



DEPARTMENT OF THE AIR FORCE
AIR FORCE ROTC DETACHMENT 165

1 November 2010

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:

<http://www.arche.org/Collaboration/CrossRegistration/ParticipatingInstitutions/tabid/611/Default.aspx>

To download the *ARCHE Cross Registration Application* go to:

<http://www.arche.org/LinkClick.aspx?fileticket=h1rnS6p5Jqc%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.



151 6th St NW
 Atlanta GA 30332-0120
 Phone: (404) 894-4175
 Fax: (404) 894-6857
 www.afrotc.gatech.edu

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

High School Student?
 YES NO

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

If Yes, number of years of Active Duty Service

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

Attachment 3
PHYSICAL TRAINING UNIFORM (PTU) WORKSHEET

NAME (Last, First, MI.) _____

PTU ITEM	SIZE
T-Shirt	_____
Shorts	_____
Warm-up Jacket	_____
Warm-up Pants	_____

*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 *.

<u>Male Items</u>	<u>Size</u>	<u>Female Items</u>	<u>Size</u>
Service Coat		Service Coat*	
Use chest size (40, 42...etc)	_____	Size (4, 6, 8...etc)	_____
Blues Shirt		Blues Shirt*	
Neck (15, 15.5...etc)	_____	Size (4, 6, 8...etc)	_____
Sleeve length (28, 29...etc)	_____		
Trousers		Slacks*	
Waist (33, 34...etc)	_____	Size (4, 6, 8...etc)	_____
Inseam (30, 32...etc)	_____		
Shoes, Oxfords/Boots		Shoes, Oxfords/Boots	
Size	_____	Size	_____
Flight Cap*		Flight Cap	
Hat Size (7 ^{3/8} , 7 ^{1/2} ...etc)	_____	Use Head Measurement	_____
ABU Blouse		ABU Blouse*	
Use chest size (40, 42...etc)	_____	Size (4, 6, 8...etc)	_____
ABU Pants		ABU Pants*	
Waist (33, 34...etc)	_____	Size (4, 6, 8...etc)	_____
Length (short, reg, long, etc)	_____	Length (short, reg, long, etc)	_____
ABU Cap*		ABU Cap*	
Hat Size (7 ^{3/8} , 7 ^{1/2} ...etc)	_____	Hat Size (7 ^{3/8} , 7 ^{1/2} ...etc)	_____

Attachment 5
UNIFORM SIZE GUIDE

Men's Hat Size Conversions (in inches)						
Size	XS		S		M	
	6 ¹ / ₂	6 ⁵ / ₈	6 ³ / ₄	6 ⁷ / ₈	7	7 ¹ / ₈
Head	20 ¹ / ₂	20 ³ / ₄	21 ¹ / ₈	21 ¹ / ₂	21 ⁷ / ₈	22 ¹ / ₄
Size	L		XL		XXL	
	7 ¹ / ₄	7 ³ / ₈	7 ¹ / ₂	7 ⁵ / ₈	7 ³ / ₄	7 ⁷ / ₈
Head	22 ⁵ / ₈	23	23 ¹ / ₂	23 ⁷ / ₈	24 ¹ / ₄	24 ⁵ / ₈

Misses' Body Measurements (in inches)										
Size	XS	S	M		L		XL			
	4	6	8	10	12	14	16	18	20	
Bust	33 ¹ / ₂	34 ¹ / ₂	35 ¹ / ₂	36 ¹ / ₂	38	39 ¹ / ₂	41	43	45	
Waist	25 ¹ / ₂	26 ¹ / ₂	27 ¹ / ₂	28 ¹ / ₂	30	31 ¹ / ₂	33	35	37	
Hips/ Seat	35 ¹ / ₂	36 ¹ / ₂	37 ¹ / ₂	38 ¹ / ₂	40	41 ¹ / ₂	43	45	47	
Reg. Sleeve	29 ¹ / ₂	30	30 ¹ / ₂	31	31 ¹ / ₂	32	32 ¹ / ₂	33		
Petite Sleeve	28 ¹ / ₄	28 ³ / ₄	29 ¹ / ₄	29 ³ / ₄	30 ¹ / ₄	30 ³ / ₄	31 ¹ / ₄	31 ³ / ₄		
Tall Sleeve	30 ¹ / ₂	31	31 ¹ / ₂	32	32 ¹ / ₂	33	33 ¹ / ₂	34		
Height	Petite: 5'3" and under					Regular: 5'3 ¹ / ₂ " - 5'6"				
	Medium Tall: 5'6 ¹ / ₂ " - 5'8 ¹ / ₂ "					Tall: 5'9" and over				

