MEMORANDUM FOR NEW AFROTC DETACHMENT 165 CADETS

FROM: AFROTC DET 165/UAO
Georgia Institute of Technology
O’Keefe Bldg, 2nd floor
151 6th St NW
Atlanta, GA 30332-0120

SUBJECT: Spring 2011 AFROTC New Student Orientation (NSO) Package

1. Congratulations on your decision to join the AFROTC program at Georgia Tech! We look forward to meeting you and working with you to achieve your goal of becoming a commissioned officer in the world’s greatest Air Force!

2. This information package is critical to your enrollment in AFROTC. You must follow all directions as indicated and fill out all paperwork COMPLETELY to ensure proper processing. It is also very important to pay attention to the appropriate office in which to turn in certain forms. AFROTC Det 165 will not process registration, cross-registration, or GT Health Center Forms. It is YOUR responsibility to ensure that you are properly registered prior to all applicable deadlines.

3. Each semester, AFROTC Det 165 offers a New Student Orientation (NSO) Program for all new cadets. NSO is a one-day introduction and overview to AFROTC that is recommended for all new cadets. You may bring up to two guests to NSO. NSO includes a detailed AFROTC program overview, a briefing on AFROTC Scholarship opportunities, and an in-processing session that includes cadet records, your initial body mass index verification (weigh-in), and equipment/uniform issue. Attendance is not required, but it is highly encouraged and very beneficial to ALL new cadets.

4. NSO will be held on 7 January 2011. Please fill out and return ALL required forms including the New Cadet Checklist no earlier than 1 November 2010 and no later than 30 November 2010. Directions for submitting all required forms and documentation are included in the New Cadet Checklist (attachment 1).

5. In this package, you will find the following forms and guides:
   a. New Cadet Checklist (Attachment 1): The purpose of this checklist is to ensure that you complete all the required forms necessary to join AFROTC. Please note that not all forms will be submitted to the Detachment. This checklist is very important – please make sure that you understand this checklist and complete all applicable areas. Also, the New Cadet Checklist is used to secure your reservation for NSO.
   b. Prospective Cadet Information Worksheet (Attachment 2): You MUST include this form, even if you have completed one in the past. Please fill it out completely and include the most up-to-date information regarding your school of attendance, major, and projected graduation date (month and year)
   c. Physical Training Uniform (PTU) Worksheet (Attachment 3): Please provide accurate sizing information so we can issue you the proper Physical Training Uniform items.
   d. Uniform Worksheet (Attachment 4): This form should be filled out by a tailor or seamstress if possible to ensure accurate sizing. This will help us order enough uniforms in the right sizes.
   e. Uniform Size Guide (Attachment 5): Use this guide to help you fill out the Uniform Worksheet
f. **AFROTC Form 28, Air Force ROTC Pre-Participatory Sports Physical (Attachment 6):** This form **MUST** be filled out and **SIGNED** by a qualified physician. It is very important for your doctor to fill out this form completely. The weight standards on page 2 of the Form 28 reflect AFROTC-wide minimum and maximum allowable body weight for membership. *The Air Force is committed to maintaining a strictly professional military appearance and you must meet these standards before you are authorized to join AFROTC.* If you are over or under weight, feel free to contact us if you wish to discuss your situation or if you have any questions.

g. **AFROTC Form 35, Certification of Involvements with Civil, Military, or School Authorities/Law Enforcement Officials (Attachment 7):** In this form, you are required to provide us information on your past civil involvements (arrests, citations, etc). Read this form very carefully to ensure complete understanding. **You must fill out this form completely and honestly.** Make sure to write your name in the ‘Certificate’ portion of Section I. If you have no civil involvements, please write “NONE” in the first line of Section II and sign and date where it says “Signature of Cadet.”

h. **Parking Map and Directions (Attachment 8)**

i. **Tentative NSO Schedule (Attachment 9):** Final agenda will be emailed no later than 31 DEC 2010

j. **AFROTC Program Overview – Standard Program (Attachment 10):** This is a basic overview of the AFROTC program. It is intended to provide general information about the progression of classes that you will take as a cadet. *This is only a reference! Please refer to Attachment 13 for scheduling information.*

k. **AFROTC Program Overview – Dual-Enrolled GMC Program (Attachment 11):** This is a program overview for those applying for the three-year program. It is intended to provide general information about the progression of classes that you will take as a cadet. *This is only a reference! Please refer to Attachment 13 for scheduling information.*

l. **AFROTC Spring 2011 Curriculum (Attachment 12):** This is a “week-at-a-glance” view of the AFROTC courses offered in Spring 2011. *NOTE: Please refer to Attachment 13 for scheduling information.*

m. **Spring 2011 Class Scheduling Guide (Attachment 13):** Please use this guide to schedule the appropriate AFROTC courses. This guide also includes course information required to complete the ARCHE Cross-Registration Application. If you have any questions, do not hesitate to contact us at the Detachment at 404-894-7386 or 404-894-4175.

