to my family, school, corps of cadets,
Community, and to myself.*

*My character defines me. I will not lie, cheat, or steal. I am accountable
For my actions and deeds.*

I will hold others accountable for their actions as well.

*I will honor those I serve with, those who have gone before me, and those
Who will come after me.*

*I am a Patriot, a Leader, and a Wingman devoted to those I follow, serve, and lead.
I am an Air Force Junior ROTC Cadet.*

KY-951 Cadet Creed

I am a KY-951 Cadet

I have Answered my Inner-Call

My Desire to be held to a Higher Standard

By My Peers, Instructors, and Community

To Leave a Legacy that Lasts Forever

To Know that KY-951 Equals Excellence

That CCHS and the Community are Better Because of What We Do

Whenever We Graduate, We Will Lead Wherever We Go

We Will be the Best at all We Do

WE ARE KY-951!!

Attachment 10

“SASI Perception”



AFJROTC KY-951

220 Glass Ave.
Hopkinsville, KY 42240
(270) 887-7050



MEMORANDUM FOR: ALL KY-951 CADETS/PARENTS

FROM: KY-951 SENIOR AEROSPACE SCIENCE INSTRUCTOR (SASI)

SUBJECT: SASI PERCEPTION OF AFJROTC

Greetings and welcome to AFJROTC. This program is truly like no other program in High Schools around the world. I would like to take the next few paragraphs and explain AFJROTC from my perspective. Most of you already know the universal statement about AFJROTC that **“We develop citizens of character dedicated to serving their nation and community.”** What I want to do as the Senior Aerospace Science Instructor (SASI) is to explain how I plan to use this program to achieve this objective from an instructor perspective, to establish a vision. KY-951 cadets can use this **“vision”** to perfect objectives within themselves in order to become our future leaders of tomorrow.

There is a special number that I use when I meet your children/KY-951 cadets for the first time and that number is: **“6570.”** That is the number of days that a person has from the day they are born until their 18th birthday when they will be held accountable as an adult. From day one, children learn how to act from parents/relatives/siblings, etc. so the learning starts from visual stimulation at an early age. They arrive in the ninth grade, usually around the age of **“14”** and we as parents/teachers are down to **“1460 days”** to ensure they are ready to be responsible adults, to be prepared for the world that they are about to step into; so **“all their dreams come true”** to meet their future endeavors/dreams/successes.

It is for these reasons I personally feel that the AFJROTC program should be the most sought after **“elective”** in any high school that is afforded the opportunity to have a unit on campus. This course is not designed or sought to be a program to **“whip problem students into shape.”** Quite the contrary, AFJROTC is an elective designed for students who sincerely desire to be part of high-quality, and highly structured school program. It has to be a program students (future cadets) select.

How is this accomplished in KY-951? AFJROTC is a **“nationally accredited”** curriculum program that has an enormous emphasis on continuing to build strong character traits such as respect for self, others, school, community, the American Flag, and our Nation. Additionally, we stress the importance of: **“Self-discipline, responsibility, accountability, honor, honesty, initiative, and pride in self, unit, family, school, community, and our Nation!!”** Of course, with this being an Air Force JROTC program, we use what has worked for so many years for the real Air Force, which is the Air Force Core Values of: **“Integrity First, Service Before Self, & Excellence in All We Do”.**

Main supplements to the Core Values, is the Honor Code and AFJROTC creed. This unit has gone a step **“above and beyond”** and developed their own KY-951 Creed (located in their Cadet Guide, and a requirement to memorize by the end of JROTC-1).

Once cadets embrace these objectives; the unit grows individually and as a team. They begin to see the **“Bigger Picture”** and look into development as a group. True leaders then develop and their **“personal interest”** starts to become a secondary concern in their life. These are the things we need for a better tomorrow, to ensure our country takes the necessary steps to keep **“Growing & Maturing”** and viewed as a **“World Power & Leader”** for other countries to strive and want to emulate.

