**Unit HI-921 Cadet Guide** **1 January 2019**

**Summary of Changes**

**Change** – Page 3 *Cadet Guide Forward* paragraph 6 line 2 : from “P3/P4” to “F Building Room 101”

Chapter 1 *Mission and Goals of the AFJROTC Program* page 11, Para 2. **Add after** *“…in high school cadets”* – “The curriculum emphasizes the below attributes as well as the Air Force heritage and traditions, the development of flight, applied flight sciences, military aerospace policies, and space exploration.”

Chapter 4 *Membership, Transfer, and Withdrawal of Students* page 22, Para 3. **Add** s*ubparagraph a.* *“Withdrawal/Dis-enrollment*: A cadet may be withdrawn/dis-enrolled for failure to maintain acceptable course standards, including haircut, unauthorized hair color, grooming, improper uniform wear, failure to wear the AFJROTC PT gear, etc. Ineptitude, indifference to training, disciplinary infractions, or reasons involving undesirable traits of character. Failure to remain enrolled in school. Failure to maintain a passing grade in AFJROTC course work. Insubordination toward JROTC cadet leaders or Moanalua High School faculty/staff. Lastly a cadet can be withdrawn/dis-enrolled at the SASI’s discretion.

Chapter 4 *Membership, Transfer, and Withdrawal of Students* page 22, Para 3. **Add** subparagraph b. *“Cadet Removal Process”*:Cadets may need to be removed from AFJROTC based on numerous circumstances. Some of these situations may include, but are not limited to:

a. Failure to wear the AFJROTC uniform as directed.

b. Failure to maintain proper military grooming or correct grooming violations.

c. Involvement in illegal activity (Immediate Removal).

d. Refusal to participate in PT or wear the issued PT gear.

e. Transfer to Davis Disciplinary School (Immediate Removal).

f. Disrespect towards instructors.

*PROCESS*: Cadets who fail to perform based on the minimum expectations of an AFJROTC cadet will be formally counseled by the cadet corps group commander (if available), the SASI, or ASI. A counseling letter will be provided to the cadet based on three strikes but understand a cadet may be removed at any time. **First Offense**: Sign counseling memo acknowledging the problem area and how to correct it. **Second Offense**: Sign counseling memo, parent will be contacted via email with a CC to the counselor. **Third Offense**: Contact parent and counselor to begin cadet removal process.

ADD the below paragraph at subparagraph “g”

g. ***Reserve Cadet***. Since we are a “Traditional Schedule” program, a Reserve Cadet is a student who cannot participate in the AFJROTC academic program for that particular year. A student must have been a cadet for at least one academic year prior to being considered a Reserve Cadet. Students that meet this criteria, may be designated, with SASI concurrence, as a Reserve Cadet. Reserve Cadets may participate in all AFJROTC activities (community service, drill team, honor guard, etc.). Time in reserve status does not count towards the Certificate of Completion, nor do Reserve Cadets count toward minimum unit enrollment or unit funding. Reserve Cadets may retain their uniform for the entire academic year. Locally, the SASI has determined cadets may only apply for reserve status if they have a sincere interest in returning to the program after their one year of reserve status, to participate as an active cadet.”

Chapter 8 *Co-curricular Activities* page 37, Para 2. **Add** – *subparagraph i. FLAG DETAIL TEAM*: This team of cadets are primarily responsible for the raising /lowering of the school flags. They must be versed in proper care of the flags and display including special occasions when they are flown at half-staff. Additionally, this team is key during 9-11 Rememberence Day, Pearl Harbor Day, flag retirement ceremonies. Cadets may earn the Patriotic Flag Ribbon and receive LDR specific community service hours.

Chapter 8 *Co-curricular Activities* page 37, Para 2. **Add** – subparagraph j. *CURRICULUM IN ACTION (CIA) FIELD TRIPS:* Field trips are available to all cadets who maintain good standing in AFJROTC. These include trips to military bases, space flight facilities, museums, college campuses, airports, etc. The trips are designed to expand your knowledge about the aerospace environment in which we live. The corps typically takes a one day trip to the Army Museum of History in Waikiki, Pacific Aviation Museum on Ford Island, and an overnight encampment to the USS Missouri. Any available pop-ups via local military installation circle of influences will be accomplished as well. Cadets must be grade and conduct eligible and have written parental/guardian approval to participate.

Chapter 9 *Extra-curricular Activities* page 38, Para 1. **Add** – subparagraph f. “*Senior Staff Leadership Retreat.*  This weeklong camp’s objective is to broaden, prepare and enhance the management and leadership skills of next year’s Top Ten Senior Staff cadets. Completion of a community service project, updating of unit OIs, revision of cadet guide, review of prior year’s goals/creation of next year’s goals, and the Bataan Death March is completed during this camp. Ultimately the goal will be to help next year’s staff not only development their unit management abilities but also to help them bond as a team. Selection criteria for this camp is based on successful appoint to a Top Ten staff position for the next school year”

Chapter 9 *Extra-curricular Activities* page 38, Para 1. **Add** – subparagraph g. *Cadet of the Quarter/Year Board.* Based on a cadet’s eligibility via grades, unit activity and conduct in both the corps and the school, they may be nominated for and participate in quarterly boards. 1 cadet representative is selected from each element within each flight with the Flight CC selecting 1 representative for the respective flight. 7 finalists will compete during each quarter board. These boards are manned by the Group CC, Deputy Group CC, Group Superintendent and the Standardization/Evaluations Officer. Observation and result oversight is provided by both the SASI/ASI. Each winner of their respective quarters will compete for Cadet of the Year with the winner decided one week before and announced on the annual awards night in May.