

AIR FORCE JUNIOR ROTC (KY-951) COURSE SYLLABUS AFJROTC - I

COURSE NAME: AFJROTC - I

The mission of AFJROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Physical Education or One Elective for entire Academic year.

PREREQUISITES: Any student interested in JROTC and citizenship should consider this course. Any students registering for this course with a 2.0 GPA or lower. Any student with discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR NAME: Major Marlow & CMSgt DeSpain

REQUIRED TEXT AND MATERIALS:

- Aerospace Science 100: Journey into Aerospace History
- Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- AF Instruction 36-2903, Dress and Personal Experience
- HQ AFJROTC Cadet Operations Guidance
- Student Workbooks
- Selected Video Tapes
- Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC I is the introductory course for all new cadets. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). The **Aerospace Science 100: Journey into Aerospace History (Units 1-4)** is the recommended first AS course for all new cadets. It 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. The emphasis is on civilian and military contributions to aviation; the development, modernization, and transformation of the Air Force; and a brief astronomical and space exploration history. It is interspersed with concise overviews of the principles of flight to include basic aeronautics, aircraft motion and control, flight power, and rockets. Throughout the course, there are readings, videos, hands-on activities, and in-text and student workbook exercises to guide in the reinforcement of the materials. **Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship (Chapters 1 - 3)** introduces the student to the Air Force Junior Reserve Officer Training Corps (AFJROTC) leadership education. It is intended for students who are entering the AFJROTC program and beginning their high school studies. It will introduce cadets to history, organization, mission, traditions, goals, and objectives of JROTC for all services. It introduces key military customs and courtesies, how to project a positive attitude, and exam the principles of ethical and moral behavior. It provides strategies for effective note taking and study skills for academic success. Lessons will cover how to be emotionally, mentally, and physically healthy. Avoiding and preventing violence in today's society will also be covered. How to recognize types of bullying and how to advocate for prevention of this type of behavior. It will cover healthy living, physical fitness, and how to make safe, drug-free, and responsible

decisions. Additionally, cadets will be taught the fundamentals of Drill and Ceremonies. This portion of the course concentrates on the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of the 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. Most of the work is to be hands-on. **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

AS-100: Journey into Aerospace History:

1. Know how humans tried to fly in ancient times.
2. Know key aviation devices created during ancient times.
3. Know why machines do not fly the way birds do.
4. Know how the Wright brothers succeeded in the first flight.
5. Know the anatomy of the Wright Flyer.
6. Know the principles of airplane flight.
7. Know the history of the Wright brothers' involvement with the US Army.
8. Know the key individuals involved in early aircraft development.
9. Know the names and anatomy of period aircraft.
10. Know the significance of other American pioneers in aviation following the Wright brothers.
11. Know the contributions of US pilots during World War I.
12. Know the role of air power in World War I, and the ways "Air Power" expanded.
13. Know the barnstormers, and their major contributions.
14. Know how the barnstormers contributed to public awareness of aviation.
15. Know Charles Lindbergh's famous contribution to aviation.
16. Know the significance of the first transatlantic flight.
17. Know other significant contributions that helped flight become mainstream.
18. Know early developments in commercial flight.
19. Know about the use of the airplane in delivering mail.
20. Know about the development and use of helicopters.
21. Know the predecessors of the U. S. Air Force.
22. Know how the Army Air Corps developed.
23. Know the Air Force's path toward independence.
24. Know the role air power played in WWII and its significance.
25. Know how air power was developed during WWII.
26. Know the significance of the Allied air campaigns.
27. Know key developments in commercial aircraft.
28. Know developments in commercial flight use.
29. Know key contributors to the expansion of commercial flight.
30. Know the significance of the development of the jet engine.

31. Know key developments in the commercial flight industry.
32. Know the pros and cons of commercial flight travel for passengers.
33. Know about the creation of an independent Air Force in 1947.
34. Know what the Cold War was and how it began.
35. Know the USAF role in the Berlin Airlift.
36. Know the role of air power in the Korean War.
37. Know the role of air power in the Cuban Missile Crisis.
38. Know the role of air power in the Vietnam War.
39. Know how the USAF gained an increasingly significant role in other US military operations during the Cold War.
40. Know key developments in aircraft, missile capability, and nuclear capability during the Cold War.
41. Know the significance of stealth aircraft.
42. Know the role of air power in the Gulf War (Operation Desert Storm).
43. Know the role of air power in Operation Enduring Freedom (OEF).
44. Know the role of air power in Operation Iraqi Freedom (OIF).
45. Know the role of air power in various other US military operations from 1990.
46. Know the objects in the solar system.
47. Know the significant contributions of key early astronomers.
48. Know how developments in rocketry made space exploration possible.
49. Know how the Cold War led to a race in space.
50. Know the key steps in the US and Soviet space programs.
51. Know the key steps in the development of spacecraft.
52. Know the significance of the phrase: "One small step for (a) man, one giant leap for mankind."
53. Know the key space shuttle missions.
54. Know the purpose of the International Space Station.
55. Know current and anticipated developments in manned air vehicles.
56. Know current and anticipated developments in unmanned systems.
57. Know current and anticipated developments in cyber warfare.
58. Know anticipated Air Force plans for integrating air and space operations.
59. Know NASA's vision for the future.

Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship:

1. Discuss the history of the nation's Junior ROTC programs.
2. Explain the organization of Junior ROTC programs.
3. Examine the lines of responsibility and authority in Junior ROTC programs.
4. Explain uniform wear and history.
5. Explain the purpose of uniform wear, restrictions, and standards.
6. Describe the uniforms used within special teams.
7. Describe cadet appearance and grooming standards.
8. Identify military rank and grade insignia.
9. Describe the difference between custom and a courtesy.
10. Identify historic customs and courtesies.
11. Explain the methods to demonstrate recognition and respect.
12. Describe the standard usage of military time.
13. Describe the importance of a positive attitude.
14. Describe the importance of discipline.
15. Describe the four basic rules of ethics.

16. Identify the four types of values.
17. Identify the core values of the US military services.
18. Explain cultural and universal norms.
19. Describe how to make ethical and moral decisions.
20. Identify your personal code of conduct.
21. Analyze etiquette and manners in a formal and informal settings.
22. Demonstrate proper dining etiquette.
23. Explain the handling in social invitations.
24. Demonstrate the proper application of public courtesies.
25. Describe historical background of Dining-Ins and Dining-Outs
26. Analyze effective note taking strategies.
27. Describe the eight types of Thinking Maps®.
28. Demonstrate effective study skills.
29. Recall effective strategies for taking exams.
30. Develop an effective homework plan.
31. Explain the difference between positive and negative stress.
32. Describe the effects of stress on the body.
33. Describe ways to manage stress.
34. Analyze methods to manage time.
35. Employ a goal setting process to arrive at healthful decisions.
36. Explain the impact of communication skills on leadership.
37. Apply responsible use of electronic media devices.
38. Identify and understand emotions.
39. Analyze mental and emotional problems and the effects on behavior.
40. Identify sources for getting help with mental and emotional problems.
41. Examine the problem of violence in our society.
42. Identify ways to prevent violence in schools.
43. Describe ways of protecting yourself from rape or sexual violence
44. Identify the different functions of the human skeletal system.
45. Explain how the muscular system works.
46. Describe different parts of the human circulatory system.
47. Describe how the human respiratory system works.
48. Identify how the nervous system and sense organs work.
49. Describe how the digestive system breaks down food.
50. Explain how the body's waste disposal system works.
51. Identify what influences food choices.
52. Describe the six types of nutrients and explain how the body uses them.
53. Identify resources that can help you make wise food choices.
54. Define the benefits of an active lifestyle.
55. Examine ways to increase your level of fitness through exercise.
56. Analyze strategies for improving aerobic capacity, muscular strength and endurance, and flexibility to improve overall health.
57. Devise a plan to set and achieve fitness goals.
58. Identify the three stages of an exercise session.
59. Analyze methods to monitor fitness progress.
60. Identify safety concerns when participating in sports.
61. Evaluate the effects of performance-enhancing drugs (PEDs).
62. Define body image.
63. Explain the relationship between weight problems and diet.
64. Describe ways to manage an appropriate weight.

65. Explain the dangers of eating disorders.
66. Define first aid.
67. Explain how to recognize and treat common emergencies.
68. Outline steps to take in severe emergencies.
69. Explain how medicines differ from drugs.
70. Explain the difference between drug misuse and drug abuse.
71. Identify how people who abuse drugs can get help.
72. Describe ways to live drug free.
73. Explain the history of tobacco use.
74. Identify the harmful substances in tobacco.
75. Describe the costs of tobacco to society.
76. Explain how to avoid tobacco use.
77. Explain how alcohol is a threat to everyone.
78. Describe alcoholism.
79. Explain why some teens drink alcohol.
80. Describe the effects pollution has on health.
81. Demonstrate methods for reducing and preventing pollution.
82. Outline the history of the flag of the United States.
83. Identify the courtesies rendered to the flag of the United States.
84. List the courtesies rendered to the National Anthem, Pledge of Allegiance, and the American's Creed.
85. Describe the Great Seal of the United States and the military services' seals.
86. Define Civics.
87. Explain the need for government.
88. Explain citizenship and the naturalization process.
89. Analyze duties and responsibilities of citizenship, including volunteerism.
90. Identify the parts of the Constitution.
91. Describe the process of amending the Constitution.
92. Explain how the Constitution is interpreted.
93. Explain the protections of individual freedoms in the Bill of Rights.
94. Identify ways the Bill of Rights protects the rights of accused.
95. Describe other rights protected by the Bill of Rights.
96. Explain how the Bill of Rights protects all Americans.
97. Describe the legislative branch of government.
98. Explain the executive branch of government.
99. Describe the judicial branch of government.

