



Air Force ROTC Detachment 190

CADET HANDBOOK

FORTUNA FAVET FORTIBUS



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Detachment History

The Morrill Land Grant Act of 1862 provided states with federal funding and land to establish institutions of higher learning, with a requirement that the resultant university provide instruction in agriculture, mechanical arts, and military tactics. In 1867 the University of Illinois was established because of this act. The University officially opened in 1868, and the University's Military Department was established the same year.

The University of Illinois has since produced thousands of officers to serve in the ranks of our nation's military. Additionally, and of special note, one of the most prominent dates in Detachment 190's history occurred on 11 February 1911 when President Taft presided as the reviewing officer at a Military Department ceremony.

During the early 1920's, the Army-Air Corps selected the University of Illinois as one of the initial locations to establish a separate Air-focused ROTC detachment, due in large part to its strong College of Engineering. In 1949, following the establishment of the US Air Force as a separate military service, Air Force ROTC Detachment 190 was established.

Since then, General John J. Pershing has called the University of Illinois "The West Point of the West," and to this day Detachment 190, and all ROTC units on campus, continue our tradition of excellence, producing some of the finest officers in the nation.

Det 190's mission is to "Provide Detachment 190 cadets with a world-class pre-commissioning experience, combining superb mentoring, education, and training for the Air Force profession of arms."

Our Present

Currently, Detachment 190 has cadets from all across the country. Our cadets are diverse, studying engineering, business, nursing, foreign languages, and liberal arts; while our graduates move on to become pilots, weather officers, developmental engineers, intelligence analysts, acquisitions specialists, and many other thrilling careers. Specializing in leadership and mentorship, Detachment 190 boasts some of the brightest minds on campus and will for years to come.

Detachment Leadership

LIEUTENANT COLONEL JOSEPH W. TIMBERLAKE

Detachment 190 Commander (Det/CC)

The senior Officer assigned to the Detachment. He or she holds the academic rank of professor, serves as the unit commander, and is responsible for the management and leadership of Detachment 190.

MAJOR DEVIN W. BERGMAN

Operations Flight Commander (COC- Commandant of Cadets)

The Officer responsible for the training within the corps, especially during Leadership Laboratory (LLAB). This involves the training and counseling of Cadets who hold positions within the Cadet corps, who are in turn responsible for carrying out the training for the Cadet corps.

CAPTAIN MATTHEW WOODY

Education Flight Commander/Recruiting Flight Commander

Trains, motivates and counsels highly qualified young men and women as prospective Air Force Officers. Captain Woody is also the Officer responsible for managing programs that identify and recruit prospective Cadets into the AFROTC program.

TECHNICAL SERGEANT BRANDON J. FOXX

Non-Commissioned Officer Personnel (NCOIC)

Responsible for managing all Cadet personnel actions and pre-commissioning records. Nothing at Detachment 190 could be accomplished without their timeless efforts; interactions will be executed with the utmost respect for their contributions and time in service.

TECHNICAL SERGEANT JAMES HARRIS

Non-Commissioned Officer Admin (NCO-A)

Responsible for managing all Cadet personnel actions and pre-commissioning records. Nothing at Detachment 190 could be accomplished without their timeless efforts; interactions will be executed with the utmost respect for their contributions and time in service.

MS. PIYADA V. HILL

Administrative Clerk

Provides administrative support and assists the Cadet corps as necessary.

Cadet Classification

In Air Force ROTC each year that you are in school regards a different cadet classification that you are given within ROTC. If you are in your first two years of college or your first two years of the program you are referred to as a GMC, General Military Course. This means you have not been selected for an Enrollment Allocation slot to go to Field Training. Field Training is roughly a two-week training that occurs usually at Maxwell AFB in the summer between your second and third in the program. In order to be selected to go to Field Training you must receive an Enrollment Allocation, these are announced during a cadet's spring semester of the same year they intend to attend Field Training. After a cadet's successful completion of Field Training, you are in your last two years of college or your last two years, or more, of college and are referred to as POC, Professional Officer Course. In Detachment 190 the POC portion of cadets assist in running the wing and carry most of the leadership roles available and make up the cadet wing staff that assists in organizing and planning the detachment's weekly schedules and operation orders of the week. There are a smaller number of opportunities as a GMC cadet to have leadership roles and shadow roles that you can learn more about when you arrive at the detachment. A further breakdown of the cadet classifications can be found below.

AS100/150: You are considered an AS100 if you join your first semester of freshman year of college. An AS150 is then any cadet that joins in their second semester of their freshman year of college. AS100s will take AFAS 111 and AFAS 112 during your first year as well as AFAS 102, the general Leadership Laboratory that all cadets are enrolled in. If you are an AS150 you will take AFAS 112 during your first semester in the program and then in the fall you will need to not only take the sophomore level ROTC class but also AFAS 111.

AS200/250/500: AS200 cadets are cadets that either joined as an AS100 or AS150 and have continued into the program as a sophomore. AS250s are students who join during their first semester of their sophomore year. *It is important to note that joining your first semester of sophomore year is the last opportunity to join AFROTC.* As an AS200 you will take AFAS 221 and AFAS 222. If you are an AS250 you will have to double up your AFAS classes because you must take the AS100 level courses along with the regular AS200 level courses. An AS500 is any cadet who is completing their AS200 or AS250 year again in attempts to receive an Enrolled Allocation slot if they were unsuccessful the prior year. Again, regardless of if you are an AS200 or AS250 you will once again be enrolled in AFAS 102, Leadership Laboratory. During your second semester of sophomore year, you will also be in Field Training Preparation, or more commonly known as FTP. This semester you will be trained by POC cadets who were selected by both the cadet leadership and cadre leadership to train the sophomore cadets in preparing them for Field Training. During the second semester as well is when the POC Selection Process, or PSP, occurs and cadets compete on a national level to be chosen for Enrollment Allocations, or EAs.