6. **If you are NOT a Georgia Tech Student,** you **MUST** complete these additional requirements:

a. **Cross-Registration.** If you are student at one of our twelve “Cross-Town” schools you can join the AFROTC Program at Georgia Tech. Cross-Town cadets work towards a degree at their home school, while attending AFROTC courses and training at Georgia Tech. Please refer to our website for a complete listing of all eligible colleges and universities. All cross-town students must register for AFROTC classes offered at Georgia Tech through the ARCHE Cross-Registration program. For information on the ARCHE Cross-Registration Program, including a list of Points of Contact by Institution, go to:


   To download the ARCHE Cross Registration Application go to:

   [http://www.arche.org/LinkClick.aspx?fileticket=h1rmS6p5Jqc%3d&tabid=611](http://www.arche.org/LinkClick.aspx?fileticket=h1rmS6p5Jqc%3d&tabid=611)

   Please read the form very carefully to ensure proper processing. The *Cross Registration Application* must be submitted **directly to your home institution’s registrar office** no later than 1 December, 2010 unless your home school has an earlier deadline. The Cross Registration Application must be completed on time or you will not be able to join AFROTC.
b. **Georgia Tech Health Center Requirements.** In order to cross-register at Georgia Tech, you must file the Georgia Tech Medical Entrance Form and Certificate of Immunization. These forms can be downloaded at:

http://www.health.gatech.edu/Documents/GTImmATL10.pdf

These forms must be submitted directly (by fax, as indicated) to the Georgia Tech Health Center. Follow the instructions on page one of the forms packet. For additional information on GT Health Center Requirements, go to: http://www.health.gatech.edu/new_students/Pages/default.aspx. **Failure to meet this requirement will result in a registration hold that will prevent you from being scheduled for AFROTC classes.**

7. If you have prior military service, to include prior enrollment in a Service Academy, you must provide a copy of your DD Form 214 as indicated on the New Cadet Checklist. Also, if you have been administratively disenrolled from an officer candidate program in the past (military service academy or any ROTC program in college), you must provide your Form 785 and contact information for the Service Academy or ROTC Unit. In either case, please contact the Unit Admissions Officer to discuss your particular situation.

8. All required forms and documents (New Cadet Checklist items 1-6 and if applicable, items 7-11) must be returned to the Detachment **NO LATER THAN 30 November 2010**. Remember that New Cadet Checklist items 14-18 must be brought with you – do not send these items with your NSO Packet. Also, remember that New Cadet Checklist items 12 and 13 must be coordinated with the appropriate office; Detachment 165 will not process Cross-Registration (item 12) and Georgia Tech Health Center paperwork (item 13).

9. Congratulations on your decision to pursue a career in the United States Air Force! Most of your questions will be answered during NSO, but please don’t hesitate to contact the Unit Admissions Officer, Captain Kyle Garwick, at recruiting@afrotc.gatech.edu or 404-894-7386 if you have any questions. You may also call the Det 165 Office Line at 404-894-4175 for assistance. On behalf of the Det 165 Staff, we all look forward to meeting you, and we’ll see you in Spring Semester 2011!

KYLE B. GARWICK, Captain, USAF
Unit Admissions Officer

Attachments:
1. New Cadet Checklist
2. Prospective Cadet Information Worksheet
3. PTU Worksheet
4. Uniform Worksheet
5. Uniform Size Guide (Male/Female)
6. AFROTC Form 28, Pre-Participatory Sports Physical Form
7. AFROTC Form 35, Certification of Civil Involvements
8. Parking Map and Directions
9. Tentative NSO Schedule
10. AFROTC Program Overview – Standard Program
11. AFROTC Program Overview – Dual-Enrolled GMC Program
12. AFROTC Spring 2011 Curriculum
13. Spring 2011 Class Scheduling Guide
Attachment 1

2011 NEW CADET CHECKLIST

Name (Last, First MI.): ____________________________________________________________

Gender:  MALE  FEMALE  Social Security Number: ________________________________

Phone Number: __________________ Email Address: _______________________________

Will you be attending New Student Orientation on 7 January?  YES  NO

How many guests will you be bringing to NSO? (Up to two guests per new cadet) 0  1  2

If one or more of your guests are active duty military members, rank O-6 or above, or local, state, or federal government officials please provide their official title (or rank) and full name below:

________________________________________________________________________________________

If you have any allergies or special dietary needs (e.g. vegetarian, vegan, etc.) please indicate:

________________________________________________________________________________________

You must complete the following forms and return them to the Detachment:

