



## **AIR FORCE JUNIOR ROTC (NC-075)**

### **COURSE SYLLABUS**

**2023-2024, 1st Semester**

### **ROTC 4 / (Aerospace Science-IV Honors)**

**COURSE NAME: ROTC 4 Honors**

The Mission of Air Force Junior Reserve Officer Training Corps (AFJROTC) is to develop citizens of character dedicated to serving their nation and community.

**CREDIT HOURS:** One Elective Credit for the entire semester.

**PREREQUISITES:** Cadets must complete three years in the AFJROTC program and be selected by the Senior Aerospace Instructor (SASI) in order to be enrolled in this HONORS course. Congratulations! Your choice in becoming a cadet in the Tuscola High School AFJROTC Cadet Corps was one of the best you could have made. Moreover, your selection in entering our Honors program concludes your hard work and commitment to the NC-075th Cadet Corps. The NC-075th has established a strong presence on the Tuscola campus and beyond “the hill” for over 50 years.

**INSTRUCTOR NAMES:** Senior Master Sergeant Steve Robertson

**AFJROTC ACTIVITY FEE:** Every cadet will pay the required AFJROTC activity fee of \$35 within the first 4-weeks of being enrolled in AFJROTC. Financial hardships must be brought to an instructor by a parent/guardian. Financial Waivers Forms may be submitted to school administrators for approval. **NOTE 1:** This fee is non-refundable for any reason.

**REQUIRED TEXT MATERIALS / MEDIA**

1. Pencils, paper, and textbooks are required for each class.
2. It is your responsibility to monitor the daily/weekly training schedule.
3. Register (Sign-up) with both **REMIND.COM** accounts. Text codes to 81010
  - a. Instructors ONLY: @push-it-up
  - b. Student Cadet Leaders @NC075jrotc
4. CHECK our Google website “Tuscola JROTC *EVENTS CALENDAR*” and REMIND.COM DAILY!
5. Textbooks and reference materials will be provided.
6. Cadets should obtain a binder to store necessary documents and notes throughout the school year.

***Leadership Education 400: Fundamentals of Management***

Unit 1: Introduction to Management

Unit 2: Planning

***Aerospace Science 400: Management of the Cadet Corps***

Unit 1-4: Management of the Corps

***AF Manual 36-2203, Personnel Drill and Ceremonies, V-2627***

Chapters 1 – 5

***Air Force Instruction 36-2903, Dress and Personal Appearance of Air Force Personnel***

Selected Videos

Cadet Guide

**Tuscola HS AFJROTC HONORS PROJECT HANDBOOK SY2023-2024**





**COURSE DESCRIPTION:** AFJROTC 4 HONORS is not only designed to further develop your mastery of aerospace science, but to also continue developing your leadership skills. Your contribution to the reputation of Tuscola HS AFJROTC will depend upon you and the spirit in which you abide by the provisions outlined in the *Tuscola HS AFJROTC Honor Project Handbook*. In addition, these fourth year cadets will also be given lessons in the following:

Leadership Education (LE) (40%)

**Leadership Education 400: Fundamentals of Management** provides exposure to the fundamentals of management. The course 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 they have learned during their time in AFJROTC. 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 course 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.

Aerospace Science (AS) (40%)

**Aerospace Science 400 Management of the Cadet Corps** is a hands-on experience that 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. You will put into practice your communication, decision-making, personal-interaction, managerial, and organizational skills. Cadets will achieve course objectives by completing core management activities.

Wellness Program (20%)

Wellness is an official and integral part of the Air Force Junior ROTC program. The objective of the Wellness/PT Program is to motivate cadets to lead healthy, active lifestyles beyond program requirements and into their adult lives. For classes awarding elective or PE credit for AFJROTC courses, 20% of available contact time must be devoted to Wellness/PT instruction. Cadets that do not wear PT clothing will not receive full credit for the fitness program.

Students **WILL** wear the **issued** physical fitness training (PT) uniform on **Tuesdays** and the AFJROTC blue uniform on **Wednesdays**.

### **REQUIRED TEXT**

**\*Leadership Education 400: Fundamentals of Management**

Chapter 1: What is Management

Chapter 2: Project Management

Chapter 3: Planning: Laying the Foundation

Chapter 4: Decision-Making: Choosing Wisely

**\*TUSCOLA HS AFJROTC HONORS PROJECT HANDBOOK**





## **COURSE OBJECTIVES:**

### **LE 400: Fundamentals of Management:**

1. Analyze management and its application to JROTC.
2. Analyze the elements of project management.
3. Evaluate the importance of formal planning within an organization.
4. Analyze decision-making within an organization.