AS300: If you have made it to be an AS300 this means that you were successfully picked up for an EA slot and have passed Field Training. You are now officially considered a POC and are given leadership roles within the wing. As an AS300 you will take AFAS 331 and AFAS 332 where your classes will become 3 credit hours each instead of 1 hour each and the subject

becomes more advanced in the leadership and management skills that officers should hold within the Air Force. During your AS300 year you will also be applying for your security clearance as well as applying for your desired AFSCs as you start to prepare for your time in active duty.

AS400/700/800: AS400 cadets are cadets who are on track to graduate in their final year of the program and do not need to take any additional semesters past the four-year track. AS400 cadets will be enrolled in AFAS 341 and AFAS 342 where cadets will learn even more in detail about more specific roles as officers and the social and political aspects you will face as an Air Force officer.

Chain of Command

Commander in Chief: The Honorable Joseph R. Biden Jr.

Secretary of Defense: The Honorable Lloyd J. Austin III

Secretary of the Air Force: The Honorable Frank Kendall III

Air Force Chief of Staff: General Charles Q. Brown Jr.

Chief of Space Operations: General John W. Raymond

AETC: Lieutenant General Marshall B. Webb

Air University Commander: Lieutenant General James B. Hecker

Holm Center Commander: Brigadier General Leslie A. Maher

Chief Master Sergeant of the Air Force: CMSAF JoAnne S. Bass

Chief Master Sergeant of the Space Force: CMSSF Roger A. Towberman

AFROTC Commander: Colonel Christopher L. Bennett

Commander, Northwest Region: Colonel Jason Patla

Det 190 PAS: Lieutenant Colonel Joseph W. Timberlake

OFC: Major Devin W. Bergman

Cadet Ranks

Title (Abbreviation)	Epaulet Rank Boards/Markers	Utility Uniform Rank Pins
Cadet Colonel (C/Col)		
Cadet Lieutenant Colonel (C/Lt Col)		
Cadet Major (C/Maj)		
Cadet Captain (C/Capt)		
Cadet First Lieutenant (C/1st Lt)		
Cadet Second Lieutenant (C/2d Lt)		
Cadet Third Class (C/3C)		
Cadet Fourth Class (C/4C)		

Figure 7.1. Cadet Ranks and Insignia

Air Force Ranks

O-1	O-2	O-3	O-4	O-5
				
Second Lieutenant (2d Lt)	First Lieutenant (1st Lt)	Captain (Capt)	Major (Maj)	Lieutenant Colonel (Lt Col)

O-6	O-7	O-8	O-9	O-10
				
Colonel (Col)	Brigadier General (Brig Gen)	Major General (Maj Gen)	Lieutenant General (Lt Gen)	General (Gen)

Figure 7.2. USAF Officer Pay Grades, Insignia, and Titles

E-1	E-2	E-3	E-4	E-5	E-6
<i>(no insignia)</i>					
Airman Basic (AB)	Airman (Amn)	Airman First Class (A1C)	Senior Airman (SrA)	Staff Sergeant (SSgt)	Technical Sergeant (TSgt)

E-7	E-8	E-9
		
Master Sergeant (MSgt)	Senior Master Sergeant (SMSgt)	Chief Master Sergeant (CMSgt)

E-9

Command Chief Master Sergeant (CCM)

E-9

Chief Master Sergeant of the Air Force (CMSAF)

Figure 7.3. USAF Enlisted Pay Grades, Rank Insignia, and Titles

AFROTC Curriculum

The AFROTC curriculum is the principal instrument by which AFROTC Cadets are educated, motivated, and trained for AF commissioned service. The curriculum consists of three primary areas: the AS courses, LLAB, and Physical Training (PT). In addition to the curriculum, Cadets must attend and satisfactorily complete Field Training (FT).

Air Force Aerospace Studies Courses

GMC

The GMC is a two-year course, consisting of AS 100 and AS 200, designed to motivate and prepare Cadets for entry into the POC. Each course is designed as a weekly, one academic hour course.

- **AS 100 (AFAS 111/112):** The AS 100 curriculum introduces Cadets to the AF Organization and its role in the national security organization.
- **AS 200 (AFAS 221/222):** The AS 200 curriculum introduces Cadets to the general aspects of air and space power through a historical perspective.

POC

The POC is a two-year course, consisting of AS 300 and AS 400, designed to prepare Cadets for active duty as AF Officers. Each course in the POC is designed as a weekly, three academic-hour course.

- **AS 300 (AFAS 331/332):** The AS 300 curriculum focuses on leadership, management fundamentals, professional knowledge and feedback, leadership ethics and the communication skills required of an AF officer.
- **AS 400 (AFAS 341/342):** The AS 400 curriculum focuses on the national security process, regional studies, advanced leadership ethics, and AF doctrine.