**Please initial each line to indicate completion**

1. New Cadet Checklist (this form): ____________________________ (INITIAL)

2. Prospective Cadet Information Worksheet: ____________________________ (INITIAL)

3. PTU Worksheet: ____________________________ (INITIAL)

4. Uniform Worksheet:
   (Preferably completed by tailor or seamstress) ____________________________ (INITIAL)

5. AFROTC Form 28, Pre-Participatory Sports Physical Form:
   (MUST be filled out and signed by physician) ____________________________ (INITIAL)

6. AFROTC Form 35 Certification of Civil Involvements: ____________________________ (INITIAL)
Do any of the following apply? (please circle YES or NO)

7. Previous Active Duty Military Service

   YES  NO

If YES, you must submit a copy of your DD Form 214

8. Previous enrollment in a Service Academy (any service)

   YES  NO

If YES, you must submit a copy of your DD Form 214 as well as a copy of your Form 785 (or service equivalent)

9. Previous College (Senior) ROTC experience (any service)

   YES  NO

If YES, and if previously contracted, you must submit a copy of your disenrollment paperwork (Form 785 or equivalent), and the contact information of your previous ROTC Unit.

10. Two or more years of Junior ROTC experience (any service)

    YES  NO

If YES, include a copy of your JROTC completion certificate (if applicable)

11. Previous awards in Civil Air Patrol (CAP)

    YES  NO

If YES, include copies of all CAP Award Certificates

**If you answered YES to one or more of items 7-11, you may be eligible for accreditation of AFROTC Courses; contact the Det Unit Admissions Officer (UAO) for additional information**

If you DO NOT attend Georgia Tech, you MUST complete items 12 and 13

**Please initial each line to indicate completion**

12. ARCHE Cross Registration Application:

    ____________________________  (INITIAL)

This Form must be submitted directly to your Home Institution’s Registrar Office by 1 DECEMBER 2010 (or earlier if required by your school)

13. Georgia Tech Immunization Forms:

    ____________________________  (INITIAL)

The Georgia Tech Medical Entrance and Immunization Certification forms must be submitted directly to the Georgia Tech Health Center by fax as indicated by the instructions included with the forms. These forms must be processed prior to the beginning of the semester. It is very important to submit these forms as soon as possible – a hold will be placed on your registration until the Medical Entrance and Immunization forms are turned in and processed by the Georgia Tech Health Center.

**DO NOT send items 12 and 13 to Detachment 165; Detachment staff WILL NOT process Cross-Registration or Immunization paperwork. Please ensure that both items are completed and submitted to the appropriate office WELL BEFORE the posted due dates. If you have any questions, call the Cross-Registration Coordinator for your institution, the Georgia Tech Health Center, or the Detachment.**
You must bring the following documents with you to NSO:

**Please initial each line to indicate understanding of this requirement**

14. State certified birth certificate with raised seal:  
   __________________________  (INITIAL)

15. Social Security card:  
   __________________________  (INITIAL)

16. Selective Service card (males only):  
   __________________________  (INITIAL)

17. Official ACT/SAT scores:  
   __________________________  (INITIAL)

18. Most recent transcripts:  
   __________________________  (INITIAL)

**Begin to gather items 14 – 18 now, but do not send them to the Detachment with your NSO Package. These documents must be physically brought with you to NSO.** All documents must be Original Documents. If you cannot obtain originals of these documents contact the Det Unit Admissions Officer. Documents will be processed and returned during NSO.

**Statement of Understanding**

I certify that I have thoroughly read this entire NSO Package and understand all requirements and deadlines to join AFROTC. If I have questions, I will contact the Det 165 UAO.

____________________________________  _____________________________________  
PRINT NAME  SIGNATURE  DATE

When this checklist is completed, send items 1 – 6 (including this checklist), and items 7 – 11 if applicable to the Unit Admissions Officer by email, fax, or US Mail.

E-Mail  
recruiting@afrotc.gatech.edu

Subject: New Student Orientation Program

Fax  
404-894-6857

Attn: Unit Admissions Officer

US Mail  
New Student Orientation Program
AFROTC Det 165
151 6th Street NW
2nd Floor, O’Keefe Building
Atlanta, GA 30332-0120

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Prospective Cadet Information

Date: 

Name: 

Address: 

City and State/Province: 

Zip/Postal Code: 

Email Address: 

Home Phone: 

Cell phone: 

Current/Projected College or University 

Select one 

Current/Projected Major: 

Projected Date of Graduation: 

Date of Birth: 

Gender: 

☐ Male ☐ Female 

JROTC Experience? 

☐ NO ☐ YES If Yes, select one 

Civil Air Patrol Awards? 

☐ NO ☐ YES If Yes, select one 

Prior Military Service? 

☐ NO ☐ YES If Yes, select branch 

Prior Service Academy or ROTC Experience? 

☐ NO ☐ YES If Yes, select one 

How did you hear about our Program? 