### **AS400: Management of the Cadet 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.

**THS AFJROTC HONORS PROJECT:** The research or physical project is a requirement of the honors option in AFJROTC. The purpose of the project is to provide cadets with the opportunity to do interesting and meaningful work using the skills and maturity gained through the high school experience. Each participant will select a topic of personal or professional interest connected in some way to national security and/or AFJROTC and approved by the Senior Aerospace Science Instructor (SASI). It will be the basis for the three components of the project:

- 1) **Research Paper** – a documented paper on the topic. The research should include a variety of primary sources (personal interviews with experts, surveys) and secondary sources (e.g., articles, books, internet). **OR** **Physical Project** - a product or a learning experience that relates to the topic. The physical project can take many forms such as:

- The production of a project connected in some way to the AFJROTC curriculum (example: design, conduct, and document a science experiment)
- A work of art or memorial connected in some way to the AFJROTC curriculum.

Students must document his or her activities in some way. **Students will include a brief 2-4-page paper on the project to document the steps taken to complete the project and what they learned.** Students should plan a minimum of 15 hours to complete the physical project. Many students spend significantly more time.

- 2) **Portfolio** – a notebook that contains documentation of the project process throughout the semester.
- 3) **Oral Presentation** – an 8-10-minute presentation to the SASI and ASI.

We intend the AFJROTC honors project to be a challenge that requires each student's very best effort. Students are encouraged to seek the support of others in the school and community including their English teacher and librarians.

**NOTE: Students who do not complete every phase of the honors project may fail the course. Refer to the Tuscola HS AFJROTC Honors Project Handbook for complete details.**





**Drill & Ceremonies**

1. Apply the principles and procedures of drill movements used with smaller units to the movement of a squadron.
2. Know the function of the group and the wing.
3. Know how groups and wings are formed.
4. Know the purpose and definition of ceremonies and parades.

**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 fitness training program to reach goals.

**UNIFORM DAYS: As senior Cadets, You set the example for uniform and appearance standards. In addition, you plan the uniform wear schedule.**

Students **WILL** wear the **issued** *Physical Fitness Training* uniform (aka “PT Gear”) on **TUESDAYS**. In addition, students **WILL** also wear either the **issued** *AFJROTC blue uniform and/or camouflage uniform* on **WEDNESDAYS and Special Events** (i.e., *Parades, Military Ball, etc.*).

**Cadets will receive a uniform score as part of their grade.**

**GRADING PROCEDURES: GRADING PROCEDURES:** Cadets will be evaluated according to the following criteria:

|   |     |
|---|-----|
| Academics / Discipline / Corps Participation / Performance<br>( <i>Research Paper and/or/Physical Project/Exams/quizzes/homework/class work/community service</i> ) | 35% |
| Leadership / Uniform Wear / Grooming Standards<br>( <i>Personal appearance/uniform standards</i> )  | 20% |
| Drill/PT<br>( <i>Drill Sequence/evaluation, Physical Fitness participation/dress</i> )  | 20% |
| Semester Exam   | 25% |

**GRADING SCALE: As set by the North Carolina State Board of Education**

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

**BLUE and/or CAMO UNIFORM WEAR: WEARING OF THE UNIFORM “Uniform Pride Day”:**

1. Uniform wear is a major part of the AFJROTC program.
2. Each cadet will be issued a blue and/or camo uniform **FREE OF CHARGE** and taught how to properly wear and care for it.





3. It must be kept clean, properly fitted and properly worn.
4. Proper cleaning is the responsibility of the cadet, while proper fitting will be taken care of by professional alterations personnel at AFJROTC expense.
5. The “blue” or “camo” uniform will be worn on **Wednesdays** unless otherwise directed.
6. ALL cadets are required to wear the appropriate uniform each.
7. *These uniforms will be worn for the **entire school day (0755 – 1500)** unless prior approval is given by the SASI/ASI.*
8. Uniform Inspection (Open Ranks) will be held during class.
9. A specific uniform combination will be posted NLT the Friday prior to wear.
10. Uniforms must be clean, neat and serviceable at all times.
11. If a cadet is absent on Wednesday, for any reason, he/she will wear the uniform all day on the first day they return to school, and report to SASI/ASI to be inspected.
12. If a cadet fails to report for an inspection on the first day they return to school, they will receive a “missing” grade (same as a zero).
13. Penalties for failure to wear the “blue” or “camo” uniform are as follows: Zero (0) points for the uniform inspection grade which counts as 35% of the total class grade.
14. Failure to wear the uniform will significantly impact the cadet’s grade.
15. Failure to wear the uniform 3 times for unexcused reasons may result in disenrollment during the semester and “F” on the students transcript.

**NOTE 2:** Failure to turn in blue or camo uniforms by the end of the semester/year will result in a being placed on the **“Obligations”** List until the uniforms are returned to NC-075 or paid for in full.

**NOTE 3:** <IF APPLICABLE> CAMO uniforms are issued to high performing Cadets; thus, when one of these cadets fail to wear their blue uniform when required; they must return their CAMO uniform as penalty and receive a reduced grade.