Leadership Laboratory (LLAB)

The purpose of the LLAB program is to augment the AFROTC academic curriculum by providing Cadets with dynamic activities, opportunities and feedback needed to develop the leadership, managerial, and supervisory skills required of successful AF Officers. It is a student planned, organized, and executed practicum conducted under the supervision of the Detachment Commander and Commandant of Cadets. LLAB provides a training environment in which each Cadet can develop and exercise the skills and techniques necessary for success as an Air Force officer. LLAB normally consists of a 2-hour session from 1700-1900 on Thursdays, and mandatory Physical Training from 0600-0720 on Mondays and Wednesdays. Activities that complement LLAB objectives take place throughout the semester.

Physical Training (PT)

The goal of the PT program is to enhance the physical fitness level of Cadets and motivate Cadets to pursue a physically fit lifestyle. Every cadet must attend the 2 sessions of physical activity each week. These sessions are organized by the PT team.

Fitness Assessment

Each semester Cadets are required to meet certain standards during Leadership Lab for the semester. One of these assessments is the FA (Fitness Assessment) which determines how physically ready the Cadet is for the standards. Each Cadet is required to perform a certain number of pushups, sit-ups, and a 1.5-mile run. Reference the PFA part of the Cadet guide for more information.

Open Ranks Inspection (ORI)

Another assessment for each Cadet per semester is the Open Ranks Inspection. During an ORI the flight commander in each flight will organize the Cadets into formation for an inspection from a member of wing staff. Each Cadet will individually be assessed on their uniform, grooming standards, and warrior knowledge.

Field Training (FT)

In order to become a member of the POC, a GMC Cadet must compete for and receive a slot to attend one of the AFROTC FT encampments

Acronyms to Know

- GMC - General Military Course
- POC - Professional Officer Course
- UOD - Uniform of the Day
- COB - Close of Business
- LLAB - Leadership Laboratory
- PT - Physical Training
- FTP - Field Training Preparation
- FT - Field Training
- ORI - Open Ranks Inspection
- FDE - Flight Drill Evaluation

Customs and Courtesies

Military Customs and Courtesies are essential mannerisms passed down as tradition. They provide structure and order, as well as honor and respect in the framework of AF heritage. They are essential to accomplishing the Air Force Mission and are in effect 24 hours a day, 7 days a week. Military profession is a calling and a WAY OF LIFE.

Saluting

In the U.S. Military, custom dictates that all enlisted personnel and Officers render a salute to higher-ranking Officers to show respect for their higher position and greater authority. In return, the higher-ranking individual returns the salute, acknowledging the respect proffered and also demonstrating respect for the individual who rendered the salute. Always remember as you gain rank, “a salute rendered is a salute returned.” Mutual respect goes both ways. In keeping with this tradition, Air Force Cadets must salute higher-ranking Cadet Officers and commissioned Officers of any service. There could be situations that are not covered here. Therefore, **if you are ever in doubt, salute.**

- The junior member should initiate the salute in time to allow the senior Officer to return it. To prescribe an exact distance for all circumstances is not practical, but good judgment indicates when exchanging salutes is appropriate.
- It is also appropriate to include a verbal greeting using the greeting of the day with the salute: “Good Morning, sir/ma’am” or “Good afternoon, sir/ma’am.”
- Any time a Cadet is outdoors, in uniform and wearing a cover, the Cadet must salute all uniformed higher-ranking Cadet Officers and all commissioned Officers, regardless of branch of service.
- If a higher-ranking Officer approaches a group of four or more Cadets, all Cadets salute immediately unless they are in formation of some kind. That formation leader comes to attention and salutes for the entire group.
- When walking with a higher-ranking Cadet or commissioned officer, lower ranking Cadets should walk on the left side of the higher-ranking officer. The higher ranking would render the salute for the group.
- Cadets should not render salutes to Non-Commissioned Officers but should treat them with respect and greet them cordially. If an NCO initiates a salute to a Cadet, it must be returned sharply.

Reporting

ALWAYS REPORT IN unless told otherwise when seeing an Officer in their office.

Reporting-in to a Commissioned Officer or Cadet Officer

Reporting-in to a commissioned Officer or Cadet Officer must be done in a professional military manner. The following are the steps that a Cadet should take when reporting in to an officer:

1. Knock once loudly before entering a room where there are commissioned Officers or Cadet Officers.
2. If permission to enter is granted, walk in the most direct manner squaring all corners (do not square corners on carpet), and position yourself, standing at attention, approximately two paces in front of and centered on the person being addressed.

3. If you have been directed to report, render a salute, and say, “Sir/Ma’am, Cadet (Last Name) reports as ordered.”
4. If you are reporting on your own, you will state appropriately:
 - a. “Sir/Ma’am, Cadet (Last Name) reports to ask a question.”
 - b. “Sir/Ma’am, Cadet (Last Name) reports to make a statement.”
5. The position of attention is maintained until the Officer otherwise advises the Cadet.
6. When business is concluded, stand up if seated and ask, “Will that be all, Sir/Ma’am?”
7. If seated, rise, stand before the officer, take one step back with your left foot, render a salute, and greet by name, i.e “Good morning (afternoon or evening) [rank] [name].”
8. When permission is granted, drop the salute, perform an appropriate facing movement, and depart in the most direct and professional manner.
9. If the Officer states, “That will be all” or “You are dismissed” before you ask, “Will that be all, sir/ma’am,” then do not ask, “Will that be all, sir/ma’am?”; just salute and render the appropriate exit greeting such as, “Good morning, [rank] [name].”

Addressing Officers

Commissioned Officers of all services are to be addressed as either “Sir/Ma’am” or by their rank and last name. Conversation should be formal (hence no “yeah”, “naw” or “uh huh”), and respect must be shown at all times. If you are sitting you will stand when addressed and to address an Officer. Cadet Officers are to be addressed in the same manner when both Cadets are in a military setting.