Select one If Other, please specify
## PHYSICAL TRAINING UNIFORM (PTU) WORKSHEET

**NAME (Last, First, MI.)**

<table>
<thead>
<tr>
<th>PTU ITEM</th>
<th>SIZE</th>
</tr>
</thead>
<tbody>
<tr>
<td>T-Shirt</td>
<td></td>
</tr>
<tr>
<td>Shorts</td>
<td></td>
</tr>
<tr>
<td>Warm-up Jacket</td>
<td></td>
</tr>
<tr>
<td>Warm-up Pants</td>
<td></td>
</tr>
</tbody>
</table>

*Note: The PTU Shorts are like runner’s shorts and tend to be a bit small, so please request one size bigger than what you would otherwise wear. Sizes range from S to XXL.*
Attachment 4

UNIFORM WORKSHEET

NAME (Last, First MI.): ___________________________________________________________
Height (in.): _________________________ Weight (lbs.): ________________________________

Please fill in every applicable line. Take this to a tailor or seamstress in order to get accurate measurements. Then submit this form with the rest of your packet. This information will allow us to order uniform items to meet your needs. All uniforms will be fitted individually when you arrive. Please be as accurate as possible because some items can not be returned once worn.

Use the attached Uniform Size Guide on the next page for measurement descriptions and for reference on items with a *.

<table>
<thead>
<tr>
<th>Male Items</th>
<th>Size</th>
<th>Female Items</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Service Coat</strong></td>
<td></td>
<td><strong>Service Coat</strong></td>
<td></td>
</tr>
<tr>
<td>Use chest size (40, 42…etc)</td>
<td>_______</td>
<td>Size (4, 6, 8…etc)</td>
<td>_______</td>
</tr>
<tr>
<td><strong>Blues Shirt</strong></td>
<td></td>
<td><strong>Blues Shirt</strong></td>
<td></td>
</tr>
<tr>
<td>Neck (15, 15.5…etc)</td>
<td>_______</td>
<td>Size (4, 6, 8…etc)</td>
<td>_______</td>
</tr>
<tr>
<td>Sleeve length (28, 29…etc)</td>
<td>_______</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Trousers</strong></td>
<td></td>
<td><strong>Slacks</strong></td>
<td></td>
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<tr>
<td>Waist (33, 34…etc)</td>
<td>_______</td>
<td>Size (4, 6, 8…etc)</td>
<td>_______</td>
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<tr>
<td>Inseam (30, 32…etc)</td>
<td>_______</td>
<td></td>
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<tr>
<td><strong>Shoes, Oxfords/Boots</strong></td>
<td></td>
<td><strong>Shoes, Oxfords/Boots</strong></td>
<td></td>
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<tr>
<td>Size</td>
<td>_______</td>
<td>Size</td>
<td>_______</td>
</tr>
<tr>
<td><strong>Flight Cap</strong></td>
<td></td>
<td><strong>Flight Cap</strong></td>
<td></td>
</tr>
<tr>
<td>Hat Size (7 3/8, 7 1/2…etc)</td>
<td>_______</td>
<td>Use Head Measurement</td>
<td>_______</td>
</tr>
<tr>
<td><strong>ABU Blouse</strong></td>
<td></td>
<td><strong>ABU Blouse</strong></td>
<td></td>
</tr>
<tr>
<td>Use chest size (40, 42…etc)</td>
<td>_______</td>
<td>Size (4, 6, 8…etc)</td>
<td>_______</td>
</tr>
<tr>
<td><strong>ABU Pants</strong></td>
<td></td>
<td><strong>ABU Pants</strong></td>
<td></td>
</tr>
<tr>
<td>Waist (33, 34…etc)</td>
<td>_______</td>
<td>Size (4, 6, 8…etc)</td>
<td>_______</td>
</tr>
<tr>
<td>Length (short, reg, long, etc)</td>
<td>_______</td>
<td>Length (short, reg, long, etc)</td>
<td>_______</td>
</tr>
<tr>
<td><strong>ABU Cap</strong></td>
<td></td>
<td><strong>ABU Cap</strong></td>
<td></td>
</tr>
<tr>
<td>Hat Size (7 3/8, 7 1/2…etc)</td>
<td>_______</td>
<td>Hat Size (7 3/8, 7 1/2…etc)</td>
<td>_______</td>
</tr>
</tbody>
</table>
How to make measurements:

Head – Measure around the largest part of the head, with tape above brow. Males: convert to hat size using the chart above.

Neck (males) – Wrap tape around neck at point where collared shirt usually rests. Don’t make the tape too tight, or else the shirt will be tight.

Sleeve length – With arm relaxed at your side and slightly bent, measure from center of neck back, over point of shoulder, down the outside of the arm to the wrist.

Chest – Loop the measuring tape just under the arms and across the shoulder blades. Keep tape level and taught.