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

HEIGHT

WEIGHT

4. AIR FORCE WEIGHT STANDARDS
Reference Tables on Page 2

MINIMUM

MAXIMUM

5. BODY FAT MEASUREMENT
MALES: WAIST - NECK
FEMALES: WAIST + HIP - NECK*Note: To be done if candidate
exceeds maximum AF weight*

AIR FORCE BODY FAT STANDARDS

FEMALE

29 YEARS AND YOUNGER - 28%

30 YEARS AND OLDER - 32%

MALE

29 YEARS AND YOUNGER - 20%

30 YEARS AND OLDER - 24%

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.I, *(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.

PHYSICIAN OR MEDICAL AUTHORITY SIGNATURE

EXAMINATION DATE

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 (POUNDS)	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 (POUNDS)	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 your 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.

CERTIFICATE

I, _____ CERTIFY THAT THE INFORMATION CONTAINED IN THE FOLLOWING CERTIFICATIONS INCLUDES ALL ARRESTS, DETENTIONS, CONVICTIONS, INVOLVEMENTS, ETC., THAT I HAVE HAD WITH CIVIL, MILITARY (INCLUDING ART. 15S), OR SCHOOL AUTHORITIES/LAW ENFORCEMENT OFFICIALS REGARDLESS OF DISPOSITION OR SEEMING INSIGNIFICANCE. THE LISTS ARE COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND BELIEF.

II. CERTIFICATION I

TYPE OF INVOLVEMENT / ORIGINAL CITATION	DATE OF INVOLVEMENT	NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT	DISPOSITION/FINDING AND SENTENCE

WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE? <input type="checkbox"/> YES <input type="checkbox"/> NO	WAS THE USE OF DRUGS OR ALCOHOL CITED? <input type="checkbox"/> YES <input type="checkbox"/> NO	ACTION <input type="checkbox"/> NO ACTION REQUIRED CORROBORATION REQUESTED _____ <input type="checkbox"/> WAIVER GRANTED CORROBORATION RECEIVED _____ <input type="checkbox"/> WAIVER DENIED REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
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
--	-------	------

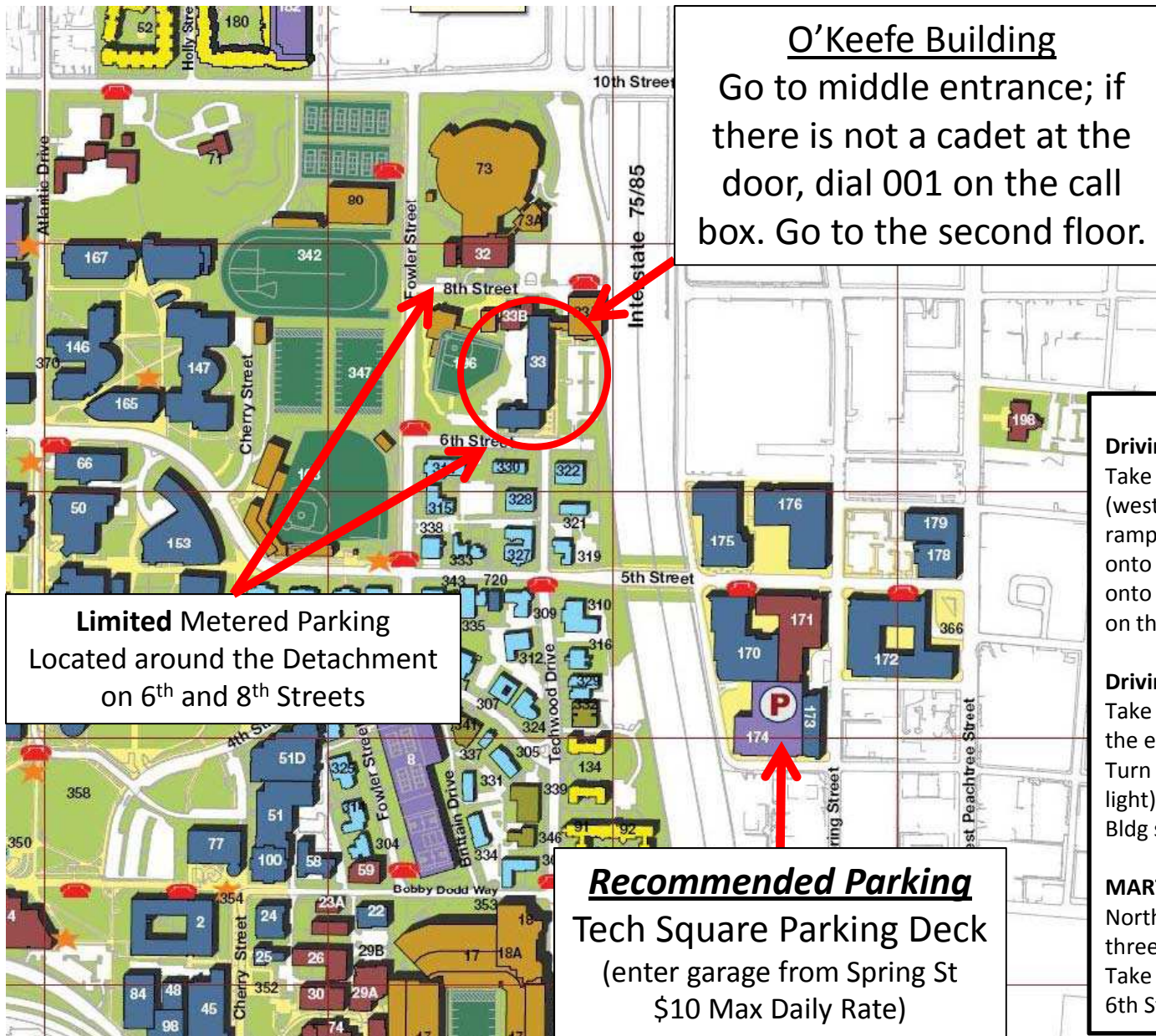
FOR OFFICIAL USE (When filled in)