General Customs and Courtesies

- Use “sir” and “ma’am” in each sentence when speaking to a POC or Cadre member.
- Respect the Flag! When you see the flag being raised, lowered, or going past you, come to attention and render a salute when in uniform or place your right hand over your heart when in civilian attire.

Email Etiquette

Email Template

Good Morning/Afternoon/Evening [Receiver],

[Body text]

Very Respectfully,

//SIGNED//

[NAME], [Rank], AFROTC
[Position], 190 AFROTC CW

Example:

Good Morning Major Bergman,

This is an example of how cadets should format their emails when emailing Cadre, POC, and other cadets.

Very Respectfully,

//SIGNED//

KATHERINE L. MARKOVICH, C/Lt Col, AFROTC
Inspector General, 190 AFROTC CW

General Reminders:

- Ensure you are not responding ALL to detachment sent emails if you are responding to an email
- Check who is cc'd on the email as you may need to include them in your response
- Always email both of the NCOs when emailing one of them, in case one is out or on TDY
- Be respectful to who you are emailing, whether that is Cadre, POC, or other cadets

Dress and Appearance

Grooming Standards

Males

HAIR

- Neat, cleaned, trimmed, professional appearance
- Hair cannot touch collar
- Tapered on both sides and back of the head with and without headgear
- Bangs cannot cut below eyebrows
- Bulk no greater than 2 ½ inches
- Sides no greater than ¼ inches
- Sideburns cannot extend below mid-ear and will be straight
- Mustache cannot extend beyond corner of lips
- Beards are not authorized unless for medical or religious reasons

JEWELRY

- At no time will the wear of jewelry or ornamentation to or through the ear, nose, tongue, or any exposed body part be allowed in uniform.

FINGERNAILS

- Not authorized to wear nail polish
- Fingernails must not exceed ¼ inch in length beyond tip of the finger and must be clean and well groomed

Females

HAIR

- Neat, cleaned, trimmed, professional appearance
- Hair ties, hair nets, and bobby pins can be worn, and must be conservative and a solid color to match the hair color
 - Black hair accessories are authorized regardless of hair color
 - Headbands or fabric scrunchies will not exceed 1 inch in width
 - Ornaments are not authorized
- No minimum hair length
- Bulk no greater than 4 inches from scalp and allows proper wear of headgear
- Hair cannot extend below bottom edge of collar or extend below an invisible horizontal line drawn parallel to the ground running between the top of each sleeve inseam at the under arm through the shoulder blades
- Natural hair color only: brown, blonde, brunette, natural red, black, or gray
- Can be worn in a single bun, single ponytail, long braid(s) locs, twists, micro-braids, french braids, dutch braids, or cornrows
 - Radius will not exceed 6 inches from point where hair is gathered and must allow for proper wear of headgear
 - Braid(s) or ponytail cannot be worn over the shoulder or pulled in front of the body
- Bangs or side-swiped hair may touch eyebrows but will not touch or cover eyes
- When wearing the PTG, long hair will be secured but may have loose ends and may extend below the horizontal line
- Pinned-up hair should be styled in manner that prevents loose ends from extending upward on the head

JEWELRY

- Women may wear small, no more than 6mm in diameter, round or square white diamond, white pearl, or silver earrings. When worn, earrings will fit tight against the ear and will not extend below the earlobe. (The band connection non-pierced earrings may extend below the earlobe.) Only one earring may be worn on or in each earlobe. While off duty, on a military installation, you should not wear anything that may be considered extreme or excessive.

FINGERNAILS

- Single color that does not detract from the uniform is authorized
 - White-tip French manicures are authorized
- Fingernails must not exceed ¼ inch in length beyond tip of the finger and must be clean and well groomed

COSMETICS

- Must be in conservative and in good taste
- Cosmetics will not be worn during field conditions

Both Males and Females

TATTOOS/BRANDS/BODY MARKINGS

- Cannot be on the hands, head, neck (anything visible above the open collar uniform), face, tongue, lips, eyes, and scalp
- Anything, anywhere that is obscene, commonly associated with gangs, extremist, and/or supremacist organizations, or that advocate sexual, racial, ethnic, or religious discrimination are prohibited in and out of uniform
- Authorized on chest and back (below open collar uniform), arms, legs, and one ring tattoo on one finger on one hand

Uniform Wear

Standard Service Uniform (“Blues”)

Short Sleeve Shirt:

This uniform consists of the short sleeve shirt or blouse with epaulets, trousers with a belt for men and skirt or slacks with a belt for women (unless specified), shoes with black socks or hose, flight cap with the appropriate insignia, and Cadet rank. The rank is worn on the epaulets. A V Neck or tank top white undershirt is worn underneath. The gig line (shirt, belt, pants seam) must be straight.

- FOR MEN, (Fig 14.1) the nametag is centered directly above the right breast pocket.
- FOR WOMEN, (Fig 14.2) the name tag is on the right side, even with or 1 ½ inches higher or lower than the first exposed button. The skirt may be worn with the length between bottom and top of the kneecap. Hose color must complement flesh tone.