Wellness and Physical Fitness:

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 and gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520)**. Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the “**Fines/Holds**” list until the uniforms are paid for/returned to KY-951.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test; along with standard cadet knowledge questions (i.e. Chain-of-Command, cadet guide questions). These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade):

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 during drill and physical fitness days. **Class preparation includes cadet adherence to proper grooming standards daily** as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly/daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required, as well as, repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

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 is present. Assignments not turned in on the due date because of an unexcused absence (to include suspensions) will receive a **"0"** (zero) grade for that assignment. For multiple days of absence, the "Plus-1 policy will be used" if a cadet is absent two days, they receive three school days to catch-up on missed work.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each year. Cadets of KY-951 are expected to participate and complete 25-hours of community service.

CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS: Throughout the year, cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These trips may include Fort Campbell, LRCs, Museums, ROTC programs, etc. Cadets must be in good academic/disciplinary standing and an "Active Participant" to participate.

CLASS BEHAVIOR: The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires it members to adhere to **"Higher Standards"** than most of 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, fighting, disparaging remarks, insubordination, disrespect, verbal threats (to include spreading rumors) and physical attacks. **Also, any cadet that receives a school suspension (of any kind) for any reason will receive a "0" for all work missed. A cadet's journey through JROTC is to become a better citizen for America, accountability for actions is vital for growth and development into a leader.**

CELL PHONES: Cell phone policy is in accordance with Christian County High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Christian County High's front office. Any student who refuses to turn

over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Flight NCO – Group/First Sergeant – Group Command Chief – Group Exec – Group Vice – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT NCO WITH YOU.**
2. Always use the titles Sir/Ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, events, practices, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc.).
5. Wear the correct uniform on the appropriate day.
 - a. Remember wearing your **"Blues"** is the same as 300,000 + Active Duty Air Force personnel around the world. Treat this day as wearing your **"Sunday's Best."** **Cadets must bathe/shower on uniform day, no exceptions.**
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully/attentively to 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/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 it up.
14. No eating, drinking, and **ABSOLUTELY NO CHEWING GUM** in the classroom. (Only sealable water bottles).
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, School, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **"1-minute bell"** before each class, students will stand behind (or beside) their desk at the position of **"parade rest."** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:



If no cadet is absent, the Flight Sergeant will report "Sir, Flight A/B/C all present and/or accounted for and ready for instruction."



If there are cadets absent, the Flight Sergeant will report “Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction.

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command **“seats”** the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement **“Cadet (last name) request permission to join the flight.”** The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be **“relaxed”** to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to **“Over-Speak”** (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

MATERIALS FOR CLASS: All AFJROTC students must report to class expecting to participate in a learning environment, that means that every day a cadet must possess a pen, pencil, notebook (provided by SASI). The JROTC notebook is used to retain important course material, prepare for tests, and record important

KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. ***Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.***

CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to ***“Prepare for dismissal.”*** At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: ***“Flight ATTENTION”*** cadets will come to the ***“Position of Attention.”*** The Flight Sergeant will then command ***“Dismissed.”*** Cadets will respond with a loud shout of ***“AIR POWER”*** or their ***“Flight Roar”*** and then depart the classroom insuring the desks are straight and in an orderly manner. ***Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.***

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✪ Always call the room to attention when the following individuals enter the room:
 - ✪ SASI
 - ✪ Assistant Principal
 - ✪ Principal
 - ✪ Superintendent
 - ✪ Distinguished Visitor
 - ✪ Cadets will remain at attention until given the command:
 - ✪ ***“As you were”*** or ***“Carry on”***

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✪ During the class period:
 - ✪ No one will leave the classroom without instructor’s permission
 - ✪ Cadets must have a corridor pass, latrine pass, nurse’s pass or other appropriate documentation to be outside the classroom
- ✪ Let the instructor know if you are ill

- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom
- ✧ No gum/food/drinks are allowed in the classroom
- ✧ Water is authorized in a sealable water container
- ✧ Be attentive when someone else is speaking
- ✧ Do not leave your desk or change seats during class
- ✧ Turn in all homework and project assignments on time
- ✧ If you are having problems staying awake, move to the rear of the classroom
- ✧ **CADETS** will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

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AIR FORCE JUNIOR ROTC (KY-951) COURSE SYLLABUS AFJROTC - II

COURSE NAME: AFJROTC - II

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Physical Education or One Elective for entire Academic year.

PREREQUISITES: Successful completion of AFJROTC-1 and must be a cadet in “Good Standing.” Any students registering for this course with a 2.0 GPA or lower. Any student with discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR NAME: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS: Aerospace Science 410: Survival: Survive and Return.

- Leadership Education 200: Communication, Awareness, and Leadership.
- AF Instruction 36-2903, Dress and Personal Experience
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- Student Workbooks
- Selected Video Tapes
- Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC 2 is a secondary step (Blended) in cadet development. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). **Leadership Education 200: Communication, Awareness, and Leadership (Units 1 – 4)** stress 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 compliment the academic materials. Cadet corps activities include holding positions of greater responsibility in the planning and execution of corps projects. **Leadership Education: Unlocking Your Potential (UYP)** is designed for preparing and inspiring young adults to succeed. Containing 14 units, this video-assisted series, guides students through a safe, dynamic and inspiring process to develop winning habit patterns. The process includes a practical “tool kit” for young adults that they carry with them for the rest of their lives. **Aerospace Science-410: Survival: Survive and Return (Units 1 – 4)** is a synthesis of the basic survival information found in Air Force Regulation 64-4 *Survival Training*. The survival instruction will provide training in skills, knowledge, and attitudes necessary to successfully perform fundamental tasks needed for survival. Survival also presents “good to know” information that would be useful in any situation. The information is just as useful to an individual lost hunting or stranded in a snowstorm. **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

AS-410: Survival: Survive and return:

1. Know how to survive in situations where your safety and life depend on your decisions.
2. Know the three basic conditions affecting survival.
3. Know that the two fundamental goals of a survivor are maintaining life and returning.
4. Know that coping with the psychological aspects of survival is a key ingredient in any survival situation.
5. Know the importance of having the will to survive in hopeless situations.
6. Know basic survival medicine procedures, treatments, and prevention measures when faced with medical encounters.
7. Know how to use plants for medicine.
8. Know the proper body temperature.
9. Know that clothing is an important asset to survivors.
10. Know how the environment influences shelter sites and what factors to consider before constructing the shelter.
11. Know how to build, design, and light a fire when in a survival situation.
12. Know how to care for and use issued equipment and improvise when the needed equipment is not available.
13. Know that a survivor must meet his body needs through the intake of food.
14. Know the types of plants you can eat in a survival situation.
15. Know how to locate, procure, purify, and store water.
16. Know how to use a map and compass.
17. Know how to use the Sun and the stars to determine direction.
18. Know if land travel is or is not a necessity in a survival situation.
19. Know how survivors can assist in their own recovery with signaling techniques.
20. Know recovery principles.

Leadership Education 200: Communications, Awareness, and Leadership:

1. Apply the key factors of effective communications.
2. Know the ways in which personal awareness affects individual actions.
3. Know the key elements of building and encouraging effective teams.
4. Apply the key behaviors for becoming a credible and competent leader.
5. Know how the communication process works.
6. Know the definitions of encoding and decoding.
7. Know verbal and nonverbal communication cues.
8. Know barriers to effective communication.
9. Know the importance of feedback.
10. Know the difference between listening and hearing.
11. Know the types of listening.
12. Know the importance of listening.
13. Know the importance of learning to think.
14. Know the parts of thinking.

15. Know the standards for critical thinking.
16. Know how to ask good questions.
17. Know Maslow's hierarchy of needs.
18. Know the elements of an attitude.
19. Know how goals influence actions.
20. Know the ways that attitudes affect actions.
21. Know common defense mechanisms.
22. Know the key elements of a positive attitude.
23. Know the priority of task completion and people.
24. Know the qualities of perseverance in a leader.
25. Know the qualities of courage in a leader.
26. Know the qualities of patience in a leader.
27. Know the traits of integrity in good citizens.
28. Know what it means to be a positive role model.
29. Know the impact of character on behavior.
30. Know the eight basic elements of personality types described in the Myers-Briggs Type Indicator® (MBTI®).
31. Know the ways in which personality influences actions.
32. Know the strengths and weaknesses of different personality types and styles.
33. Know the consequences of taking or avoiding responsibility.
34. Know the common ways in which people use defense mechanisms to avoid responsibility.
35. Know the consequences of actions and decisions.
36. Know how the communication process works.
37. Know the definitions of encoding and decoding.
38. Know verbal and nonverbal communication cues.
39. Know barriers to effective communication.
40. Know the importance of feedback.
41. Know the difference between listening and hearing.
42. Know the types of listening.
43. Know the importance of listening.
44. Know the importance of learning to think.
45. Know the parts of thinking.
46. Know the standards for critical thinking.
47. Know how to ask good questions.
48. Know the purpose of the basic checklist.
49. Know the six steps in the basic checklist for communication.
50. Know the organizational patterns.
51. Know the importance of feedback.
52. Know the elements of effective writing.
53. Know the three-part structure of a draft paper.
54. Know how to recognize active voice in writing.
55. Know the rules of subject-verb agreement.
56. Know the rules for the use of personal pronouns.
57. Know the basics of e-mail protocol.
58. Apply the elements of effective writing.
59. Know the steps for preparing to speak effectively.
60. Know the steps for organizing a presentation.
61. Know the techniques for presenting a talk.
62. Apply the elements of effective speaking.