Waist – Measure around your natural waistline. Use other dress pants you have as a reference. If between sizes, order next larger size.

Inseam – Measure pants that fit you well. Lay them flat, with the front and back creased smooth. Measure along the inseam from crotch to bottom of leg hem

Bust (females) – Measure around the chest at the fullest point of the bust.

Hips/Seat (females) – Measure around fullest point of seat while standing.
**AIR FORCE ROTC PRE-PARTICIPATORY SPORTS PHYSICAL**

1. **CADET/APPLICANT NAME**  
2. **AFROTC DETACHMENT**

**MEDICAL AUTHORITY:** Measure height and weight of cadet/applicant. Compare results to AF standards located below.  
**AFROTC CADRE:** If cadet/applicant exceeds AF weight standards, conduct a Body Fat Measurement IAW 1308.3, then check the applicable block.

### 3. CADET/APPLICANT MEASUREMENTS

<table>
<thead>
<tr>
<th></th>
<th>HEIGHT</th>
<th>WEIGHT</th>
</tr>
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<tbody>
<tr>
<td>MINIMUM</td>
<td></td>
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<tr>
<td>MAXIMUM</td>
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</table>

### 4. AIR FORCE WEIGHT STANDARDS

<table>
<thead>
<tr>
<th></th>
<th>MALES: WAIST - NECK</th>
<th>FEMALES: WAIST + HIP - NECK</th>
</tr>
</thead>
<tbody>
<tr>
<td>MINIMUM</td>
<td></td>
<td></td>
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<tr>
<td>MAXIMUM</td>
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</tbody>
</table>

**Note:** To be done if candidate exceeds maximum AF weight.

### 5. BODY FAT MEASUREMENT

<table>
<thead>
<tr>
<th></th>
<th>FEMALE</th>
<th>MALE</th>
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</thead>
<tbody>
<tr>
<td>29 YEARS AND YOUNGER</td>
<td>- 28%</td>
<td>- 20%</td>
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<tr>
<td>30 YEARS AND OLDER</td>
<td>- 32%</td>
<td>- 24%</td>
</tr>
</tbody>
</table>

### 6. CHECK APPLICABLE BOX

- IS WITHIN AIR FORCE WEIGHT STANDARDS  
- EXCEEDS AIR FORCE WEIGHT STANDARDS  
- IS BELOW AIR FORCE WEIGHT STANDARDS

**MEDICAL AUTHORITY CERTIFICATION**

7. **(FOR MEDICAL AUTHORITY):** PLEASE REVIEW THE ABOVE INFORMATION. CONDUCT COUNSELING BELOW IN APPLICABLE AREAS, AND SIGN AT THE BOTTOM.

1. (print name) ____________________________, HAVE EXAMINED THIS CADET/APPLICANT AND REVIEWED HIS/HER MEDICAL HISTORY. THE FOLLOWING ARE THE RESULTS:

8. **(IF CADET/APPLICANT IS BELOW AIR FORCE WEIGHT STANDARDS)**

I CERTIFY THIS CADET/APPLICANT'S LEAN BODY MASS POSES NO HEALTH RISK; NO SIGNS OF ANOREXIA OR BULIMIA EXIST. I HAVE DISCUSSED THE IMPORTANCE OF NUTRITION AND WEIGHT MANAGEMENT. ____________________________ (Medical Authority Initials)

9. **(FOR CADET/APPLICANT EXCEEDS AIR FORCE WEIGHT STANDARDS)**

I HAVE DISCUSSED APPROPRIATE AND SAFE WEIGHT LOSS WITH THE CADET/APPLICANT. ____________________________ (Medical Authority Initials)

10. **(FOR ALL)**

I FOUND / DID NOT FIND (please circle one) MEDICAL CONDITION(S) OR PHYSICAL IMPAIRMENT(S) THAT WOULD PRECLUDE THIS CADET/APPLICANT FROM PARTICIPATING IN A RIGOROUS PHYSICAL TRAINING PROGRAM.

11. **NOTE:** IF A MEDICAL CONDITION/PHYSICAL IMPAIRMENT EXISTS THAT MAY PRECLUDE THE INDIVIDUAL FROM PARTICIPATING, PLEASE EXPLAIN.