I sincerely hope this is the intention of your child. In addition, what they truly expect to receive from the KY-951 AFJROTC program. That every day of class is a **“learning opportunity”** whether it is individual or team growth, the program is truly centered on growth. Our goal is to have every cadet that takes this course, leave a better citizen/leader for tomorrow. Whether it is for only one year, or they decide to take the course the entire four years of high school. I feel everyone that leaves KY-951, will be better prepared for tomorrow.



ROBERT R. MARLOW, Major, USAF (ret.)
SR AEROSPACE SCIENCE INSTRUCTOR
KY-951 CHRISTIAN COUNTY HS

Cadet Acknowledgement: _____

Parent Acknowledgement: _____

Attachment 11

“KY-951 Cadet Contract”



AFJROTC KY-951
Christian County High School
220 Glass Ave.
Hopkinsville, KY 42240
(270) 887-7050



MEMORANDUM FOR: Parents/Guardians

FROM: Major Marlow

SUBJECT: Air Force Junior ROTC Program Requirements

1. Welcome to the Christian County High School Air Force JROTC program. The mission of the AFJROTC program is to **“Develop citizens of character dedicated to serving their nation and community.”** Our citizen-building process is accomplished through several academic and extracurricular activities. These activities provide cadets with opportunities to develop their leadership skills, practice public speaking, plan, and organize community service projects, physical fitness, Curriculum-In-Action (field) trips, and participate in military drill & ceremonies.
2. In addition to citizenship-building activities, AFJROTC provides academic instruction in a variety of aerospace science subjects. These subjects acquaint cadets with the History of Aviation, Fundamentals of Flight, Aero & Space environment, and Leadership.
3. Enormous emphasis is placed on continuing to build strong character traits such as respect for self, others, school, community, the American Flag, and our Nation. Additionally, we stress the importance of self-discipline, responsibility, accountability, honesty, initiative, pride in self, family, school, and our nation. We teach the Air Force Core Values of **“Integrity First, Service before Self, and Excellence in All We Do.”**
4. Air Force JROTC is not a school program used to **“whip problem students into shape.”** On the contrary, AFJROTC is an elective designed for students who sincerely desire to be part of a **high-quality, highly structured school program.** It is a program students (and you) select.
5. All Cadets must wear the Air Force uniform one-day per week while participating in the AFJROTC program. This is directed by contract between the Air Force and Christian County High School. The uniform is provided at no cost to the cadets. We do require that cadets take responsibility for keeping the uniform in good condition, cleaned, and pressed so our unit looks professional.
6. In addition to academics, and leadership each cadet at CCHS will participate in a physical fitness program. Parent’s signature on the Wellness Cadet Participation Consent Form and its return to CCHS indicates approval for your child to participate in our Physical Fitness Program.
7. **Any cadet caught fighting (as determined by school administration/SASI) in/out of uniform on school campus, will immediately be subject to removal from the program at SASI’s discretion. If in a leadership position, cadet will lose leadership position and rank. (Failure to maintain standards) NO EXCEPTIONS!!!**
8. **Any activities or altercation with drugs (to include failing a drug test, alcohol, and tobacco violations) because these all break local laws. Will turn in their uniform and will be immediately removed from the AFJROTC program. NO EXCEPTIONS!!!**
9. My email contact is: Robert.marlow@Christian.kyschools.us

Respectfully,

A handwritten signature in black ink that reads "Robert R. Marlow".

ROBERT R. MARLOW, Major, USAF (Ret)
Senior Aerospace Science Instructor, KY-951

KY-951 CADET CONTRACT

The Air Force Junior Reserve Officer Training Corps (AFJROTC) is a unique program which includes both academics and leadership training. Preparing today's youth to be leaders for tomorrow. The information below is a brief summary of student requirements unique to AFJROTC. The cadet guide goes into great detail (**and is a requirement to know as you progress in the program**) of unit activities, student requirements, and rank structure. Please consider seriously whether you are willing to take the challenge and meet the following requirements before signing this contract.