63. Know Maslow's hierarchy of needs.
64. Know the elements of an attitude.
65. Know how goals influence actions.
66. Know the ways that attitudes affect actions.
67. Know common defense mechanisms.
68. Know the key elements of a positive attitude.
69. Know the priority of task completion and people.
70. Know the qualities of perseverance in a leader.
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75. Know the impact of character on behavior.
76. Know the eight basic elements of personality types described in the Myers-Briggs Type Indicator® (MBTI®).
77. Know the ways in which personality influences actions.
78. Know the strengths and weaknesses of different personality types and styles.
79. Know the consequences of taking or avoiding responsibility.
80. Know the common ways in which people use defense mechanisms to avoid responsibility.
81. Know the consequences of actions and decisions.

Leadership Education: Unlocking Your Potential:

1. Define potential.
2. Differentiate between the "I can't" attitude and the "I haven't learned yet" attitude.
3. Discuss the statement: "It is not what I have, it's what I do with what I have that determines my performance."
4. Identify areas of their lives where they believe they are allowing "being good" to get in the way of "being great."
5. Define conditioning.
6. Define motivation.
7. Identify habits that may be keeping them from trying something new or attaining success in certain areas of their lives.
8. Explain the "Potential V" diagram.
9. Describe the thought process (how minds store information); how it affects our behavior.
10. Define attitude.
11. Identify habits that may be keeping them from trying something new or attaining success in certain areas of their lives.
12. Explain how attitudes are formed.
13. Discuss the statement: Words are tools that predict and perpetuate performance.
14. Define self-image.
15. Explain how self-talk and self-image affect performance.
16. List three steps for successful change.
17. Define affirmative reminders.
18. List the conditions for writing effective affirmative reminders.

19. Discuss the statement: All meaningful and lasting change starts on the inside with self-image and works its way out.
20. Explain what Imagination x Vividness = Reality in the Subconscious means and how it relates to performance.
21. Use affirmative reminders to rehearse the desired outcome of a goal or event.
22. Discuss the statement: You move toward and become like the image of your world that you hold uppermost in your mind.
23. Explain the “Flick back, Flick up” technique (Visual Motor Behavior Rehearsal).
24. Discuss the statement: I will not be remembered by how few mistakes I make, but by how many successes I have.
25. Define self-esteem – what it is and what it isn’t.
26. Explain what happens in a low self-esteem environment.
27. List seven steps for building sound self-esteem.
28. Discuss the question: Can you have too much self-esteem?
29. Define success.
30. Explain the difference between values and goals.
31. Identify their five uppermost values in life.
32. Make a list of personal goals.
33. List seven principles for successful goal-setting.
34. Develop and use a plan of action.
35. Discuss the statement: Seldom do we exceed our expectations. Even if the opportunity arises, we generally fail to capitalize on it.
36. Define and give examples of three types of motivation.
37. Explain why it is important to catch people in the act of doing things right.
38. Discuss the statement: Treat people as they are and they will remain that way.
39. Explain why attitude is the key to employment success.
40. List three ways to develop and maintain good employee attitudes.
41. Complete an employment application.
42. Discuss the statement: We hire attitudes. We train for skills.
43. List what percentage of our communication is verbal, nonverbal, and extra-verbal.
44. Define understanding.
45. Demonstrate two techniques for improving communication skills.

Wellness and Physical Fitness:

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 improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520)**. Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!** 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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the **“Fines/Holds”** list until the uniforms are paid for/returned to KY-951.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test; along with standard cadet knowledge questions (i.e. Chain-of-Command, cadet guide questions). These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade):

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 during drill and physical fitness days. **Class preparation includes cadet adherence to proper grooming standards daily** as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly/daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required, as well as, repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

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 is present. Assignments not turned in on the due date because of an unexcused absence (to include suspensions) will receive a **“0”** (zero) grade for that assignment. For multiple days of absence, the **“Plus-1 policy will be used”** if a cadet is absent two days, they receive three school days to catch-up on missed work.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each year. Cadets of KY-951 are expected to participate and complete 25-hours of community service.

CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS: Throughout the year, cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These trips may include Fort Campbell, LRCs, Museums, ROTC programs, etc. Cadets must be in good academic/disciplinary standing and an **“Active Participant”** to participate.

CLASS BEHAVIOR: The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires its members to adhere to **“Higher Standards”** than most of 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, fighting, disparaging remarks, insubordination, disrespect, verbal threats (to include spreading rumors) and physical attacks. **Also, any cadet that receives a school suspension (of any kind) for any reason will receive a “0” for all work missed. A cadet’s journey through JROTC is to become a better citizen for America, accountability for actions is vital for growth and development into a leader.**

CELL PHONES: Cell phone policy is in accordance with Christian County High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Christian County High’s front office. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Flight NCO – Group/First Sergeant – Group Command Chief – Group Exec – Group Vice – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT NCO WITH YOU.**
2. Always use the titles Sir/Ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, events, practices, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc.).
5. Wear the correct uniform on the appropriate day.
 - a. Remember wearing your **"Blues"** is the same as 300,000 + Active Duty Air Force personnel around the world. Treat this day as wearing your **"Sunday's Best."** **Cadets must bathe/shower on uniform day, no exceptions.**
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully/attentively to 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/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 it up.
14. No eating, drinking, and **ABSOLUTELY NO CHEWING GUM** in the classroom. (Only sealable water bottles).
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, School, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **"1-minute bell"** before each class, students will stand behind (or beside) their desk at the position of **"parade rest."** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:



If no cadet is absent, the Flight Sergeant will report "Sir, Flight A/B/C all present and/or accounted for and ready for instruction."



If there are cadets absent, the Flight Sergeant will report "Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction."

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command **“seats”** the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement **“Cadet (last name) request permission to join the flight.”** The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be **“relaxed”** to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to **“Over-Speak”** (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

MATERIALS FOR CLASS: All AFJROTC students must report to class expecting to participate in a learning environment, that means that every day a cadet must possess a pen, pencil, notebook (provided by SASI). The JROTC notebook is used to retain important course material, prepare for tests, and record important KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. **Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.**








CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to ***“Prepare for dismissal.”*** At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: ***“Flight ATTENTION”*** cadets will come to the ***“Position of Attention.”*** The Flight Sergeant will then command ***“Dismissed.”*** Cadets will respond with a loud shout of ***“AIR POWER”*** or their ***“Flight Roar”*** and then depart the classroom insuring the desks are straight and in an orderly manner. ***Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.***

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✧ Always call the room to attention when the following individuals enter the room:
 - ✧ SASI
 - ✧ Assistant Principal
 - ✧ Principal
 - ✧ Superintendent
 - ✧ Distinguished Visitor
 - ✧ Cadets will remain at attention until given the command:
 - ✧ ***“As you were”*** or ***“Carry on”***

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✧ During the class period:
 - ✧ No one will leave the classroom without instructor’s permission
 - ✧ Cadets must have a corridor pass, latrine pass, nurse’s pass or other appropriate documentation to be outside the classroom
- ✧ Let the instructor know if you are ill
- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom

-  No gum/food/drinks are allowed in the classroom
-  Water is authorized in a sealable water container
-  Be attentive when someone else is speaking
-  Do not leave your desk or change seats during class
-  Turn in all homework and project assignments on time
-  If you are having problems staying awake, move to the rear of the classroom
-  **CADETS** will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

AIR FORCE JUNIOR ROTC (KY-951)

COURSE SYLLABUS AFJROTC - III

COURSE NAME: AFJROTC - III

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Physical Education or One Elective for entire Academic year.

PREREQUISITES: Successful completion of AFJROTC-1 and must be a cadet in “Good Standing.” Any students registering for this course with a 2.0 GPA or lower. Any students with discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR NAME: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS:

- Aerospace Science 300: Space: The High Frontier
- Leadership Education 300: Life Skills and Career Opportunities
- AF Instruction 36-2903, Dress and Personal Experience
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- Student Workbooks
- Selected Video Tapes
- Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC III is a secondary step (Blended) in cadet development. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). **Leadership Education 300: Life Skills and Career Opportunities (Chapters 1 – 8)** provides an essential component of leadership education for today’s high school students. This course it 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. The Holland Interest Inventory and other self-assessments will help them to reveal their attitudes, aptitudes, and personal skills. This self-understanding will allow them to explore career paths and understand requirements that they will need to be successful at work and in life. To help students increase their potential for success through education, they will learn how to select a school that is right for them; how to apply for admission to a vocational or technical school, community college, or college/university; and how to succeed in these learning environments. Information is provided on how to conduct the job search for students who wish to enter the workforce right after high school or after additional education and training. They will learn how to prepare a winning résumé, and how to develop effective interviewing skills. Students will become more skilled at using the Internet for career research and learn how to network safely using social media. The text also

provides information on working for the federal government to include careers in the military, aerospace industry, and public service. Finally, students will consider the most important elements of life skills for all Americans: civic responsibilities, such as volunteering, registering to vote, jury duty, and draft registration. **Aerospace Science - 300: Exploring Space: The High Frontier (Units 1 – 4)** 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, and commercial uses of space. **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

AS-300 Exploring Space: The High Frontier:

1. Know the history of astronomy and the specific characteristics of the Earth, Moon, solar system, and the planets.
2. Comprehend the big picture of space exploration, including the history of spaceflight, organizations doing work in space, and the overall space environment.
3. Comprehend the importance of entering space, characteristics of manned and unmanned spaceflight, and how humans are affected during spaceflight.
4. Comprehend the key concepts for getting from the surface of the Earth into Earth orbit and to other planets and back again.
5. Comprehend how spacecraft, rockets, and launch vehicles are designed and built.
6. Comprehend the latest advances in space technology.
7. Know about the celestial sphere.
8. Know about the Greek Earth-centered model.
9. Know about Ptolemy's model.
10. Know about Copernicus and the Sun-centered model.
11. Know Kepler's Laws of Planetary Motion.
12. Know about Galileo and the telescope.