<table>
<thead>
<tr>
<th>PHYSICIAN OR MEDICAL AUTHORITY SIGNATURE</th>
<th>EXAMINATION DATE</th>
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**AFROTC FORM 28, 20080422**
# Maximum and Minimum Air Force Allowable Weight Standards

**Table 1. Maximum Allowable Weights for BMI of 27.5 (Regardless of Age) (58 - 80 Inches)**

| Height (Inches) | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 |
|-----------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Maximum Weight | 131| 136| 141| 145| 150| 155| 160| 165| 170| 175| 180| 186| 191| 197| 202| 205| 214| 220| 225| 231| 237| 244| 250|

**Table 2. Minimum Allowable Weights for BMI of 19.0 (58 - 80 Inches)**

| Height (Inches) | 58 | 59 | 60 | 61 | 62 | 63 | 64 | 65 | 66 | 67 | 68 | 69 | 70 | 71 | 72 | 73 | 74 | 75 | 76 | 77 | 78 | 79 | 80 |
|-----------------|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|
| Maximum Weight | 91 | 94 | 97 | 100| 104| 107| 110| 114| 117| 121| 125| 128| 132| 136| 140| 144| 148| 152| 156| 160| 164| 168| 172|
CERTIFICATION OF INVOLVEMENTS WITH CIVIL, MILITARY OR SCHOOL AUTHORITIES/LAW ENFORCEMENT OFFICIALS

I. STATEMENT TO THE APPLICANT/CADET

A. The Detachment Commander must know if you have ever been arrested, convicted, involved with law enforcement officials or authorities for him/her to determine if you meet the character requirements for membership in Air Force ROTC. It is necessary for you to report any involvement with civil, military, or school authorities/law enforcement officials regardless of its insignificance, disposition, or finding on the certification provided below. Include traffic violations and any incidents which resulted in you being judged a juvenile offender. A finding of not guilty or advice by an attorney, court official, or anyone else to consider your record as clear does not constitute authority to leave the involvement off of the certification.

B. In the future, you must report any civil involvements to the Detachment Commander or his/her designated representatives within 72 hours following its occurrence. If such incidents occur during a period of leave from the institution (e.g., student teaching or foreign study), attendance at Field Training, or during normal vacation periods, the 72-hour time limit will apply effective with the official date of your return to the institution.

C. Concealing or failing to report an involvement with civil, military, or school authorities/law enforcement officials, giving false information or claiming subsequent to initial certification that you were unaware of the contents of this document may result in elimination from consideration for membership in the Air Force ROTC program; or, if already a member, may result in your discontinuance from the Air Force ROTC program. The information reported on this certification form will be treated as confidential matter, subject to the provisions of the Privacy Act of 1974 and the Freedom of Information Act.

II. CERTIFICATION I

<table>
<thead>
<tr>
<th>TYPE OF INVOLVEMENT / ORIGINAL CITATION</th>
<th>DATE OF INVOLVEMENT</th>
<th>NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT</th>
<th>DISPOSITION/FINDING AND SENTENCE</th>
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</table>

WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE?

☐ YES ☐ NO

WAS THE USE OF DRUGS OR ALCOHOL CITED?

☐ YES ☐ NO

ACTION

☐ NO ACTION REQUIRED ☐ CORROBORATION REQUESTED

☐ WAIVER GRANTED ☐ CORROBORATION RECEIVED

☐ WAIVER DENIED ☐ REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP

SIGNATURE OF CADET _ _ _ _ DATE _ _ _ _

REMARKS/COUNSELING

Cadet has been counseled that his/her conduct will be closely monitored and any future involvements with authorities may result in disenrollment investigation/dismissal. Cadet’s initials of acknowledgement: ________

SIGNATURE OF AUTHORIZED REPRESENTATIVE _ _ _ _ GRADE _ _ _ _ DATE _ _ _ _

AFROTC FORM 35, 20100719 PREVIOUS EDITIONS ARE OBSOLETE.
### III. CERTIFICATION II

<table>
<thead>
<tr>
<th>TYPE OF INVOLVEMENT / ORIGINAL CITATION</th>
<th>DATE OF INVOLVEMENT</th>
<th>NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT</th>
<th>DISPOSITION/FINDING AND SENTENCE</th>
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<tr>
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<td></td>
<td></td>
</tr>
</tbody>
</table>

**WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE?**

- [ ] YES
- [ ] NO

**WAS THE USE OF DRUGS OR ALCOHOL CITED?**

- [ ] YES
- [ ] NO

**ACTION**

- [ ] NO ACTION REQUIRED
- [ ] WAIVER GRANTED
- [ ] WAIVER DENIED
- [ ] REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP

**CORROBORATION REQUESTED**

- [ ] CORROBORATION RECEIVED

**SIGNATURE OF CADET**

- [ ] YES
- [ ] NO

**DATE**

- [ ] YES
- [ ] NO

**SIGNATURE OF CADET**

- [ ] WAIVER DENIED

**DATE REQUESTED FOR WAIVER FORWARDED TO AFROTC/RRFP**

- [ ] WAIVER GRANTED

**SIGNATURE OF AUTHORIZED REPRESENTATIVE**

- [ ] WAIVER DENIED REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP

**GRADE**

- [ ] APPROVED

**DATE**

- [ ] DISAPPROVED

**REMARKS/COUNSELING**

Cadet has been counseled that his/her conduct will be closely monitored and any future involvements with authorities may result in disenrollment investigation/dismissal. Cadet’s initials of acknowledgement: ________