Every Cadet is issued a clean uniform that is the same worn by active-duty Air Force personnel. Each cadet has or will acknowledge his/her responsibility for all uniform items issued to them. (**Note: Dollar value can range from \$235.00 - \$800.00**). During the year, all uniform items **MUST** be **DRY-CLEANED** with the exception of the shirt/blouse, which is machine washable. **The shirt/blouse MUST be laundered and pressed after each time worn (even if only for 15 minutes)**. The shirt/blouse is by far the easiest item to make unserviceable from non-hygienic practices. Please be aware, if not cared for, all uniform items will be required to be paid for. Near the end of the school year, AFJROTC will provide a No Later Than (NLT) date (minimum two weeks' notice) to return uniform items. **All uniform items are to be returned to KY-951 dry-cleaned (all dark blue items) and laundered (light blue shirt/blouse) with appropriate cleaner tags attached and be in a serviceable condition as determined by SASI/ASI. Failure to comply with this KY-951 AFJROTC Uniform Contract will result in a student fee from CCHS for cleaning and/or cost of missing uniform items. If cadet fails to meet the above criteria, the cadet will not be allowed to schedule any future AFJROTC classes.**

NOTE: Pay particular attention to the collar of the shirt/blouse and underarms area. You may need to spot clean prior to sending to the cleaners. Shout Cleaning Gel is perfect for these areas. Negligent care or damage to the uniform will result in the cadet paying for the value of the uniform item(s). If you stain it, tear, etc.; you bought it!!!

UNIFORM DAY: Once issued, cadets are required to wear the military uniform each week on the specified uniform day, currently every **Wednesday**. Uniform inspections are conducted and the grade becomes part of the cadet's academic grade (**considered a Test grade**). Should a cadet fail to wear the uniform on an assigned day without a valid excuse as approved by the **SASI**, he or she will receive an academic grade of **"0"** indicating the cadet failed to wear the uniform on an assigned uniform day. Cadets must wear the uniform on the next available JROTC make up day (**currently Thursday**). Should a cadet fail to wear the uniform on the make-up day, the cadet will receive an academic grade of **"0."** Air Force regulations govern proper wear of the uniform including personal grooming (bathe or shower), shaving, and haircut/hairstyle standards. Uniforms must be turned in at the end of the year in good condition, or a financial obligation will be assessed for the cost of each missing or unserviceable (**beyond normal wear**) item. Once issued, it is the responsibility of each cadet to keep their uniforms clean for weekly inspections and other activities requiring uniform wear. **With the exception of the shirts, ALL other uniform items must be dry cleaned.**

****NOTE: Cadets who fail to wear the uniform "THREE" times during the year, without making up the uniform days on assigned make-up days, will receive a failing grade and removed from the program. Cadets who fail as a result of the above criteria will be removed from the program and may not be allowed back the following year in the AFJROTC Program at CCHS.****

MALE GROOMING STANDARDS: Hair must be groomed as to present a tapered appearance. It cannot touch the ears or the shirt collar, and cannot exceed 1 and 1/4 inches in bulk at any point. Facial hair is prohibited except that mustaches may be worn if properly trimmed. The mustache cannot extend below the top of the upper lip or pass the corners of the lips. Earrings, nose rings, and tongue rings are not permitted when participating in AFJROTC activities. A white "V" neck T-shirt is required when in uniform. Cadets must bathe/shower before wearing the Air Force uniform, no exceptions.

FEMALE GROOMING STANDARDS: Hair must be worn in a style, which does not extend below the lower, back edge of the collar and permits the proper wear of the hat. Earrings are permitted, but they must be small studs (**gold, silver, pearl, or diamond approximately the size of a "BB"**) with only one earring in the earlobe of each ear. If there is more than one hole on the earlobe, the earring must be in the lowest hole. ****No dangling or circular earrings, no tongue rings, nose rings, lip rings or eyelid rings** Bottom Line: No piercings in the face**

at any time while in uniform!! A white "V" neck T -shirt is required when in uniform. Cadets must bathe/shower before wearing the Air Force uniform, no exceptions.