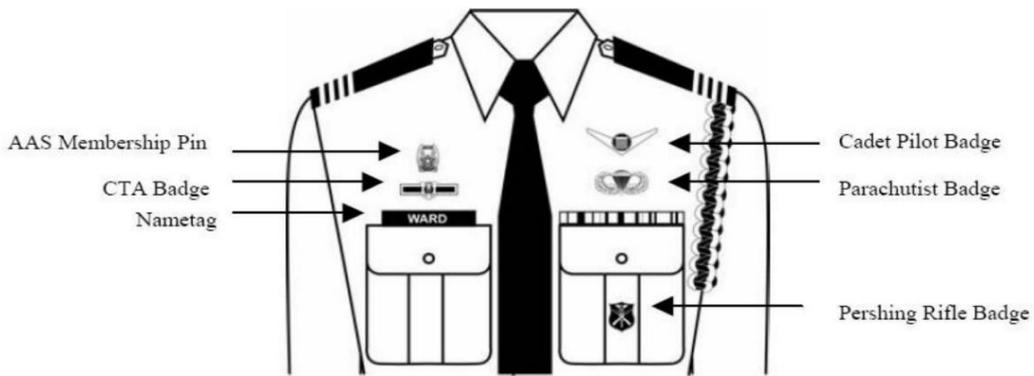


Figure 14.1. Placement of Uniform Items on the Male Standard Service Uniform Shirt (Long Sleeve)

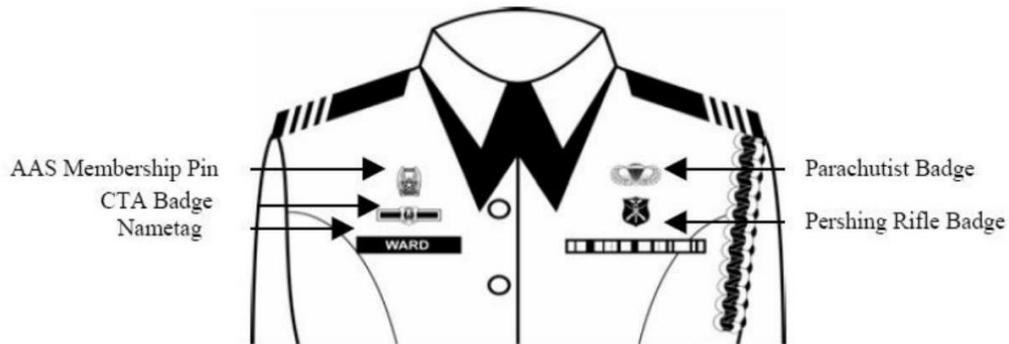


Figure 14.2. Placement of Uniform Items on the Female Standard Service Uniform (Long Sleeve Shirt)

Standard Service Uniform (“Blues”) (Continued)

Long Sleeve Shirt:

This is the same as the short sleeve combination except that a long sleeve shirt or blouse with epaulets must be worn with a necktie or tie tab.

Lightweight Jacket:

The zipper will always be zipped at least halfway when worn. Collars will be down.

- All cadets will their metallic rank centered on the left and right epaulet with the edge of the insignia 5/8 inch from the seam. (See Figure 14.3)

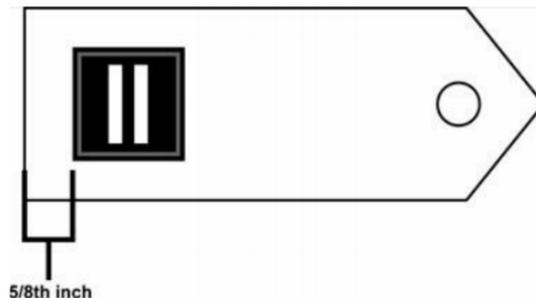


Figure 14.3. Placement of Officer Cadet rank insignia on the epaulet

Flight Cap:

- Worn only when outdoors.
- Positioned two fingers above the eyebrow.
- Only POCs wear the Prop and Wings Insignia (see Fig 14.4 for placement)
- When indoors, the flight cap must be taken off and tucked under the left side of the belt in between the first and second belt loops. The opening of the flight cap must face toward the rear.



Figure 14.4. "Prop & Wings" Insignia placement on the Male and Female Flight Caps

Shoes:

- GMC are not authorized to wear hi-gloss dress shoes; but POC are
- Female POC may wear AF Blues heels when wearing the skirt

Service Dress Uniform

This uniform consists of a short or long sleeve shirt or blouse with epaulets, service dress coat, tie or tie tab, trousers with belt for men, skirt, or slacks for women (GMC Cadets are prohibited from wearing the skirt), shoes with socks or hose, flight cap with the appropriate insignia, name tag, ribbons, and Cadet ranks.

- Shoulder cords (AAS, SW, HG) are worn on the left shoulder of the service dress coat, grounding is determined by each specific organization.
- Soft rank is worn on the epaulets.
- The service coat may be removed provided the Cadet is wearing a complete uniform combination underneath (name tag and rank).
- US Insignia (See Figure 14.5):
 - When in Service Dress, the US Insignias must be worn on the Service Jacket.
 - The insignia is centered halfway up the seam, resting on, but not over it.
 - Both insignias should form a straight parallel line to the ground.
- Semi-formal Service Dress:
 - This uniform is worn to formal occasions, such as the Dining In, Dining Out, and Military Ball. It is the same as the service dress uniform except for the following:
 - Males wear a white dress shirt (without a button-down collar), or a tuxedo shirt (without ruffles), and blue necktie.
 - Females wear a white blouse buttoned at the neck with the blue-collar tab.
 - Cadet ribbons are worn, not medals (medals are worn only on the Mess Dress Uniform).
 - No name tags are worn.
 - No headgear is worn.