III. CERTIFICATION II			
TYPE OF INVOLVEMENT / ORIGINAL CITATION	DATE OF INVOLVEMENT	NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT	DISPOSITION/FINDING AND SENTENCE
WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE? <input type="checkbox"/> YES <input type="checkbox"/> NO		WAS THE USE OF DRUGS OR ALCOHOL CITED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
SIGNATURE OF CADET		DATE	ACTION <input type="checkbox"/> NO ACTION REQUIRED CORROBORATION REQUESTED _____ <input type="checkbox"/> WAIVER GRANTED CORROBORATION RECEIVED _____ <input type="checkbox"/> WAIVER DENIED REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> 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: _____			
SIGNATURE OF AUTHORIZED REPRESENTATIVE		GRADE	DATE

IV. CERTIFICATION III			
TYPE OF INVOLVEMENT / ORIGINAL CITATION	DATE OF INVOLVEMENT	NAME AND ADDRESS OF ARRESTING AUTHORITY/COURT	DISPOSITION/FINDING AND SENTENCE
WERE YOU DETAINED, CONFINED, OR PLACED ON PROBATION FOR ANY OF THE ABOVE? <input type="checkbox"/> YES <input type="checkbox"/> NO		WAS THE USE OF DRUGS OR ALCOHOL CITED? <input type="checkbox"/> YES <input type="checkbox"/> NO	
SIGNATURE OF CADET		DATE	ACTION <input type="checkbox"/> NO ACTION REQUIRED CORROBORATION REQUESTED _____ <input type="checkbox"/> WAIVER GRANTED CORROBORATION RECEIVED _____ <input type="checkbox"/> WAIVER DENIED REQUEST FOR WAIVER FORWARDED TO AFROTC/RRFP _____ <input type="checkbox"/> APPROVED <input type="checkbox"/> 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: _____			
SIGNATURE OF AUTHORIZED REPRESENTATIVE		GRADE	DATE

Attachment 8

Air Force ROTC Det 165 New Student Orientation Parking



O'Keefe Building
Go to middle entrance; if there is not a cadet at the door, dial 001 on the call box. Go to the second floor.

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 10thSt to campus. Take a left onto Fowler St then left onto 6th St.