ATTITUDE AND CONDUCT: All cadets are required to conduct themselves in an exemplary manner at all times, not just when in AFJROTC class. Cadets must be willing to follow school and AFJROTC rules and respect all teachers and cadets. Cadets who show a gross disrespect for AFJROTC, school, or local community rules/laws may be **"Dis-enrolled"** from the AFJROTC program. ***There should "NEVER" be any violations for drugs (to include a failed drug test), alcohol consumption, smoking, or fighting while enrolled in a AFJROTC program. These all break local laws.***

COMMUNITY SERVICE: All cadets are required to complete a minimum of 25 hours of Community Service to progress through the program. Squadron Commanders, Branch Chiefs, and SNCOs must complete 40 hours of community service per year, while Group leadership will be required to attend all KY-951 events and accumulate 75 hours of community service per year. This re-enforces the total person concept. As with any projection of good leadership and character, you must lead by example.

MANDATORY AFTER SCHOOL OR WEEKEND CADET FUNCTIONS: Examples of these events are: Flag Burning Ceremony, Homecoming Parade, Commander's Call, Military Ball, Unit Parades & Awards Ceremony, and any other requirement deemed appropriate by the SASI (***usually something that looks favorably on the unit/school***). ***All Group leadership will be required to attend all KY-951 events.*** These functions amplify the experience for a AFJROTC cadet and program, and grades can be received for commitment to the program. Failure to attend could result in removal from CCHS AFJROTC. After-school participation is highly encouraged to expose cadets to all the different aspects of the program, this always helps prepare the cadet for life after high school.

PHYSICAL FITNESS: Cadets are required to participate in physical fitness training (PT) which includes exercises and running. Cadets will be required to wear the AFJROTC PT Uniform (provided) when participating in physical training events as required by the instructor. PT is graded on effort, the moment you stop trying, or "take a break" while others are giving effort, can result in a **"O"** for the day.

OBLIGATIONS: **There is no military service obligation for taking AFJROTC.** This program is strictly a **"Citizenship"** course to make better **"Leaders"** for tomorrow!!

CADET AGREEMENT: I have read and understand the information above. I agree to follow all school and AFJROTC rules and the directions given to me by the KY-951 Leadership and KY-951 instructors. **I understand that AFJROTC is a privilege, not a right and understand that failure to adhere to the contract may result in being removed from the AFJROTC program.**

(Cadet's Printed Name)

(Flight)

(Cadet's Signature)

(Date)

PARENT AGREEMENT: I have read and understand the Cadet Contract. **I understand AFJROTC is a privilege, not a right and failure of my son/daughter to adhere to the contract may result in poor grades and removal from the AFJROTC program.**

(Parent Signature)

(Date)

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Attachment 12

AFJROTC KY-951 UNIFORM & ACCESSORIES ISSUE RECEIPT CHRISTIAN COUNTY HIGH SCHOOL – INITIAL ISSUE (F)

CADET (PRINT): _____
LAST
FIRST
MI

FEMALE UNIFORM ITEM	SIZE	COST	QTY ISSUED	INITIAL	FEMALE UNIFORM ITEM	SIZE	COST	QTY ISSUED	INITIAL
BELT		\$3.15			BUCKLE		\$4.39		
CAP (FLIGHT)		\$9.44			NECKTAB		\$8.23		
SOCKS		\$1.05			V-NECK		\$3.13		
SHIRT – SS		\$12.77			SHIRT – LS		\$15.69		
SLACKS		\$42.31			SKIRT		\$38.03		
COAT (BLUE)		\$99.79			SHOES		\$49.10		
PT Shorts (Commercial)		\$10.00			PT Shirt (Commercial)		\$10.00		
PT Sweatshirt (Commercial)		\$10.00			PT Sweatpants (Commercial)		\$10.00		
JACKET (M) LINER: YES/NO		\$87.70			JACKET (F) LINER: YES/NO		\$82.96		
SET OF PATCHES SHIRT		\$4.00			SET OF PATCHES JACKET		\$6.00		
BLUE NAME TAG		\$3.50			SILVER NAME TAG		\$12.00		