Figure 14.5. The U.S. Lapel Insignia



Figure 14.6. The Male Service Dress (Cadet Airman and Cadet Officer)



Figure 14.7. The Female Service Dress (Cadet Airman and Cadet Officer)

Physical Training Gear (PTG)

- Shirt may be tucked in or untucked.
 - Short and long-sleeved white, black, or light gray form fitting undershirts (e.g. spandex, lycra, or elastic material) may be worn and visible under the short-sleeved PTG shirt. Undershirt if untucked must not extend the length of the PTG shirt.
- Lining in PTG shorts may be removed
- Short, mid and full-length solid black, white, or dark blue form fitting sportswear (e.g. spandex, lycra, or elastic) may be worn and visible under both the PTG
- Must wear athletic shoes.
- Ensure the cord of your shorts is always tucked in.
- The sweatshirt, jacket, and sweatpants may be worn together or separately, but the shirt and shorts must always be worn underneath.
 - Jacket will be zipped at least halfway between the waistband and collar
- Always wear white/black/dark blue/gray/brown socks.
- Grooming standards still apply.

Operational Camouflage Pattern (OCP)

- US AIR FORCE tape is velcroed on the left breast pocket. Name tape is velcroed on the right breast pocket and on the back of the cap
- Spice Brown US flag patch will be centered at the top of Velcro on the right sleeve
- Spice Brown AFROTC patch will be centered on Velcro on the left sleeve
- POC ranks will have the stripes going horizontal on the Velcro of chest
- GMC ranks will have the stripes pointing up on the Velcro of the chest
- Prop and Wings will be pinned and centered on the OCP caps



Proper Civilian Equipment

- The khakis and polo combination will include dress shoes, black socks, slacks/khakis, a black belt, and the detachment polo.
- Clothes should be presentable at all times.
- Same grooming standards as in uniform.

Miscellaneous Uniform Items

- Eyeglasses/Sunglasses: Will be worn in the manner for which they are made. Eyeglasses and sunglasses will not be worn around the neck or on top/back of head or exposed hanging on the uniform. Eyeglasses and sunglasses may have conservative ornamentation on non-prescription sunglasses or eyeglasses, frames may be black or brown material or

gold or silver wire. Brand name glasses may be worn with a small logo on frames or lenses. Logo may contrast with frame color or lenses (conservative colors/small logos; black, brown, matte silver/gold). Conservative wrap-around sunglasses may be worn. Conservative, clear, slightly tinted, mirrored or photosensitive lenses are authorized. Sunglasses (to include darkened photosensitive lenses) are not authorized in formation. [Exception: Sunglasses are not authorized in formation, unless for medical reasons]

- Necklaces: May only be worn if they are religious but must not show above the neckline when wearing a shirt. May not be worn during physical training.
- Rings: A maximum of three rings may be worn at a time. Wedding sets count as one ring when worn as a set. Rings will be worn at the base of the finger and will not be worn on the thumb. However, rings may not be worn when they may become a safety hazard.
- Scarf: Plain black and coyote brown. Must be tucked in when worn with outer garments. Will not exceed 10 inches in width and can be knit, all wool, or cotton simplex, with or without a napped surface.
- Gloves: May be Air Force issue or any plain black gloves.
- Earmuffs: Plain black earmuffs with no excessive shag may be worn under headgear in very cold weather.
- Umbrellas: A dark blue or black umbrella may be carried in the left hand.
- Watches: Must be conservative (e.g., solid color black, brown, silver, or gold)
 - Prohibited Examples: Diamond covered, neon or bright colors, bands that exceed 1-inch in width, novelty (i.e., cartoon character) watches
- Backpacks:
 - With Blues and PTG: solid color black, brown, gray, or dark blue ONLY
 - With OCPs: solid color black, OCP patterned, tan, or coyote brown ONLY
- Bracelets:
 - Must be conservative/plain, no more than 1/2 inch in width, be GOLD or SILVER in color.
 - Exceptions: Medical Alert/ID bracelets are authorized, Traditional metal POW/MIA/KIA bracelets, which come in an assortment of colors remain authorized
- Contact Lenses:
 - CANNOT change the natural color of the wearer's eye. MUST BE CLEAR.

Physical Fitness Assessment

Physical Fitness Assessment (FA)

The Fitness Assessment is a test administered to ensure that Cadets maintain a good fitness level. The FA is completed at least once each semester by the entire Cadet wing; the test is composed of three events. These events are sit-ups, pushups, and the 1.5-mile run. Cadets on scholarship must pass the FA with a minimum score of 75.

Tips for FA:

- *Make sure you are hydrated.*
You need to be drinking water a couple of days prior to the FA. If you are not hydrated well before the event, drinking mass quantities of water just before the FA will not hydrate you and may cause cramps.
- *Do not eat heavy meals 1-2 hours before the FA.*
When you have food in your stomach/intestines, blood is directed away from your muscles to your digestive system to digest food. This, in turn, may cause cramping.
- *Overall.*
Your fitness is determined by your diet, how much you exercise, and other factors and habits (smoking, drinking, etc). To maximize your results, you need to control all three of these factors making healthy choices.

