



20 March 2021

**OPORD for Tutoring
Leadership Development Requirement**

From: Cadet/MSgt Matthew White

To: Major David M. Clontz Senior Aerospace Science Instructor (SASI),
Senior Master Sergeant Steven W. Robertson Aerospace Science Instructor (ASI)

1. Situation

- a. AFJROTC students need to raise their GPAs in order to meet unit goals. Student will be offering tutoring to anyone who feels they need extra help in a given subject.

2. Mission

- a. Who: All cadets.
- b. What: Cadets will be tutoring other cadets if requested.
- c. When: Every day except Friday during SMART period.
- d. Where: In the AFJROTC classroom.

3. Execution

- a. During every SMART period except for Fridays, cadets will offer tutoring.

4. Sustainment

- a. Supplies: The cadets will bring the necessary supplies for the subject(s) that they are working on, along with paper and pencil.
- b. Timing: Each cadet should be in the SMART period for their class unless otherwise stated.

5. Command and Control:

- a. The staff in charge of the tutoring will ensure cadets are focused on work.
- b. Cadets will not "goof off" but will be able to remain friendly without getting off topic through guidance of command and staff.

//Signed//

Cadet/MSgt Matthew White

//Signed//

Approving Official:

David M. Clontz

Major (Ret) USAF, NC075 SASI