13. Comprehend Newton's Laws of motion and gravity.
14. Know about Einstein and relativity.
15. Know about the Earth's interior.
16. Know about Earth's atmosphere.
17. Know about the Earth's Magnetic Field.
18. Know the Moon's size and distance from the Earth.
19. Comprehend the relationships between the Moon and the Earth.
20. Know about the Moon's origin and surface.
21. Know about the Sun's energy, core, atmosphere, and sunspots.
22. Comprehend the Solar System's structure.
23. Know about Mercury, Venus, Mars, Jupiter, Saturn, Uranus, Neptune, & Pluto.
24. Know about the Asteroids & Comets.
25. Comprehend the Oort Cloud and Kuiper Belt.
26. Comprehend the Milky Way Galaxy and the Sun's place in it.
27. Comprehend the four components of the Galaxy.
28. Comprehend other planetary systems.
29. Comprehend black holes.
30. Comprehend the center of the Milky Way Galaxy.
31. Comprehend the other galaxies and their classifications.
32. Comprehend the five types of space objects.
33. Comprehend the electromagnetic spectrum.
34. Comprehend the Big Bang Theory.
35. Comprehend the historical benefits of exploration.
36. Comprehend the US strategic plan to explore space.
37. Comprehend the current costs of exploring space.
38. Comprehend the practical benefits of space exploration.
39. Know how NASA plans and implements space missions.
40. Comprehend the essential components of a space mission.
41. Comprehend the selection and training of astronauts.
42. Know the threat caused by high levels of radiation.
43. Comprehend the hazard of impact damage to spacecraft.
44. Comprehend the threats associated with surface landings.
45. Comprehend fire hazards in space.
46. Comprehend how microgravity of space travel affects the human body.
47. Comprehend the threat of radiation to astronauts traveling in space.
48. Comprehend the study of space biomedicine.
49. Comprehend the history & accomplishments of Projects Mercury, Gemini, Apollo.
50. Comprehend the history & accomplishments of the Russian Vostok project.
51. Comprehend the history & accomplishments of the Russian Voskhod project.
52. Comprehend the history & accomplishments of the Russian Soyuz project.
53. Comprehend the history & accomplishments of the Chinese Space program.
54. Comprehend the history & accomplishments of the Indian Space program.
55. Comprehend the history & accomplishments of the European Space program.
56. Comprehend the history & accomplishments of the Japanese Space program.
57. Comprehend why the space shuttle was developed.
58. Comprehend the space shuttle's main features.
59. Comprehend the shuttle's legacy.
60. Comprehend the *Challenger* and *Columbia* accidents.
61. Comprehend the Salyut, Skylab, Mir, and International Space Station.

62. Comprehend the planned return trip to the Moon.
63. Comprehend the plans for a Moon outpost.
64. Comprehend the plans for a manned mission to Mars.
65. Comprehend the spacecraft that have studied the Sun.
66. Comprehend the unmanned exploration of the Moon, Venus, and Mars.
67. Comprehend how the Hubble Space Telescope aids the exploration of space.
68. Comprehend scientific discoveries among the outer planets.
69. Comprehend the scientific investigation of comets and asteroids.
70. Comprehend how orbits work.
71. Comprehend the different types of orbits used for different purposes.
72. Comprehend trajectories in space travel.
73. Comprehend maneuvering in space.
74. Comprehend navigation data.
75. Comprehend the history and principles of rocket science.
76. Comprehend the different types of rockets.
77. Comprehend the propulsion and flight of rockets.
78. Comprehend the evolution of rocket technology.
79. Comprehend the types of launch vehicles.
80. Comprehend the factors and features of a rocket launch.
81. Comprehend the purpose of using robots in space.
82. Comprehend the history of robots in space.
83. Comprehend the current robotic missions in space.
84. Comprehend the history of the Mars Rover Expedition. 85. Comprehend the results of the Mars Rover Expedition.
86. Comprehend the goals for future rover expeditions.
87. Comprehend commercial satellites and launches.
88. Comprehend the possibility of space tourism.
89. Comprehend the potential of mining asteroids and moons.
90. Comprehend how people use satellites every day.
91. Comprehend the uses of global positioning system.
92. Comprehend how NASA shares its inventions with the private sector.

Leadership Education 300: Life Skills and Career Opportunities:

1. Analyze the elements of successful financial management skills.
2. Create a plan to safeguard personal resources.
3. Analyze the different ways of pursuing a career path.
4. Analyze the requirements for applying to a college or university.
5. Analyze the positive and negative impact of college life in meeting career goals.
6. Evaluate the essential process for successfully pursuing desired career or job.
7. Evaluate the benefits of working for the federal government.
8. Create a plan for successful career development.
9. Describe the components of a personal financial plan
10. Identify the steps for creating and developing a personal financial plan
11. Explain the elements of a budget
12. Describe the types of services provided by the bank
13. Compare and understand services when choosing a bank 14. Demonstrate how to conduct bank transactions
15. Analyze steps for safe electronic banking.
16. Explain types of shopping issues in daily life
17. Summarize renting or leasing an apartment

18. Generate a plan for buying or leasing a car
19. Describe what is credit and important credit terms
20. Explain the positive and negative aspects of using credit
21. Examine sources of credit
22. Calculate how credit works
23. Describe how to use credit responsibly
24. Differentiate between credit and credit card options
25. Examine how to avoid credit card fraud
26. Analyze the consequences of deficit spending
27. Recall what insurance is and why it is necessary
28. Analyze major types of insurance available to you
29. Create a plan to protect your personal and financial information
30. Recall the importance of selecting and charting a career path
31. Compare having a career versus getting a job
32. Analyze a process to plan for career options
33. Evaluate factors to consider when planning a career path and career planning information sources
34. Utilize personal inventories to understand yourself and career direction
35. Identify your aptitudes and interests
36. Identify your preferred learning styles
37. Analyze personal preferences associated with various work environments and fields of interest
38. Evaluate career paths that link to your personal aptitudes
39. Recall the advantages of a technically-oriented career path
40. Explain the types of job classifications associated with technically-oriented career paths
41. Analyze the earning potential of various technically-oriented career paths
42. Analyze different ways of pursuing a technically-oriented career path
43. Recall the advantages of pursuing post-secondary degrees
44. Explain the types of careers associated with educational tracks
45. Investigate the earning potential of various education-oriented career path
46. Analyze different ways of pursuing an education-oriented career path
47. Identify the financial costs of college
48. Describe sources for college funding
49. Create a plan to finance a college education
50. Describe the process for choosing a college
51. Summarize the criteria for selecting a college
52. Compare alternative programs for earning college credit
53. Evaluate the college application process
54. Identify colleges that will best meet your needs
55. Describe college entrance examinations
56. Compare college placement exams
57. Identify methods for conquering test anxiety
58. Evaluate strategies for test-taking
59. Outline procedures for taking standardized tests
60. Explore the personal side of the college application process
61. Examine how to write a college application essay
62. Describe how to have a successful interview
63. Summarize the importance of campus visits
64. Discuss aspects of campus life

65. Summarize what is expected of you as a student
66. Organize recommendations on how to make healthy lifestyle choices
67. Evaluate the importance of personal accountability
68. Identify majors that match your personal interests
69. Understand basic areas of college study
70. Evaluate careers associated with possible majors
71. Create a six-step process for selecting a college major
72. Create a plan for managing your college schedule
73. Recall the importance of time management
74. Describe procrastination and identify methods to beat it
75. Evaluate methods to manage your college schedule
76. Describe potential jobs that meet personal preferences
77. Organize ideas for selling your skills to an employer
78. Evaluate multiple sources for finding job openings
79. Describe the purpose of a résumé
80. Classify the different types of résumés
81. Identify tips for writing a great résumé
82. Create a personal résumé and cover letter specific to a job opening
83. Create a portfolio to be used during a job search
84. Describe the interview process
85. Explain the do's and don'ts of interviews
86. Identify different types of interviews
87. Outline basic interview questions
88. Evaluate how employers evaluate interviewees
89. Describe the branches of the US military
90. Analyze the reasons for choosing a military career
91. Analyze entering the military as an enlisted member
92. Compare the educational opportunities for enlisted military members by service
93. Describe serving the military as a warrant officer
94. Create a plan for entering the military as a member of the Officer Corps
95. Recall careers in aerospace
96. Describe major organizations in the aerospace sector
97. Compare educational requirements for aerospace careers
98. Analyze career options in the aerospace industry
99. Identify types of public service careers
100. Evaluate careers available in the public service sector
101. Analyze options for criminal justice careers
102. Analyze careers in fire science and technology
103. Recall careers in homeland security
104. Summarize the process of planning for professional development
105. Create a career portfolio
106. Identify organizational and personal values that contribute to success
107. Understand the communication process
108. Recall verbal and non-verbal communication
109. Describe barriers to effective communication
110. Evaluate communications within organizations
111. Demonstrate collaboration and teamwork
112. Analyze feedback in the workplace
113. Describe strategies for earning a promotion

114. Develop a career-path strategy
115. Recall the importance of civic responsibility
116. Explain the process to register to vote
117. Summarize the selection process for jury duty
118. Recommend ways to become involved in the community

Wellness and Physical Fitness:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create individualized training program based on national standards by age & gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520)**. Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the “**Fines/Holds**” list until the uniforms are paid for/returned to KY-951.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test; along with standard cadet knowledge questions (i.e. Chain-of-Command, cadet guide questions). These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade):

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 during drill and physical fitness days. **Class preparation includes cadet adherence to proper grooming standards daily** as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly/daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required, as well as, repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

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 is present. Assignments not turned in on the due date because of an unexcused absence (to include suspensions) will receive a “**0**” (zero) grade for that assignment. For multiple days of absence, the “Plus-1 policy will be used” if a cadet is absent two days, they receive three school days to catch-up on missed work.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each year. Cadets of KY-951 are expected to participate and complete 25-hours of community service.

CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS: Throughout the year, cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These trips may include Fort Campbell, LRCs, Museums, ROTC programs, etc. Cadets must be in good academic/disciplinary standing and an “Active Participant” to participate.

CLASS BEHAVIOR: The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires it members to adhere to

“Higher Standards” than most of 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, fighting, disparaging remarks, insubordination, disrespect, verbal threats (to include spreading rumors) and physical attacks. **Also, any cadet that receives a school suspension (of any kind) for any reason will receive a “0” for all work missed. A cadet’s journey through JROTC is to become a better citizen for America, accountability for actions is vital for growth and development into a leader.**


CELL PHONES: Cell phone policy is in accordance with Christian County High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Christian County High’s front office. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.

EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Flight NCO – Group/First Sergeant – Group Command Chief – Group Exec – Group Vice – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT NCO WITH YOU.**
2. Always use the titles Sir/Ma’am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don’t be late to class, events, practices, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc.).
5. Wear the correct uniform on the appropriate day.
 - a. Remember wearing your **“Blues”** is the same as 300,000 + Active Duty Air Force personnel around the world. Treat this day as wearing your **“Sunday’s Best.” Cadets must bathe/shower on uniform day, no exceptions.**
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully/attentively to 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/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 it up.
14. No eating, drinking, and **ABSOLUTELY NO CHEWING GUM** in the classroom. (Only sealable water bottles).
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, School, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **“1-minute bell”** before each class, students will stand behind (or beside) their desk at the position of **“parade rest.”** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:

 **If no cadet is absent**, the Flight Sergeant will report “Sir, Flight A/B/C all present and/or accounted for and ready for instruction.

 **If there are cadets absent**, the Flight Sergeant will report “Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction.

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command **“seats”** the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement **“Cadet (last name) request permission to join the flight.”** The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be **“relaxed”** to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being

attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to “Over-Speak” (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

MATERIALS FOR CLASS: All AFJROTC students must report to class expecting to participate in a learning environment, that means that every day a cadet must possess a pen, pencil, notebook (provided by SASI). The JROTC notebook is used to retain important course material, prepare for tests, and record important KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. **Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.**

CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to **“Prepare for dismissal.”** At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: **“Flight ATTENTION”** cadets will come to the **“Position of Attention.”** The Flight Sergeant will then command **“Dismissed.”** Cadets will respond with a loud shout of **“AIR POWER”** or their **“Flight Roar”** and then depart the classroom insuring the desks are straight and in an orderly manner. **Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.**

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✪ Always call the room to attention when the following individuals enter the room:
 - ✪ SASI
 - ✪ Assistant Principal
 - ✪ Principal
 - ✪ Superintendent
 - ✪ Distinguished Visitor
 - ✪ Cadets will remain at attention until given the command:
 - ✪ **“As you were”** or **“Carry on”**

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✧ During the class period:
 - ✧ No one will leave the classroom without instructor's permission
 - ✧ Cadets must have a corridor pass, latrine pass, nurse's pass or other appropriate documentation to be outside the classroom
- ✧ Let the instructor know if you are ill
- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom
- ✧ No gum/food/drinks is allowed in the classroom
- ✧ Water is authorized in a sealable water container
- ✧ Be attentive when someone else is speaking
- ✧ Do not leave your desk or change seats during class
- ✧ Turn in all homework and project assignments on time
- ✧ If you are having problems staying awake, move to the rear of the classroom
 - ✧ **CADETS** will know the term **"Head-up or Stand-up!!"**

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

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AIR FORCE JUNIOR ROTC (KY-951)

COURSE SYLLABUS AFJROTC - IV

COURSE NAME: AFJROTC - IV

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Physical Education or One Elective for entire Academic year.

PREREQUISITES: Successful completion of AFJROTC-1 and must be a cadet in “Good Standing.” Any students registering for this course with a 2.0 GPA or lower. Any student with discipline issues must have Senior Aerospace Science Instructor (SASI) approval before enrollment.

INSTRUCTOR NAME: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS:

- Aerospace Science 200: The Science of Flight: A Gateway to New Horizons
- AF Instruction 36-2903, Dress and Personal Experience
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- Student Workbooks
- Selected Video Tapes
- Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC IV is a secondary step (Blended) in cadet development. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). **Aerospace Science 200: The Science of Flight: A Gateway to new Horizons (Chapters 1 - 4).** The Science of Flight: A Gateway to New Horizons is an introductory course and customized textbook that focuses on how airplanes fly, how weather conditions affect flight, flight, flight and the human body, and flight navigation. The course is designed to complement materials taught in math, physics, and other science-related courses and is aligned with the National Science Education Standards, the Math Standards and Expectations, and ISTE National Educational Technology Standards for Students. In this course, every lesson includes a “Quick Write” and a short story related to the lesson; a lesson; a “Learn About” that tells students what they’ll learn from the lesson; a list of vocabulary words in the lesson; “Wing Tips” that highlight specific and interesting facts; and facts; and many biographies and profiles. Each lesson closes with “Checkpoints” that will allow students to review what they have learned. An “Applying Your Learning” section at the end of each lesson presents discussion questions that will give them a chance to chance to use what they have learned and provides another way to reinforce their understanding of the lesson’s content. **Leadership Education 100: Traditions, Wellness, and Foundations of Citizenship (Chapters 4 – 5)** This course finishes the textbook, Chapter 4: Making Safe, Drug-Free Decisions” focuses on staying mentally and physically fit by avoiding illegal drugs.

Understanding how medicines differ from drugs will help cadets see how substances can be used for good or harm. They will compare drug misuse with drug abuse and learn the effects and dangers of popular drugs. Cadets will study the history of tobacco, the harmful substances it contains, and its terrible costs to society. They will learn how to avoid tobacco use, and proven ways to quit the habit. Cadets will also study alcohol's effects, and why it can be harmful. They will consider why some teens drink alcohol, examining how what teens may say can be different from the truth about drinking. Finally, they'll learn refusal techniques to overcome peer pressure to drink and review the healthy alternatives to drinking alcohol. The chapter's final lesson considers how the environment relates to everyone's health. They will study different types of pollution, including air, water, land, and other forms. Cadets will examine aspects of the greenhouse effect and learn about methods of preventing and reducing pollution; including laws and community actions, as well as things everyone can do individually to make the environment healthier. Cadets will be introduced to civics and our national government, including a historical understanding of the American flag and other important national symbols. The final chapter will also cover how the US Constitution protects our rights and freedoms as American citizens. The **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued PT** gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

AS-200 Science of Flight: A Gateway to New Horizons:

1. Analyze the elements of flight.
2. Evaluate how atmospheric conditions affect flight.
3. Evaluate how flight affects the human body.
4. Analyze flight navigation and the purpose of aerial navigation aids.
5. Outline the principles of flight.
6. Determine the relationship between the four forces of flight and flight stability.
7. Relate the parts of the airplane to their function in flight.
8. Analyze aircraft motion and control.
9. Compare and contrast the types of airplane engines.
10. Identify the forces that drive the development of aerospace technology.
11. Analyze the atmosphere's makeup.
12. Analyze atmospheric components and their effect on weather.
13. Evaluate the role of weather on air flight.
14. Forecast stable and unstable conditions for air flight.
15. Assess the role of meteorology in aviation.
16. Relate the flight environment to the human body.
17. Analyze the purpose and function of personal protective equipment.
18. Analyze the four elements of navigation.
19. Assess the purpose and function of navigational aids.
20. Relate the role of dead reckoning to navigation.
21. Distinguish among the primary flight instruments.

22. Analyze the developments of navigational technology.

LE-500: Drill and Ceremonies:

1. Know the importance of drill and ceremonies.
2. State the importance of drill and ceremonies.
3. List the symbols that represent the leaders of the flight and squadron.
4. List all the basic military drill terms.
5. Know the 30-command sequence.
6. Know basic commands and characteristics of the command voice.
7. Identify the types of commands used during the basic military drill movements.
8. Identify the necessary qualities of the command voice.
9. Define cadence.
10. Perform basic drill positions and movements
11. Execute various movements & positions of basic drill when the command to do so
12. Perform parade movements of a flight.
13. Execute the various marching movements.
14. Execute proper military procedures for entire parade sequence.
15. Respond to proper military procedures for entire parade sequence.
16. Perform drill movements as a squadron.
17. Execute basic drill commands as a squadron.
18. Execute guidon bearer position.
19. Demonstrate a group and wing formation.
20. Perform group and wing formations when given the command to do so.
21. Know the importance of drill and ceremonies.
22. Know basic commands and characteristics of command voice.
23. Apply and execute the concepts and principles of basic drill positions and movements.
24. Know when and how to salute.
25. Demonstrate a group and wing formation.
26. Perform group and wing formations when given the command to do so.
27. Execute basic drill commands as a squadron.
28. Execute guidon bearer position.
29. Demonstrate a group or wing formation.
30. Know the purpose and definition of ceremonies and parades.
31. State the purpose of ceremonies and parades.
32. Identify the different types of ceremonies and parades.
33. Define reveille and retreat.
34. State when it is appropriate to raise and lower the flag.