USAF Fitness Assessment Scoring / Males < 25 years of age						
Final Version						
Cardiorespiratory Endurance			Muscular Fitness			
Run Time (mins:secs)	Health Risk Category	Points	Push-ups (reps/min)	Points	Sit-ups (reps/min)	Points
< 9:12	Low-Risk	60.0	≥ 67	20.0	≥ 58	20.0
9:13 - 9:34	Low-Risk	59.5	66	19.8	57	19.7
9:35 - 9:45	Low-Risk	59.0	65	19.6	56	19.4
9:46 - 9:58	Low-Risk	58.5	64	19.4	55	19.0
9:59 - 10:10	Low-Risk	58.0	63	19.2	54	18.8
10:11 - 10:23	Low-Risk	57.5	62	19.0	53	18.4
10:24 - 10:37	Low-Risk	57.0	61	18.8	52	18.0
10:38 - 10:51	Low-Risk	56.5	60	18.6	51	17.6
10:52 - 11:06	Low-Risk	56.0	59	18.4	50	17.4
11:07 - 11:22	Low-Risk	55.5	58	18.2	49	17.0
11:23 - 11:38	Low-Risk	55.0	57	18.0	48	16.6
11:39 - 11:56	Low-Risk	54.5	56	17.8	47	16.0
11:57 - 12:14	Low-Risk	54.0	55	17.7	46	15.0
12:15 - 12:33	Low-Risk	53.5	54	17.6	45	14.0
12:34 - 12:53	Moderate Risk	52.0	53	17.4	44	13.0
12:54 - 13:14	Moderate Risk	50.5	52	17.2	43	12.6
13:15 - 13:36	Moderate Risk	49.0	51	17.0	42	12.0
13:37 - 14:00	High Risk	46.5	50	16.8	41	9.0
14:01 - 14:25	High Risk	44.0	49	16.6	40	6.0
14:26 - 14:52	High Risk	41.0	48	16.2	39*	3.0
14:53 - 15:20	High Risk	38.0	47	16.0		
15:21 - 15:50 ⁺	High Risk	35.0	46	15.6		
			45	15.4		
			44	15.0		
			43	14.6		
NOTES:			42	14.4		
Health Risk Category = low, moderate or high risk for current and future cardiovascular disease, diabetes, certain cancers, and other health problems.			41	14.0		
			40	13.6		
			39	13.0		
			38	12.6		
Passing Requirements - member <i>must</i> : 1) achieve a composite point total ≥ 75 points <i>and</i> 2) meet minimum point values for all components.			37	12.0		
			36	11.6		
			35	11.0		
			34	10.6		
* Minimum Component Values			33	10.0		
Run time ≤ 15:50			32	7.0		
Push-ups ≥ 30 repetitions/one minute			31	4.0		
Sit-ups ≥ 39 repetitions/one minute			30*	1.0		
Composite Score Categories						
Excellent ≥ 90.0 pts						
Satisfactory = 75.0 - 89.9						
Unsatisfactory < 75.0						
Final Version						

USAF Fitness Assessment Scoring / Males 25-29 years of age						
Final Version						
Cardiorespiratory Endurance			Muscular Fitness			
Run Time (mins:secs)	Health Risk Category	Points	Push-ups (reps/min)	Points	Sit-ups (reps/min)	Points
≤ 9:22	Low-Risk	60.0	≥ 62	20.0	≥ 56	20.0
9:23 - 9:45	Low-Risk	59.5	61	19.7	55	19.5
9:46 - 9:58	Low-Risk	59.0	60	19.4	54	19.0
9:59 - 10:10	Low-Risk	58.5	59	19.0	53	18.8
10:11 - 10:23	Low-Risk	58.0	58	18.8	52	18.4
10:24 - 10:37	Low-Risk	57.5	57	18.6	51	18.0
10:38 - 10:51	Low-Risk	57.0	56	18.4	50	17.6
10:52 - 11:06	Low-Risk	56.5	55	18.2	49	17.4
11:07 - 11:22	Low-Risk	56.0	54	18.0	48	17.0
11:23 - 11:38	Low-Risk	55.5	53	17.8	47	16.6
11:39 - 11:56	Low-Risk	55.0	52	17.6	46	16.0
11:57 - 12:14	Low-Risk	54.5	51	17.5	45	15.0
12:15 - 12:33	Low-Risk	54.0	50	17.4	44	14.0
12:34 - 12:53	Moderate Risk	53.5	49	17.2	43	13.0
12:54 - 13:14	Moderate Risk	52.0	48	17.0	42	12.8
13:15 - 13:36	Moderate Risk	50.5	47	16.8	41	12.0
13:37 - 14:00	High Risk	49.0	46	16.6	40	9.0
14:01 - 14:25	High Risk	46.5	45	16.2	39	6.0
14:26 - 14:52	High Risk	44.0	44	16.0	38*	3.0
14:53 - 15:20	High Risk	41.0	43	15.6		
15:21 - 15:50	High Risk	38.0	42	15.4		
15:51 - 16:22*	High Risk	35.0	41	15.0		
			40	14.6		
			39	14.4		
			38	14.0		
			37	13.6		
NOTES:			36	13.0		
Health Risk Category = low, moderate or high risk for current and future cardiovascular disease, diabetes, certain cancers, and other health problems.			35	12.6		
			34	12.0		
			33	11.6		
Passing Requirements - member <i>must</i> : 1) achieve a composite point total ≥ 75 points and 2) meet minimum point values for all components.			32	11.0		
			31	10.6		
			30	10.0		
			29	7.0		
* Minimum Component Values			28	4.0		
Run time ≤ 16:22			27*	1.0		
Push-ups ≥ 27 repetitions/one minute						
Sit-ups ≥ 38 repetitions/one minute						
Composite Score Categories						
Excellent ≥ 90.0 pts						
Satisfactory = 75.0 - 89.9						
Unsatisfactory < 75.0						
Final Version						