Limited Metered Parking
Located around the Detachment on 6th and 8th Streets

Recommended Parking
Tech Square Parking Deck
(enter garage from Spring St
\$10 Max Daily Rate)



Attachment 9

TENTATIVE New Student Orientation



- 0900** **Registration/Reception**
- 0915** **Welcome & Introductions**
- 0930** **AFROTC Program Overview**
- 1000** **Foreign Language Program Briefing**
- 1015** **Cadet Wing Commander Welcome**
- 1030** **Breakout Session**
GROUP 1: Paperwork
GROUP 2: Weigh-In / Uniform Issue
GROUP 3: Weigh-In / Uniform Issue
GUESTS: Q&A Session with UAO, COC, Cadet Panel
- 1130** **Breakout Session**
GROUP 1: Weigh-In / Uniform Issue
GROUP 2: Paperwork
GROUP 3: Scholarship Briefing
 Det Facilities/Tour
GUESTS: Scholarship Briefing
 Det Facilities/Tour
- 1230** **Lunch**
- 1330** **Breakout Session**
GROUP 1: Scholarship Briefing
 Det Facilities/Tour
GROUP 2: Scholarship Briefing
 Det Facilities/Tour
GROUP 3: Paperwork
GUESTS: NO PLANNED ACTIVITY
- 1430** **Conclusion**



Standard AFROTC College Program



Freshman

Sophomore

Junior

Senior

5th Year

General Military Course

Professional Officer 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

GRADUATE & COMMISSION
Active Duty
(4 years)

Field Training

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

Professional Development Training Programs Available during Summers not attending Field Training

FA = Fall Semester
SP = Spring Semester



Dual Enrolled GMC Program

Sophomore

Junior

Senior

5th Year

General Military Course

Professional Officer Course

AS 250

- 2 - 1 Credit Classes
- FA: AS1110, AS2210
- SP: AS1120, 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


GRADUATE &
COMMISSION
Active Duty
(4 years)

Field Training

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

Professional Development Training Programs Available during Summers not attending Field Training

FA = Fall Semester
SP = Spring Semester

Attachment 12
CURRICULUM

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

Air Force Aerospace Studies					(Spring Semester 2011)			
CRN	Subject	Course	Section	Cred. Hrs.	Title	Days	Time	Location
20685	AS	1120	A	1	Foundations of the AF II	T	10:35 am-11:25 am	O'Keefe 202
26002	AS	1120	B	1	Foundations of the AF II	T	01:35 pm-02:25 pm	O'Keefe 202
20686	AS	1121	A	1	Leadership Laboratory	TR	12:05 pm-12:55 pm	O'Keefe 209
20688	AS	2220	A	1	US Air & Space Power II	R	10:35 am-11:25 am	O'Keefe 202
26004	AS	2220	B	1	US Air & Space Power II	R	01:35 pm-02:25 pm	O'Keefe 202
20689	AS	2221	A	1	Leadership Laboratory	TR	12:05 pm-12:55 pm	O'Keefe 209
20690	AS	3320	A	3	Leadership Studies II	TR	01:35 pm-02:55 pm	O'Keefe 202
20691	AS	3321	A	1	Leadership Laboratory	TR	12:05 pm-12:55 pm	O'Keefe 209
20692	AS	4420	A	3	Prep for Active Duty	TR	10:05 am-11:25 am	O'Keefe 202
20693	AS	4421	A	1	Leadership Laboratory	TR	12:05 pm-12:55 pm	O'Keefe 209

TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
0600			0600 - 0700 PT Session #2		0600 - 0700 PT Session #4
0630					
0930					
1000		AS4420		AS4420	
1030		AS1120 SECTION A 1035-1125	SECTION A 1005-1125	AS2220 SECTION A 1035-1125	SECTION A 1005-1125
1100					
1130					
1200		LLAB 1205-1255		LLAB 1205-1255	
1230					
1300					
1330		AS1120 SECTION B 1335-1425	AS3320 SECTION A 1335-1455	AS2220 SECTION B 1335-1425	AS3320 SECTION A 1335-1455
1400					
1430					
1500					
1530		1535 - 1635 PT Session #1		1535 - 1635 PT Session #3	
1600					

Attachment 13
CLASS SCHEDULING INFO

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:

Section	Computer Number (CRN)	Time	Credit Hours
A	20685	10:35am – 11:25am	1
B	26002	1:35pm – 2:25pm	1

2) **Course Title: Leadership Laboratory**

Days: T R (Tuesday and Thursday)

Subject (Dept. Prefix): AS

Course Number: 1121

Section	Computer Number (CRN)	Time	Credit Hours
A	20686	12:05pm -12:55pm	1

Projected Graduation Date PRIOR TO FALL 2013:

****Contact the Unit Admissions Officer****