Wellness and Physical Fitness:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create individualized training program based on national standards by age & gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
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UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520)**. Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!** 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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the “**Fines/Holds**” list until the uniforms are paid for/returned to KY-951.

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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 during drill and physical fitness days. **Class preparation includes cadet adherence to proper grooming standards daily** as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly/daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required, as well as, repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

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 is present. Assignments not turned in on the due date because of an unexcused absence (to include suspensions) will receive a **"O"** (zero) grade for that assignment. For multiple days of absence, the "Plus-1 policy will be used" if a cadet is absent two days, they receive three school days to catch-up on missed work.

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EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Flight NCO – Group/First Sergeant – Group Command Chief – Group Exec – Group Vice – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT NCO WITH YOU.**
2. Always use the titles Sir/Ma'am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don't be late to class, events, practices, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc.).
5. Wear the correct uniform on the appropriate day.
 - a. Remember wearing your **"Blues"** is the same as 300,000 + Active Duty Air Force personnel around the world. Treat this day as wearing your **"Sunday's Best."** **Cadets must bathe/shower on uniform day, no exceptions.**
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully/attentively to 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/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 it up.
14. No eating, drinking, and **ABSOLUTELY NO CHEWING GUM** in the classroom. (Only sealable water bottles).
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, School, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **"1-minute bell"** before each class, students will stand behind (or beside) their desk at the position of **"parade rest."** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:



If no cadet is absent, the Flight Sergeant will report "Sir, Flight A/B/C all present and/or accounted for and ready for instruction."



If there are cadets absent, the Flight Sergeant will report “Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction.

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command **“seats”** the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement **“Cadet (last name) request permission to join the flight.”** The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be **“relaxed”** to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to **“Over-Speak”** (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

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KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. ***Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.***

CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to ***“Prepare for dismissal.”*** At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: ***“Flight ATTENTION”*** cadets will come to the ***“Position of Attention.”*** The Flight Sergeant will then command ***“Dismissed.”*** Cadets will respond with a loud shout of ***“AIR POWER”*** or their ***“Flight Roar”*** and then depart the classroom insuring the desks are straight and in an orderly manner. ***Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.***

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✪ Always call the room to attention when the following individuals enter the room:
 - ✪ SASI
 - ✪ Assistant Principal
 - ✪ Principal
 - ✪ Superintendent
 - ✪ Distinguished Visitor
 - ✪ Cadets will remain at attention until given the command:
 - ✪ ***“As you were”*** or ***“Carry on”***

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✪ During the class period:
 - ✪ No one will leave the classroom without instructor’s permission
 - ✪ Cadets must have a corridor pass, latrine pass, nurse’s pass or other appropriate documentation to be outside the classroom
- ✪ Let the instructor know if you are ill

- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom
- ✧ No gum/food/drinks is allowed in the classroom
- ✧ Water is authorized in a sealable water container
- ✧ Be attentive when someone else is speaking
- ✧ Do not leave your desk or change seats during class
- ✧ Turn in all homework and project assignments on time
- ✧ If you are having problems staying awake, move to the rear of the classroom
- ✧ **CADETS** will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

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AIR FORCE JUNIOR ROTC (KY-951)

COURSE SYLLABUS AFJROTC - V

COURSE NAME: AFJROTC - VI: Management of the Cadet Corps

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Elective Credit for entire year (must complete both semesters).

PREREQUISITES: JROTC-1 and any other (minimum) JROTC courses consisting of AFJROTC 2/3/4. For students to be accepted into this course, cadets must have Senior Aerospace Science Instructor (SASI) approval and should have a leadership position within the unit.

INSTRUCTOR NAMES: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS:

- Aerospace 400: Management of the Cadet Corps
- Leadership Education 400: Principles of Management
- LE: Wellness Program (Unit Developed)
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
 - Student Workbooks
 - Selected Video Tapes
 - Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC 6 is the capstone course for the unit cadets. This course is designed for cadets in their third year (Block – “semester”) or higher of JROTC. The course consists of three components: Aerospace Science (40%), Leadership Education (40%), and Wellness/Physical Fitness (20%). The **Management of the Corps (AS-400)** portion of this course enables cadets to manage the entire corps during their third/fourth year in the Air Force Junior ROTC program. This hands-on experience affords cadets the opportunity to put theories of previous leadership courses into practice. Planning, organizing, coordinating, directing, controlling, and decision-making will be done by cadets. They will put into practice their communication, decision-making, personal interaction, managerial, and organizational skills. The **Principles of Management (LE400) (Units 1 - 4)** is the fourth textbook in the Leadership Education series. This course provides exposure to the fundamentals of management. The text 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 cadets have learned during their time in AFJROTC. We are confident this course, coupled with what cadets have already learned during their time in AFJROTC, will equip them with the qualities needed to serve in leadership positions within the corps. Throughout the text are many ethical dilemmas, case studies, and role play activities built into the lessons. These activities are based on real life experiences and will allow students the opportunity to practice what they learn by getting involved in discussions and expressing their opinions. The **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with

the goal of achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued PT** gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

Aerospace 400: Management of the Corps:

1. Apply theories and techniques learned in previous leadership courses.
2. Analyze how to develop leadership and management competency through participation.
3. Analyze strengthened organizational skills through active incorporation.
4. Evaluate how to develop confidence in ability by exercising decision-making skills.
5. Evaluate Air Force standards, discipline, and conduct.

Leadership Education IV: Principles of Management:

1. Know who managers are.
2. Know where managers work.
3. Know what management is
4. Know what manager do.
5. Know the history of management before the modern era.
6. Know the classical contributions to modern management.
7. Know the human resources approach to management.
8. Know the quantitative approach to management.
9. Know how social events shape management approaches.
10. Know management approaches today.
11. Know about management and the changing economy.
12. Know about the global marketplace.
13. Know about management and technology.
14. Know what society expects from organizations and managers.
15. Know how entrepreneurship impacts society.
16. Know about the workforce and labor.
17. Know about management and the changing economy.
18. Know about the global marketplace.
19. Know about management and technology.
20. Know what society expects from organizations and managers.
21. Know how entrepreneurship impacts society.
22. Know about the workforce and labor.
23. Know what planning is.
24. Know about planning in uncertain environments.
25. Know types of plans.
26. Know about management by objectives.
27. Know approaches to establishing goals.
28. Know about developing plans.
29. Know about contemporary issues in planning.
30. Know what defines a decision problem.
31. Know the rational model for decision making.
32. Know about modification of the rational model.

33. Know the contingency approach to decision making.
34. Know decision-making styles.
35. Know about making decisions in groups.
36. Know about culture and decision making.
37. Know the forces for change.
38. Know two views of the change process.
39. Know about employee resistance to change.
40. Know about changing the organization.
41. Know about change and stress.
42. Know how to stimulate innovation.
43. Know about handling personal stress.
44. Know about time management.
45. Know about time management and meeting
46. Know about explaining and predicting behavior.
47. Know about personality theories.
48. Know about perception.
49. Know how people learn.
50. Know about foundations of group behavior.
51. Know about the popularity of work teams.
52. Know the types of work teams.
53. Know the characteristics of high-performance teams.
54. Know about turning individuals into team players.
55. Know contemporary team issues.
56. Know the communication process.
57. Know about communications and information technology.
58. Know about listening and feedback skills.
59. Know about delegation skills.
60. Know about managing conflict.
61. Know about negotiating skills.
62. Know about writing evaluations.
63. Know about managers versus leaders.
64. Know the trait theories of leadership.
65. Know the behavioral theories of leadership.
66. Know the contingency theories of leadership.
67. Know the emerging approaches to leadership.
68. Know about leadership today.
69. Know about building trust: the essence of leadership.
70. Know the definition of coaching and mentoring.
71. Know about goal setting.
72. Know about giving feedback.
73. Know about developing protégés.

Wellness and Physical Fitness:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create individualized training programs based on national standards by age & gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520).** Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!** 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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the **“Fines/Holds”** list until the uniforms are paid for/returned to KY-951.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test; along with standard cadet knowledge questions (i.e. Chain-of-Command, cadet guide questions). These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade):

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- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom
- ✧ No gum/food/drinks are allowed in the classroom
- ✧ Water is authorized in a sealable water container
- ✧ Be attentive when someone else is speaking
- ✧ Do not leave your desk or change seats during class
- ✧ Turn in all homework and project assignments on time
- ✧ If you are having problems staying awake, move to the rear of the classroom
- ✧ **CADETS** will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

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AIR FORCE JUNIOR ROTC (KY-951)

COURSE SYLLABUS – Honors Senior Project

COURSE NAME: AFJROTC: AFJROTC Honors Senior Project

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

CREDIT HOURS: One Elective Credit for entire year (must complete both semesters).

PREREQUISITES: JROTC-1 and any other (minimum) JROTC courses consisting of AFJROTC 2/3/4. For students to be accepted into this course, cadets must have a minimum GPA in previous AFJROTC courses of 3.5. Cadets must have a minimum overall GPA of 3.25. Cadets must apply in writing and receive permission of the SASI. Cadets will provide documentation of completion of a minimum of twenty hours of community service outside of school hours for each year of previous AFJROTC activity.