<table>
<thead>
<tr>
<th>SIGNATURE OF AUTHORIZED REPRESENTATIVE</th>
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### IV. CERTIFICATION III

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<th>NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT</th>
<th>DISPOSITION/FINDING AND SENTENCE</th>
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</tbody>
</table>

**WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE?**

- [ ] YES
- [ ] NO

**WAS THE USE OF DRUGS OR ALCOHOL CITED?**

- [ ] YES
- [ ] NO

**ACTION**

- [ ] NO ACTION REQUIRED
- [ ] WAIVER GRANTED
- [ ] WAIVER DENIED
- [ ] REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP

**CORROBORATION REQUESTED**

- [ ] CORROBORATION RECEIVED

**SIGNATURE OF CADET**

- [ ] YES
- [ ] NO

**DATE**

- [ ] YES
- [ ] NO

**SIGNATURE OF CADET**

- [ ] WAIVER DENIED

**DATE REQUESTED FOR WAIVER FORWARDED TO AFROTC/RRFP**

- [ ] WAIVER GRANTED

**SIGNATURE OF AUTHORIZED REPRESENTATIVE**

- [ ] WAIVER DENIED REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP

**GRADE**

- [ ] APPROVED

**DATE**

- [ ] DISAPPROVED

**REMARKS/COUNSELING**

Cadet has been counseled that his/her conduct will be closely monitored and any future involvements with authorities may result in disenrollment investigation/dismissal. Cadet’s initials of acknowledgement: ________

<table>
<thead>
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<th>DATE</th>
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<tr>
<td></td>
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<td></td>
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</tbody>
</table>

AFROTC FORM 35, 20100719  REVERSE
Attachment 8

Air Force ROTC Det 165 New Student Orientation Parking

Det Address:
151 6th Street NW
Atlanta, GA 30313

Garage Address:
770 Spring St NW
Atlanta, GA 30308

Driving Directions
Driving north on I-75/85 into Atlanta:
Take Exit #250 (10th/14th St). Turn left (west) onto 10th St at the top of the exit ramp. Continue down 10th St and turn left onto Fowler St. Then take the 2nd left onto 6th St. O’Keefe Bldg sits at top of hill on the left.

Driving south on I-75/85 into Atlanta:
Take Exit #249D (North Ave). At the top of the exit ramp, turn right onto North Ave. Turn right onto Techwood Dr (the first light). Techwood ends at 6th St. O’Keefe Bldg sits directly in front of Techwood Dr.

MARTA:
North/South to Mid Town station. Walk three blocks west on 10th St to campus. Take a left onto Fowler St then left onto 6th St.
<table>
<thead>
<tr>
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<th>Event Description</th>
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<tbody>
<tr>
<td>0900</td>
<td>Registration/Reception</td>
</tr>
<tr>
<td>0915</td>
<td>Welcome &amp; Introductions</td>
</tr>
<tr>
<td>0930</td>
<td>AFROTC Program Overview</td>
</tr>
<tr>
<td>1000</td>
<td>Foreign Language Program Briefing</td>
</tr>
<tr>
<td>1015</td>
<td>Cadet Wing Commander Welcome</td>
</tr>
<tr>
<td>1030</td>
<td>Breakout Session</td>
</tr>
<tr>
<td>GROUP 1: Paperwork</td>
<td></td>
</tr>
<tr>
<td>GROUP 2: Weigh-In / Uniform Issue</td>
<td></td>
</tr>
<tr>
<td>GROUP 3: Weigh-In / Uniform Issue</td>
<td></td>
</tr>
<tr>
<td>GUESTS: Q&amp;A Session with UAO, COC, Cadet Panel</td>
<td></td>
</tr>
<tr>
<td>1130</td>
<td>Breakout Session</td>
</tr>
<tr>
<td>GROUP 1: Weigh-In / Uniform Issue</td>
<td></td>
</tr>
<tr>
<td>GROUP 2: Paperwork</td>
<td></td>
</tr>
<tr>
<td>GROUP 3: Scholarship Briefing</td>
<td></td>
</tr>
<tr>
<td>Det Facilities/Tour</td>
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</tr>
<tr>
<td>GUESTS: Scholarship Briefing</td>
<td></td>
</tr>
<tr>
<td>Det Facilities/Tour</td>
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</tr>
<tr>
<td>1230</td>
<td>Lunch</td>
</tr>
<tr>
<td>1330</td>
<td>Breakout Session</td>
</tr>
<tr>
<td>GROUP 1: Scholarship Briefing</td>
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</tr>
<tr>
<td>Det Facilities/Tour</td>
<td></td>
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<tr>
<td>GROUP 2: Scholarship Briefing</td>
<td></td>
</tr>
<tr>
<td>Det Facilities/Tour</td>
<td></td>
</tr>
<tr>
<td>GROUP 3: Paperwork</td>
<td></td>
</tr>
<tr>
<td>GUESTS: NO PLANNED ACTIVITY</td>
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</tr>
<tr>
<td>1430</td>
<td>Conclusion</td>
</tr>
</tbody>
</table>
Attachment 10