TOTAL UNIFORM OBLIGATION: _____

I HEREBY ACKNOWLEDGE RECEIPT AND RESPONSIBILITY FOR ALL THE ABOVE AIR FOCE ISSUED ITEMS. I FURTHER ACKNOWLEDGE THAT I AGREE TO EXERCISE ALL RESONALBLE CAUTION AND CARE TO ASSURE THAT THESE GOVERNMENT ACCOUNTABLE ITEMS ARE CARED FOR AND NOT DAMAGED BEYOND NORMAL WEAR AND TEAR DUE TO CARELESSNESS, NEGLECT, IMPROPER CLEANING OR USE OF IMPROPER LAUNDERING PROCESSES, OR FAILURE TO MAINTAIN AS PRESCRIBED BY AFJROTC KY-951 POLICIES AND ITEM MAINTENANCE INSTRUCTIONS. I FURTHER AGREE I WILL RETURN ITEMS WHEN DIRECTED DURNING THE SCHOOL YEAR AND PRIOR TO TERMINATION OF EROLLMENT IN AFJROTC COMPLETELY DRY-CLEANED AND STILL IN PLASTIC. FAILURE TO RETURN ISSUED ITEMS OR TO COMPLY WITH THE ABOVE CAN RESULT IN MY SCHOOL RECORDS BEING HELD PRIOR TO TRANSFER OR GRADUATION TO OBTAIN THE DESIGNATED REPLACEMENT/DRY-CLEANING COST.

CADET SIGNATURE AND DATE: _____

PARENT/GUARDIAN SIGNATURE AND DATE: _____

ADDRESS: _____

HOME PHONE: _____ CELL PHONE: _____

EMAIL ADDRESS: _____

Attachment 13

Strike Letters



AFJROTC KY-951
Christian County High School
220 Glass Ave.
Hopkinsville, KY 42240
(270) 887-7050



MEMORANDUM FOR: KY-951 CADET/PARENT

FROM: Major Marlow (SASI)

SUBJECT: Removal Strike 1

If you are receiving this memo, it is to address a violation that is serious in nature, but does not institute immediate withdrawal from JROTC. It is important to understand that you and your child signed a contract to meet much more stringent requirements of being apart of JROTC.

The contract was reviewed in detail with your child and time was taken to address areas that can lead to removal (not wearing uniform, not shaving, getting a haircut, participation in drill/PT, negative attitude, and repeated detentions or suspensions, etc.).

To assist parents being aware of cadets not meeting the required standards, HQ AFJROTC requires units to produce memos recording the three strikes to institute withdrawal from the unit. **This memo is strike 1, meaning that your child has plenty of time to turn things around and be a productive cadet in the unit.** Also, if a parent conference with the Senior Instructor is desired, please feel free to contact the school.

A handwritten signature in black ink that reads "Robert R. Marlow".

ROBERT R. MARLOW, Major, USAF (ret.)
SASI, KY-951

Cadet Signature: _____

Parent Signature: _____



AFJROTC KY-951
Christian County High School
220 Glass Ave.
Hopkinsville, KY 42240
(270) 887-7050



MEMORANDUM FOR: KY-951 CADET/PARENT

FROM: Major Marlow (SASI)

SUBJECT: Removal Strike 2

If you are receiving this memo, it is to address a violation that is serious in nature, but does not institute immediate withdrawal from JROTC. It is important to understand that you and your child signed a contract to meet much more stringent requirements for being apart of JROTC.

The contract was reviewed in detail with your child and time was taken to address areas that can lead to removal (not wearing uniform, not shaving, getting a haircut, participation in drill/PT, negative attitude, and repeated detentions or suspensions, etc.).

To assist parents being aware of cadets not meeting the required standards, HQ AFJROTC requires units to produce memos recording the three strikes to institute withdrawal from the unit. **This memo is strike 2, meaning that your child has one infraction left before the removal process is activated.** If your child receives another strike, they will be **withdrawn from JROTC and lose credit for the course.** Also, if a parent conference with the Senior Instructor is desired, please feel free to contact the school.

A handwritten signature in black ink that reads "Robert R. Marlow".