INSTRUCTOR NAMES: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS:

- Aerospace 400: Management of the Cadet Corps
- Leadership Education 400: Principles of Management
- LE: Wellness Program (Unit Developed)
- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
 - Student Workbooks & Video Tapes
 - Cadet Guide & Cadet mentoring

COURSE DESCRIPTION: AFJROTC Honors is the capstone course for the unit cadets. Many top JROTC cadets are inhibited from taking senior level AFJROTC Management of Cadet Corps because they are unable to take it for honors credit. Class standing is an increasingly critical factor in competition for admission to U.S. military academies and select national level universities. It is also of prime importance for cadets competing for college ROTC scholarships. Our top students are confronted with this dilemma. On the one hand they have the choice of dropping Management of Cadet Corps in order to avoid lowering their GPA relative to their peer competitors who are taking Honors/AP courses. On the other hand, they can continue with the program that is improving their leadership, management, and organizational skills and preparing them for meeting their military and academic goals but as a standard course will cause them to drop behind their competitors in class standing. Either choice is harmful to the best students' dreams. If top cadets can earn Honors credit for a more demanding version of Management of Cadet Corps, they will be able to continue in the AFJROTC Program without being forced to lower their relative GPA's and class standings. The Honors option for AFJROTC Management of Cadet Corps may be offered to a select few cadets who meet firm prerequisites. Only cadets who are viewed as competitive for top university and U.S. military academy admission and/or ROTC scholarships should be accepted into this course. This course is designed for cadets in their third year or higher of JROTC. The **Wellness/Physical Fitness** portion will incorporate the Cadet Health and Wellness Program (CHWP). The CHWP is an exercise program focused upon individual base line improvements with the goal of

achieving a Presidential 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 I. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**) and the **issued** PT gear on **Fridays**.

COURSE OBJECTIVES AND GOALS:

Aerospace 510: AFJROTC: Honors Project

1. Assess your personal leadership style
2. Apply personal management skills as a member of a cadet organization
3. Solve problems using a form Problem Solving Process.
4. Develop a “Goals” action plan.
5. Develop time management plans.
6. Outline a developmental counseling plan.
7. Employ motivation strategies that inspire others to achieve goals.
8. Develop strategies to resolve conflicts in a diverse, multi-cultural setting.
9. Present a speech/briefing for a specific purpose.
10. Develop an Honors Research Project.

Wellness and Physical Fitness:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create individualized training programs based on national standards by age & gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

GRADING SCALE: As set by the Kentucky State Board of Education

<u>Grade</u>	<u>Percentage Required</u>
A	90 and above
B	80 - 89
C	70 - 79
D	60 - 69
F	59 and below

UNIFORM WEAR (Major Grade): Uniform wear is a large part of the Air Force JROTC program. ALL cadets are required to wear the appropriate uniform each **Wednesday, from the start of the school day until released from school (0750 – 1520)**. Make-up day for excused absences on uniform day is the following day (Thursday) or next day back to school (numerous days of sickness). Cadets must leave their residence in “Inspection-Ready condition.” At no point, will a cadet wear the uniform inappropriately (i.e. hair down, shirt untucked, jacket unzipped, etc.). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!** 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. Multiple failures to wear your uniform can lead to disenrollment from the course (Three-Strike letters). Cadets are required to wear their issued **Physical Fitness** gear on **Fridays** unless otherwise directed. Failure to turn in uniforms by the end of the course/year will result in a being placed on the **“Fines/Holds”** list until the uniforms are paid for/returned to KY-951.

EXAMS (Major Grade): Two types of major exams will be administered during the course: midterms and finals. Tests will be a comprehensive assessment of all material taught since the last test; along with standard cadet knowledge questions (i.e. Chain-of-Command, cadet guide questions). These tests will cover the concepts taught in all portions (AS, LE, Wellness) of the AFJROTC curriculum.

CLASS ATTENDANCE, PREPARATION AND PARTICIPATION (Daily Grade):

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 during drill and physical fitness days. **Class preparation includes cadet adherence to proper grooming standards daily** as outlined in Air Force Instruction and school dress code.

TESTS/QUIZZES (Daily Grade): Weekly/daily quizzes will be administered throughout the course. Tests/Quizzes will cover all material taught since the last quiz or test and to reinforce requirements that are required, as well as, repeat verification to meet Air Force JROTC requirements (i.e. cadet guide, Chain-of-Command, 30-count drill sequence, uniform requirements, etc.).

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 is present. Assignments not turned in on the due date because of an unexcused absence (to include suspensions) will receive a **“0”** (zero) grade for that

assignment. For multiple days of absence, the “Plus-1 policy will be used” if a cadet is absent two days, they receive three school days to catch-up on missed work.

COMMUNITY SERVICE: Cadets will have multiple opportunities to perform Air Force JROTC sponsored community service during each year. Cadets of KY-951 are expected to participate and complete 25-hours of community service.

CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS: Throughout the year, cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum. These trips may include Fort Campbell, LRCs, Museums, ROTC programs, etc. Cadets must be in good academic/disciplinary standing and an “Active Participant” to participate.

CLASS BEHAVIOR: The nature of the AFJROTC mission, as well as its high visibility within the school and community, requires its members to adhere to “**Higher Standards**” than most of 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, fighting, disparaging remarks, insubordination, disrespect, verbal threats (to include spreading rumors) and physical attacks. **Also, any cadet that receives a school suspension (of any kind) for any reason will receive a “0” for all work missed. A cadet’s journey through JROTC is to become a better citizen for America, accountability for actions is vital for growth and development into a leader.**

CELL PHONES: Cell phone policy is in accordance with Christian County High district instructions. Cell phones must remain turned off and out of sight during the instructional day. Students, who use the telecommunications device during the school day, will have the device confiscated. Parents may pick up the confiscated device from Christian County High’s front office. Any student who refuses to turn over their cell phone will be considered insubordinate and will receive additional disciplinary consequences.


EXPECTATIONS FOR CADETS

1. Follow the chain of command (i.e. Flight NCO – Group/First Sergeant – Group Command Chief – Group Exec – Group Vice – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT NCO WITH YOU.**
2. Always use the titles Sir/Ma’am when addressing AFJROTC staff and senior ranking cadets.
3. Be on time. Don’t be late to class, events, etc. (15 minutes early is on time!!)
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc.).
5. Wear the correct uniform on the appropriate day.
Remember wearing your “**Blues**” is the same as 300,000 + Active Duty Air Force personnel around the world. Treat this day as wearing your “**Sunday’s Best.**” **Cadets must bathe/shower on uniform day, no exceptions.**
6. Place personal belongings under your desk – nothing in the aisle.
7. Raise your hand and wait to be acknowledged; do not talk without permission.
8. Listen respectfully/attentively to 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/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 it up.
14. No eating, drinking, and **ABSOLUTELY NO CHEWING GUM** in the classroom. (Only sealable water bottles).
15. Wearing hats or sunglasses indoors is prohibited.
16. Maintain loyalty to the Corps, School, and your values.
17. No horseplay in the AFJROTC areas.
18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **“1-minute bell”** before each class, students will stand behind (or beside) their desk at the position of **“parade rest.”** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:

 **If no cadet is absent**, the Flight Sergeant will report “Sir, Flight A/B/C all present and/or accounted for and ready for instruction.

 **If there are cadets absent**, the Flight Sergeant will report “Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction.

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command “seats” the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement “**Cadet (last name) request permission to join the flight.**” The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be “**relaxed**” to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to “Over-Speak” (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

MATERIALS FOR CLASS: All AFJROTC students must report to class expecting to participate in a learning environment, that means that every day a cadet must possess a pen, pencil, notebook (provided by SASI). The JROTC notebook is used to retain important course material, prepare for tests, and record important KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. **Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.**

CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to “**Prepare for dismissal.**” At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: “**Flight ATTENTION**” cadets will come to the “**Position of Attention.**” The Flight Sergeant will then command “**Dismissed.**” Cadets will respond with a loud shout of “**AIR POWER**” or their “**Flight Roar**” and then depart the classroom insuring the desks are straight and in an orderly manner. **Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.**

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✧ Always call the room to attention when the following individuals enter the room:
 - ✧ SASI
 - ✧ Assistant Principal
 - ✧ Principal
 - ✧ Superintendent
 - ✧ Distinguished Visitor
 - ✧ Cadets will remain at attention until given the command:
 - ✧ ***“As you were” or “Carry on”***

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✧ During the class period:
 - ✧ No one will leave the classroom without instructor’s permission
 - ✧ Cadets must have a corridor pass, latrine pass, nurse’s pass or other appropriate documentation to be outside the classroom
- ✧ Let the instructor know if you are ill
- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom
- ✧ No gum/food/drinks are allowed in the classroom
- ✧ Water is authorized in a sealable water container
- ✧ Be attentive when someone else is speaking
- ✧ Do not leave your desk or change seats during class
- ✧ Turn in all homework and project assignments on time
- ✧ If you are having problems staying awake, move to the rear of the classroom
 - ✧ ***CADETS*** will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!

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AIR FORCE JUNIOR ROTC (KY-951)

COURSE SYLLABUS – Drill Class

COURSE NAME: AFJROTC – Drill Class

The Mission of Air Force JROTC is to develop citizens of character dedicated to serving their nation and community.

PREREQUISITES: JROTC-1, also students must be “**Dual-enrolled**” for this class. In the CCSD school system; this requires cadets to take two courses for the entire year. For students to be accepted into this course, it must have Senior Aerospace Science Instructor (SASI) approval.

CREDIT HOURS: 1 Elective Credit for the entire year (must complete both semesters).

Please note: Taking this course will give you credit towards graduation but will not give you credit towards your AFJROTC certificate of training or completion.