**PT GEAR UNIFORM WEAR: Wellness Program**

1. Penalties for failure to wear the “PT gear” uniform are as follows:
  - a. 15 points deduction (each) for not wearing issued PT shorts/sweatpants, issued PT shirt/sweatshirt or wearing improper fitness workout shoes (*i.e. boots, flip-flops, sandals, etc.*).
  - b. Students must wear appropriate workout shoes for their own safety and well-being.
  - c. In addition, if a student fails to dress out they will receive a (50) score.
  - d. Furthermore, if a student does NOT participate in the wellness activity/event, they will receive a (50) score; and also a (50) score for the Weekly Discipline/Participation Grade.
2. PT grades count as 20% of the total class grade. As stated previously, failure to wear any issued uniform will significantly impact the cadet’s grade.
3. Failure to wear the uniform 3 times for unexcused reasons may result in disenrollment during the semester and “F” on the students transcript.

**NOTE 4:** PT Gear (*sweatpants/shirts and t-shirt/shorts*) are issued free-of-charge; and the student may keep these items. However, if a student needs replacement PT Gear, they will incur financial charges to replace the item(s).

**NOTE 5:** Workout shoes will **NOT** be issued and/or provided. This requirement belongs to each student.

**MANDATORY FORMATIONS:** Our *Military Ball* and *The Waynesville Holiday Parade* are **mandatory formations**. All cadets are expected to attend both events. These are graded events. If a student must be absent; they must submit approval consideration two-weeks prior to the scheduled event. If cadets are unable to pay for admission to the Military Ball, instructors will make arrangements to allow the cadet to attend at no or low cost to the cadet. As a ROTC V Honors you will assist in the planning, organizing, and execution of both of these events.





**FINAL EXAM:** There are 4 components to the AFJROTC final exam. Component 1 is an Open Ranks inspection of the cadet uniform. Component 2 is an assessment of each class period's drill performance as a unit (flight). Component 3 is a 2-part written exam. Component 4 is uniform/equipment turn-in. Each of these components accounts for 25% of the Semester Exam grade. You will be exempt from the 2-part written exam and will assist the SASI/ASI in evaluating your flight in all other areas. Your final exam grade will be determined from your overall flight's performance.

**WEEKLY LEADERSHIP OBJECTIVES:** In addition to assigned principles of management class work, ROTC 4 HONORS cadets are expected to lead the cadet corps daily functions. This includes planning, scheduling, organizing, directing, and leading corps activities/programs. Success as an ROTC 4 HONORS cadet will weigh heavily on your leadership performance in these activities. Cadet leadership performance will be graded by the SASI/ASI. Failure to perform duties as assigned is considered unsatisfactory performance and could lead to removal from the program.

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 will receive a "0" (zero) grade for that assignment.

ROTC V HONORS: The research and/or physical project is a requirement of the honors option in AFJROTC. The purpose of the project is to provide cadets with the opportunity to do interesting and meaningful work using the skills and maturity gained through the high school experience.

**COMMUNITY SERVICE:** As senior Cadets You know We will have multiple opportunities to perform AFJROTC-sponsored community service during each semester both during school hours and outside of school hours; thus, as senior Cadets, You are expected to manage junior cadets thru example by assisting with planning and organization of our activities and events.

**CURRICULUM IN ACTION TRIPS (CIA)/FIELD TRIPS:** Throughout the semester, the cadets will have opportunities to participate in school-sponsored activities that serve as an extension of the AFJROTC curriculum outside the classroom and away from the school campus. Cadets must be in good academic and disciplinary standing to participate.

**EXPECTATIONS FOR CADETS:**

1. Follow the chain of command (i.e. cadet-element leader - assist. Flt/CC – Flt/CC – Ops/CC – Sqd/CC – Group/CC – ASI – SASI). **DO NOT GO DIRECTLY TO THE CADET GROUP/CC WITHOUT YOUR FLT/CC 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, scheduled events, practices, etc.
4. Always bring your required items to class (notebook, pen/pencil, textbook, etc).
5. Wear the correct uniform on the appropriate day.
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 and attentively to the 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 or 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 instructor offices.
13. Always use the trash can to dispose of trash. If you see trash on the floor, clean it up.





14. **ABSOLUTELY NO EATING** or drinking (except for water in approved container) and no CHEWING GUM in uniform.
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 your self-respect at all times.
19. Do not disrespect instructors, higher-ranking cadet officers and NCOs.

**DISENROLLMENT:** Being in AFJROTC is a privilege. Students will be disenrolled from the AFJROTC program with proper cause on a case by case basis for the following:

1. Failure to maintain acceptable standards including behavior.
2. Inaptitude or indifference to training.
3. Failure to maintain personal appearance (hair and grooming) and uniform standards after being identified by the SASI / ASI.
4. Failure to abide with THS student rules of behavior. A history of suspensions and any expulsions may be reasons for disenrollment.
5. Failure to comply with classroom rules and procedures, or to maintain self-control (disrupting the class).
6. Parental request.
7. Failure to wear the uniform during prescribed times.
8. Failure of any AFJROTC course.