USAF Fitness Assessment Scoring / Females < 25 years of age

Final Version

Cardiorespiratory Endurance			Muscular Fitness			
Run Time (mins:secs)	Health Risk Category	Points	Push-ups (reps/min)	Points	Sit-ups (reps/min)	Points
≤ 10:23	Low-Risk	60.0	≥ 47	20.0	≥ 54	20.0
10:24 - 10:51	Low-Risk	59.5	46	19.8	53	19.7
10:52 - 11:06	Low-Risk	59.0	45	19.6	52	19.4
11:07 - 11:22	Low-Risk	58.5	44	19.4	51	19.0
11:23 - 11:38	Low-Risk	58.0	43	19.2	50	18.8
11:39 - 11:56	Low-Risk	57.5	42	19.0	49	18.0
11:57 - 12:14	Low-Risk	57.0	41	18.8	48	17.8
12:15 - 12:33	Low-Risk	56.5	40	18.6	47	17.6
12:34 - 12:53	Low-Risk	56.0	39	18.4	46	17.2
12:54 - 13:14	Low-Risk	55.5	38	18.2	45	17.0
13:15 - 13:36	Low-Risk	55.0	37	18.0	44	16.0
13:37 - 14:00	Low-Risk	54.5	36	17.8	43	15.6
14:01 - 14:25	Low-Risk	54.0	35	17.6	42	15.0
14:26 - 14:52	Low-Risk	53.5	34	17.2	41	14.0
14:53 - 15:20	Moderate Risk	52.0	33	17.0	40	13.6
15:21 - 15:50	Moderate Risk	50.5	32	16.8	39	13.0
15:51 - 16:22	Moderate Risk	49.0	31	16.6	38	12.0
16:23 - 16:57	High Risk	46.0	30	16.4	37	9.0
16:58 - 17:34	High Risk	42.5	29	16.2	36	6.0
17:35 - 18:14	High Risk	39.0	28	16.0	35*	3.0
18:15 - 18:56*	High Risk	35.0	27	15.0		
			26	14.6		
			25	14.4		
			24	14.0		
			23	13.0		
			22	12.6		
NOTES:			21	12.0		
Health Risk Category = low, moderate or high risk for			20	11.6		
current and future cardiovascular disease, diabetes,			19	11.0		
certain cancers, and other health problems.			18	10.0		
Passing Requirements - member <i>must</i> : 1) achieve			17	7.0		
a composite point total ≥ 75 points <i>and</i> 2) meet minimum			16	4.0		
point values for all components.			15*	1.0		
* Minimum Component Values						
Run time ≤ 18:56						
Push-ups ≥ 15 repetitions/one minute						
Sit-ups ≥ 35 repetitions/one minute						
Composite Score Categories						
Excellent ≥ 90.0 pts						
Satisfactory = 75.0 - 89.9						
Unsatisfactory < 75.0						

Final Version

USAF Fitness Assessment Scoring / Females 25-29 years of Age

Final Version

Cardiorespiratory Endurance			Muscular Fitness			
Run Time (mins:secs)	Health Risk Category	Points	Push-ups (reps/min)	Points	Sit-ups (reps/min)	Points
< 10:37	Low-Risk	60.0	≥ 47	20.0	≥ 50	20.0
10:38 - 11:06	Low-Risk	59.5	46	19.8	49	19.5
11:07 - 11:22	Low-Risk	59.0	45	19.6	48	19.0
11:23 - 11:38	Low-Risk	58.5	44	19.4	47	18.8
11:39 - 11:56	Low-Risk	58.0	43	19.2	46	18.0
11:57 - 12:14	Low-Risk	57.5	42	19.0	45	17.8
12:15 - 12:33	Low-Risk	57.0	41	18.8	44	17.2
12:34 - 12:53	Low-Risk	56.5	40	18.6	43	17.0
12:54 - 13:14	Low-Risk	56.0	39	18.4	42	16.0
13:15 - 13:36	Low-Risk	55.5	38	18.2	41	15.6
13:37 - 14:00	Low-Risk	55.0	37	18.0	40	15.0
14:01 - 14:25	Low-Risk	54.5	36	17.8	39	14.6
14:26 - 14:52	Low-Risk	54.0	35	17.6	38	14.0
14:53 - 15:20	Moderate Risk	53.5	34	17.2	37	13.6
15:21 - 15:50	Moderate Risk	52.0	33	17.0	36	13.0
15:51 - 16:22	Moderate Risk	50.5	32	16.8	35	12.6
16:23 - 16:57	High Risk	49.0	31	16.6	34	12.0
16:58 - 17:33	High Risk	45.5	30	16.4	33	9.0
17:34 - 18:14	High Risk	42.0	29	16.2	32	6.0
18:15 - 18:56	High Risk	38.5	28	16.0	31*	3.0
18:57 - 19:43*	High Risk	35.0	27	15.0		
			26	14.6		
			25	14.4		
			24	14.0		
			23	13.0		
			22	12.6		
			21	12.0		
			20	11.6		
			19	11.0		
			18	10.6		
			17	10.0		
			16	7.0		
			15	4.0		
			14*	1.0		
* Minimum Component Values						
Run time ≤ 19:43						
Push-ups ≥ 14 repetitions/one minute						
Sit-ups ≥ 31 repetitions/one minute						
Composite Score Categories						
Excellent ≥ 90.0 pts						
Satisfactory = 75.0 - 89.9						
Unsatisfactory < 75.0						

Final Version