INSTRUCTOR NAMES: Major Marlow & Chief DeSpain

REQUIRED TEXT AND MATERIALS:

- AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627
- Army Field Manual 3-21.5
- Inter-service Cross-Index Drill Manual
 - Student Workbooks
 - Selected Video Tapes

COURSE DESCRIPTION: AFJROTC Drill is a course for cadets to have time to master the art of “Drill and Ceremonies” of the AFJROTC program. This course is designed for cadets that are faithful to doing drill on a daily basis and members of the KY-951 Drill Team. The course provides an in-depth introduction to drill and ceremonies. The course concentrates on the elements of military drill, and describes individual and group precision movements, procedures for saluting, drill, ceremonies, reviews, parades, and development of the 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. Instructors are provided AFM 36-2203 to teach the Drill and Ceremonies course. In addition, instructors will implement the Inter-Service Cross-Index Drill Manual to supplement the teaching of Drill and Ceremonies. There is also a Drill and Ceremonies Instructional DVD available to aid drill instruction. Students **WILL** wear the Air Force JROTC uniform weekly (**Wednesday**).

COURSE OBJECTIVES AND GOALS:

LE-500: Drill & Ceremonies

1. Know the importance of drill and ceremonies.
2. State the importance of drill and ceremonies.
3. List the symbols that represent the leaders of the flight and squadron.
4. List all the basic military drill terms.
5. Know the 30-command sequence.
6. Know basic commands and characteristics of the command voice.
7. Identify the types of commands used during the basic military drill movements.
8. Identify the necessary qualities of the command voice.
9. Define cadence.
10. Perform basic drill positions and movements
11. Execute various movements & positions of basic drill when the command to do so
12. Perform parade movements of a flight.
13. Execute the various marching movements.
14. Execute proper military procedures for entire parade sequence.
15. Respond to proper military procedures for entire parade sequence.
16. Perform drill movements as a squadron.
17. Execute basic drill commands as a squadron.
18. Execute guidon bearer position.
19. Demonstrate a group and wing formation.
20. Perform group and wing formations when given the command to do so.
21. Know the importance of drill and ceremonies.
22. Know basic commands and characteristics of command voice.
23. Apply and execute the concepts and principles of basic drill positions and movements.
24. Know when and how to salute.
25. Demonstrate a group and wing formation.
26. Perform group and wing formations when given the command to do so.
27. Execute basic drill commands as a squadron.
28. Execute guidon bearer position.
29. Demonstrate a group or wing formation.
30. Know the purpose and definition of ceremonies and parades.
31. State the purpose of ceremonies and parades.
32. Identify the different types of ceremonies and parades.
33. Define reveille and retreat.
34. State when it is appropriate to raise and lower the flag.

Wellness and Physical Fitness:

1. Motivate AFJROTC cadets to lead active, healthy lifestyles beyond program requirements and into their adult lives.
2. Create individualized training program based on national standards by age & gender.
3. Identify areas of improvements for each cadet.
4. Incorporate a physical training program to reach goals.

UNIFORM DAY: WEDNESDAY and Special Events (Parades, Military Ball, etc.). Cadets are required to wear their Physical Training gear on FRIDAYS (part of their grade). **Cadets MUST shower/bathe on uniform days, NO EXCEPTIONS!!!**

GRADING PROCEDURES: Grades from the Aerospace Science portion of the course count 40% of the AFJROTC final grade and will be graded by the instructor. The Leadership Education portion of the grade counts 40% of the final grade and will be graded by the instructor. The wellness portion of the program counts for the remaining 20% of the final grade and will be graded by the SASI and/or ASI. Drill will be evaluated by the ASI & SASI. **HABITUAL (REPEATED) NON-WEAR OF THE UNIFORM AND FAILURE TO MAINTAIN STANDARDS WILL RESULT IN A FAILING GRADE AND DISMISSAL FROM THE PROGRAM.** Grades will be computed in accordance with standard district grading policy.

MAJOR GRADES	DAILY GRADES
Uniform Wear & Quizzes	Class Attendance & Preparation
Exams (Midterm & Final)	Participation (Drill/PT)
Parades, Special Events, Projects	Class work/Homework

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<u>Grade</u>	<u>Percentage Required</u>
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18. Maintain self-control and self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

CLASSROOM PROCEDURES: At the **"1-minute bell"** before each class, students will stand behind (or beside) their desk at the position of **"parade rest."** (To remind cadets, there is no talking while at the position of parade rest.) The Flight Sergeant will call cadets to attention and recite the KY-951 Cadet Creed. Upon completion of the Creed, the Flight Sergeant will take roll and read aloud the daily announcements. Upon completion of the announcements the Flight Sergeant will call the flight to attention. Approach the instructor, and will report to their classroom instructor with either of the **two** following statements:



If no cadet is absent, the Flight Sergeant will report "Sir, Flight A/B/C all present and/or accounted for and ready for instruction."



If there are cadets absent, the Flight Sergeant will report "Sir, cadet (last name for each person absent) are absent, all others present and/or accounted for and ready for instruction."

After the Flight Sergeant has reported to the instructor, the instructor will command the Flight Sergeant: **“Loud and Proud, put them in their SEATS!!”** Upon command of **“Seats”** the class will respond at the loudest possible voice **“Airpower!!!”** **Promptness is an objective of the program and cadets are expected to be behind their desks before the tardy bell rings. (Upon growth of the flight, if they take a “nickname” for their group, they may develop a “Flight Roar” for their response to “Seats”).**

****In the event the instructor is doing other duties required by the school; the Flight Sergeant will proceed with roll and morning announcements, and after a few minutes can have the cadets take a seat. When the instructor returns, the Flight Sergeant will resume his duties and call the room to attention and report to the instructor.**

*****In rare cases of emergency, the Flight Sergeant will ensure all members of the flight are standing at Parade Rest in the hallway until the instructor returns. AFJROTC cadets are expected to conduct themselves in a professional manner at all times during the school day.**

TARDY CADETS

If a cadet is tardy, they will wait at the door until after the Flight Sergeant has reported to their instructor. After the Flight Sergeant has reported, and the Instructor has given the command **“seats”** the tardy cadet will then **KNOCK ONCE**, wait until the door is open. Then the tardy cadet makes the following statement **“Cadet (last name) request permission to join the flight.”** The cadet that answered the door (usually the Flight Sergeant) will give permission to enter the classroom. An excuse slip will be immediately presented to the instructor, before cadet takes their seat and joins the flight. If the instructor is not present when the tardy cadet arrives, the cadet will report in to the Flight Sergeant who will in turn inform the instructor upon his return.

PROCEDURES DURING CLASS: During class time, an environment should be developed to assist with optimal learning. As with normal military classroom instruction, cadets should sit upright, attentive, and participate actively in classroom lectures and topics. Etiquette is still expected, but protocols can be **“relaxed”** to ensure maximum participation in daily instruction. Cadets should always be supportive and assist with cadets to exceed knowledge in all content areas. Being attentive when someone is speaking and allowing them to finish their comments foster growth in the classroom and develop respect for one another. A cadet will never try to **“Over-Speak”** (talking louder than the cadet who was initially speaking). Cadets should always raise their hand and provide valid information to improve the learning process. Every effort should be exhausted to not get the discussion off track, thus eliminating the process for education growth.

MATERIALS FOR CLASS: All AFJROTC students must report to class expecting to participate in a learning environment, that means that every day a cadet must possess a pen, pencil, notebook (provided by SASI). The JROTC notebook is used to retain important course material, prepare for tests, and record important KY-951 information. This will help cadets improve organization skills, have unit information at their fingertips, and provides one location for when preparing for weekly and semester examinations.

LEARN TO THINK BEFORE SPEAKING: Try to do things yourself rather than asking questions that are not necessary. Try to rely on your own abilities first, instead of automatically asking the instructor for the answer. ***Again, reminding all current and future cadets, they will find many of their answers within this Cadet Guide.***

CLASSROOM DISMISSAL: Approximately three minutes prior to the end of class, the Flight Sergeant will request permission from the classroom instructor to take control of the class. When permission has been granted, the Flight Sgt. will instruct their flight to ***“Prepare for dismissal.”*** At this time, cadets should start putting their personal belonging away (pen, pencil, paper, etc.). At the sound of the bell, the Flight Sgt. will give the following command: ***“Flight ATTENTION”*** cadets will come to the ***“Position of Attention.”*** The Flight Sergeant will then command ***“Dismissed.”*** Cadets will respond with a loud shout of ***“AIR POWER”*** or their ***“Flight Roar”*** and then depart the classroom insuring the desks are straight and in an orderly manner. ***Flight Sergeants will depart the classroom last making final check of the classroom prior to leaving.***

GENERAL INFORMATION: There are general rules that all cadets are expected to follow while in the AFJROTC classroom.

- ✧ Always call the room to attention when the following individuals enter the room:
 - ✧ SASI
 - ✧ Assistant Principal
 - ✧ Principal
 - ✧ Superintendent
 - ✧ Distinguished Visitor
 - ✧ Cadets will remain at attention until given the command:
 - ✧ ***“As you were”*** or ***“Carry on”***

Exception to this rule is when an officer or school official of equal or higher rank is already present or instruction has already started by the instructor.

- ✧ During the class period:
 - ✧ No one will leave the classroom without instructor’s permission
 - ✧ Cadets must have a corridor pass, latrine pass, nurse’s pass or other appropriate documentation to be outside the classroom
- ✧ Let the instructor know if you are ill
- ✧ Cadets visiting the nurse must have an excuse from the instructor prior to leaving the classroom. Cadets will be escorted if illness is severe, for safety purposes. A hall pass will be required.
- ✧ Do not sit or place feet on chairs, desks, or tables for any reason
- ✧ No hats will be worn in the classroom



No gum/food/drinks are allowed in the classroom



Water is authorized in a sealable water container



Be attentive when someone else is speaking



Do not leave your desk or change seats during class



Turn in all homework and project assignments on time



If you are having problems staying awake, move to the rear of the classroom



CADETS will know the term ***“Head-up or Stand-up!!”***

SLEEPING IN CLASS WILL NOT BE TOLERATED!!!