ROBERT R. MARLOW, Major, USAF (ret.)
SASI, KY-951

Cadet Signature: _____

Parent Signature: _____



AFJROTC KY-951
Christian County High School
220 Glass Ave.
Hopkinsville, KY 42240
(270) 887-7050



MEMORANDUM FOR: KY-951 CADET/PARENT

FROM: Major Marlow (SASI)

SUBJECT: Removal Strike 3

If you are receiving this memo, it is to notify you that your child received their third strike in JROTC and will be removed from the program. At this point, the repeat offenses show a **“fail to adjust/indifference to training”** in JROTC.

It is important to understand that you and your child signed a contract to meet much more stringent requirements for being apart of JROTC. The contract was reviewed in detail with your child and time was taken to address areas that can lead to removal (not wearing uniform, not shaving, getting a haircut, participation in drill/PT, and repeated detentions or Suspensions, etc.).

To assist parents being aware of cadets not meeting the required standards, HQ AFJROTC requires units to produce memos recording the three strikes to institute withdrawal from the unit. **This memo is strike 3, meaning that your child will be withdrawn from JROTC and will not receive credit for the course. Per contract agreement with HQ AFJROTC, the school must remove your child within three weeks.** If you have any questions, please feel free to contact the school.

A handwritten signature in black ink that reads "Robert R. Marlow".

ROBERT R. MARLOW, Major, USAF (ret.)
SASI, KY-951

Cadet Signature: _____

Parent Signature: _____

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Attachment 14

“COMMON AFJROTC ACRONYMS”

AAR - After Action Report
ADMIN - Administration or Administrative
AFJROTC - Air Force Junior Reserve Officer Training Corps
AFJROTCI - Air Force Junior Reserve Officer Training Corps Instruction
AFROTC - Air Force Reserve Officer Training Corps (*College*)
APT - Awareness Presentation Team
ASAP - As Soon As Possible
ASI - Aerospace Science Instructor
AY - Academic Year
BFM - Body Fat Measurement
CCHS - Christian County High School
CLC - Cadet Leadership Course
Corps CC or CC - Cadet Corps Commander
c/NCOIC- Cadet Noncommissioned Officer-in-Charge
c/OIC-Cadet Officer-in-Charge
DEPUTY Cadet Deputy Group Commander
DOD - Department of Defense
EOD - End of Day
Flt CC - Flight Commander
Flt Sgt- Flight Sergeant
FAR - Federal Aviation Regulations
Holm Center - Jeanne M. Holm Center for Officer Accessions & Citizen Development
Holm Center/CC - Commander, Holm Center
Holm Center/JR - Director, AFJROTC
KHAS - Kitty Hawk Air Society
LE - Leadership Education
LOC - Letter of Counseling
MFR - Memo for Record
MILPER - Military Personnel
NASA - National Aeronautics and Space Administration
NCO - Non-Commissioned Officer
NCOIC - Non-Commissioned Officer in Charge
NLT - No Later Than
OIA - Outstanding Instructor Award
OIAM - Outstanding Instructor Award with Merit
OIC - Officer in Charge
OIY - Outstanding Instructor of the Year
O&M - Operations and Maintenance
OPS Cadet Corps Operations Commander
PA - Public Affairs
POC - Point of Contact
POTUS - President of the United States
PT - Physical Training

RD - Regional Director
RHIP - Rank Has Its Privileges
ROS - Report of Survey
ROTC - Reserve Officer Training Corps (College only)
SASI - Senior Aerospace Science Instructor
SEA - Senior Enlisted Advisor
SECAF - Secretary of the Air Force
SLS - Summer Leadership School
SNCO - Senior Non-Commissioned Officer (MSgt - CMSgt)
SSN - Social Security Number
TA - Table of Allowance
TCTO - Time Compliance Technical Order
TDY - Temporary Duty (*Active Duty*)
UIL - Unfavorable Information List (Reporting Period Failure List)
UMD - Unit Manning Document
USC - United States Code
VCO - Vehicle Control Officer
VCR - Video Cassette Recorder
VFR - Visual Flight Rules
WBFMP - Weight and Body Fat Management Program