Standard AFROTC College Program

General Military Course

AS 100
- 1 Credit Class
  • FA: AS1110
  • SP: AS1120
- 1 Credit LAB
  • FA: AS1111
  • SP: AS1121

AS 200
- 1 Credit Class
  • FA: AS2210
  • SP: AS2220
- 1 Credit LAB
  • FA: AS2211
  • SP: AS2221

AS 300
- 3 Credit Class
  • FA: AS3310
  • SP: AS3320
- 1 Credit LAB
  • FA: AS3311
  • SP: AS3321

AS 400
- 3 Credit Class
  • FA: AS4410
  • SP: AS4420
- 1 Credit LAB
  • FA: AS4411
  • SP: AS4421

AS 700/800
- Only Approved 5-year Technical Majors
- “Completed Cadet”
- 1 Credit LAB
  • FA: AS4411
  • SP: AS4421

Field Training
Summer between AS 200 and AS 300
4 Week Training Program
Maxwell AFB, AL

FA = Fall Semester
SP = Spring Semester

Professional Officer Course

Junior

Sophomore

Senior

5th Year

GRADUATE & COMMISSION
Active Duty (4 years)

Professional Development Training
Programs Available during Summers not attending Field Training
Attachment 11
Dual Enrolled GMC Program

General Military Course

**AS 250**
- 2 - 1 Credit Classes
  - FA: AS1110, AS2210
  - SP: AS1120, AS2220
- 1 Credit LAB
  - FA: AS2211
  - SP: AS2221

Professional Officer Course

**AS 300**
- 3 Credit Class
  - FA: AS3310
  - SP: AS3320
- 1 Credit LAB
  - FA: AS3311
  - SP: AS3321

**AS 400**
- 3 Credit Class
  - FA: AS4410
  - SP: AS4420
- 1 Credit LAB
  - FA: AS4411
  - SP: AS4421

**AS 700/800**
- Only Approved 5-year Technical Majors
- “Completed Cadet”
- 1 Credit LAB
  - FA: AS4411
  - SP: AS4421

Field Training

Summer between AS 250 and AS 300
4 Week Training Program
Maxwell AFB, AL

FA = Fall Semester
SP = Spring Semester

Professional Development Training Programs Available during Summers not attending Field Training

GRADUATE & COMMISSION
Active Duty (4 years)
Attchment 12
CURRICULUM

Cadet Physical Training (PT): Wed, Fri – 0600-0700; Tues, Thurs– 1535-1635 -- 2 per week are required

<table>
<thead>
<tr>
<th>CRN</th>
<th>Subject</th>
<th>Course</th>
<th>Section</th>
<th>Cred. Hrs.</th>
<th>Title</th>
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<th>Time</th>
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**Air Force Aerospace Studies** (Spring Semester 2011)

**Time**

<table>
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<th>Time</th>
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<th>Tuesday</th>
<th>Wednesday</th>
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<td>PT Session #3</td>
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To be eligible for membership in Air Force ROTC, you must have a projected graduation date of FALL 2013 or later. If your projected graduation date is prior to FALL 2013, one or more of the following situations must apply to you in order to be eligible for AFROTC:**

- Active Duty Military Service (in any service) totaling 180 days or more, with a separation date LATER THAN January 2008
- 3 Semesters or more of previous participation in a college ROTC program or Service Academy (any service)
- Recipient of the Carl A Spaatz Award in Civil Air Patrol

**If one or more of these situations apply, AFROTC membership is not guaranteed for prospective cadets graduating prior to Fall 2013. You must contact the Det to discuss your particular situation.

NEW CADET AFROTC CLASSES FOR SPRING 2011

Projected Graduation Date of FALL 2013 (or later):

1) **Course Title: Foundations of the AF II**
   - Day: T (Tuesday)
   - Subject (Dept. Prefix): AS
   - Course Number: 1120
   Schedule the Section that best fits your schedule:

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<th>Credit Hours</th>
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</thead>
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<td>20685</td>
<td>10:35am – 11:25am</td>
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<tr>
<td>B</td>
<td>26002</td>
<td>1:35pm – 2:25pm</td>
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2) **Course Title: Leadership Laboratory**
   - Days: T R (Tuesday and Thursday)
   - Subject (Dept. Prefix): AS
   - Course Number: 1121

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<tr>
<td>A</td>
<td>20686</td>
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</tr>
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</table>

Projected Graduation Date PRIOR TO FALL 2013:

**Contact the Unit Admissions Officer**