



AFROTC WINGS Account Creation Guide

Please follow this guide to create a mandatory account in WINGS; it should take approximately 30 minutes.

Create a WINGS account

Go to: <https://wings.holmcenter.com>

Signon

User ID

Password

Sign In

CAC Signon

 Insert your CAC
to begin login

LOG IN

Quick Links

Related Websites

[HolmCenter.com \(public site\)](#)

[AFROTC.com](#)

[Air University Website](#)

Register to . . .

[Become an AFJROTC Instructor](#)

[AFROTC 4 year scholarship](#)

[Create AFROTC Cadet account](#)

[Apply for AFROTC](#)

[Reset User Password](#)



**Jeanne M. Holm Center
for Officer Accessions
and Citizen Development**

[Fact Sheet](#)

[Website](#)



**Reserve Officer Training
Corps (ROTC)**

[Fact Sheet](#)

[Have a recruiter contact me](#)

[Website](#)

[Apply for AFROTC](#)

[Current ROTC Cadet registration](#)

Click
"Apply for
AFROTC"

Create Username / Password

Account Creation (eMail addr will be your userid)

*E-Mail

Confirm E-Mail

*Password

*Confirm Password

Min. Password Len: 12 Containing Min... 2 Special Chars 2 Numbers 1 Upper Case 1 Lower Case

If you forget your password, you can have a new password emailed to you.
Enter a question and your response below. These will be used to authenticate you.

*Question:

*Response:

* indicates required field

Use your University E-mail when you create your account, this will also be your User ID

After you click submit close this window and wait for the activation email

You must safeguard your username/password as you will continue to use this account until your commissioning

Activate Account

An activation code was sent via e-mail to `jdoe123@umn.edu`. Enter that code below to activate this account. NOTE: Please check your spam/junk folder if you do not see the e-mail in your Inbox.

After verification, sign on to continue your application.

Resend Code

*Activation Code:

SUBMIT

Enter activation code from your e-mail.

Email may take a few minutes.

Prospect To Do List

Quick Links

[Related Websites](#)
[AFROTC.com](#)
[Air University Website](#)

[Self Service](#)
[My Application To Do List](#)

[Manage My Account](#)
[Change My Password](#)

ROTC Prospect To Do List

My To Do List

Click Here to start

Intend to Commission	Last Update Date/Time
My Profile	<input type="checkbox"/> Start here
Education	<input type="checkbox"/> Your profile must be completed before starting Education
Acknowledgements	<input type="checkbox"/> Optional if not pursuing a commission
Citizenship	<input type="checkbox"/> Optional if not pursuing a commission
Review & Submit	<input type="checkbox"/>

Now that your account is created, complete your ROTC prospect to do list.

Create Profile

Contact Profile

My Profile

User ID [REDACTED]@gmail.com

Personal

*First Name

Middle Name

*Last Name

*Gender Suffix

*Date of Birth

Current Residence

*Country *State

*City

*ZIP Code

Primary Phone Number

Phone #

Intend to Commission

☒ Yes, I want to be an Air Force Officer

☐ No, I just want to take an Air Force ROTC class

OK Cancel Apply

Provide Full middle name if applicable

Provide suffix if applicable

Preferably your cell phone number

Select **NO** if you do not want to join the program and only want to take Air Force classes.

Fill in your information, click Apply to save and OK to continue

Education Preferences

Answer questions

Education Background & Preferences

Age on December 31st between 17 and 26?: ☒

Highest Diploma/Degree Conferred

Will you complete High School (or equivalent) by Fall 2018?

Will you enroll in college Full-Time during the Fall 2017?

Will you enroll in college Full-Time during the Fall 2018?

Preferred Colleges, Universities & Detachments

- ☐ Historically Black College ☐ Military Institution
☐ Hispanic Serving Institution ☐ Private School
☐ Minority Institution ☒ Show All

State

Personalize Find View All First 1-8 of 24 Last		
Checkbox Y/N	Enroll At	AF ROTC Classes At
<input type="checkbox"/>	Anoka-Ramsey Community College, MN	University Of Saint Thomas (Minn) (Detachment 410), MN
<input type="checkbox"/>	Augsburg College, MN	University Of Saint Thomas (Minn) (Detachment 410), MN
<input type="checkbox"/>	Bethel University, MN	University Of Saint Thomas (Minn) (Detachment 410), MN
<input type="checkbox"/>	Century College, MN	University Of Saint Thomas (Minn) (Detachment 410), MN
<input type="checkbox"/>	College Of Saint Scholastica, MN	University Of Minnesota, Duluth (Detachment 420), MN
<input type="checkbox"/>	Concordia College - Moorhead, MN	North Dakota State University Of A&As (Detachment 610), ND
<input type="checkbox"/>	Concordia University - St Paul, MN	University Of Saint Thomas (Minn) (Detachment 410), MN

Select Mississippi

Preferred Colleges, Universities & Detachments

- ☐ Historically Black College ☐ Military Institution
☐ Hispanic Serving Institution ☐ Private School

You can select multiple schools of interest

Personalize Find View All First 1-8 of 28 Last		
Checkbox Y/N	Enroll At	AF ROTC Classes At
<input type="checkbox"/>	Troy University, AL	University of Arizona (Detachment 020), AZ
<input type="checkbox"/>	Arizona State University, AZ	Arizona State University (Detachment 025), AZ
<input type="checkbox"/>	Coconino Community College, AZ	Northern Arizona University (Detachment 070), AZ
<input type="checkbox"/>	Embry Riddle Aeronautical University (AZ), AZ	Embry Riddle Aeronautical University (AZ)
<input type="checkbox"/>	Embry Riddle Aeronautical University (AZ), AZ	Embry Riddle Aeronautical University (AZ)
<input type="checkbox"/>	Embry Riddle Aeronautical University (AZ), AZ	Embry Riddle Aeronautical University (AZ)
<input type="checkbox"/>	Embry Riddle Aeronautical University (AZ), AZ	Rutgers University (Detachment 485), NJ
<input type="checkbox"/>	Estrella Mountain Community College, AZ	Arizona State University (Detachment 025), AZ

Update Selection(s)

Ensure you select University of Southern Mississippi option that says Detachment 432

Click to update selections

OK

Cancel

Apply

Click apply to save and OK to continue

AFROTC Screening

ROTC Screening Answers

< Previous

Next >

Screening

First 1-5 of 5 Last

Category ACCEPTANCE

Item 1

Question

Are you a conscientious objector?

Help

A conscientious objector is defined as: one who has or had a firm, fixed and sincere objection to participation in war in any form or to bearing of arms because of religious training or belief, which includes solely moral or ethical beliefs.

Answer

Use the drop down options to answer questions and acknowledge statements

Category ACCEPTANCE

Item 2

Question

Are you now or have you ever been affiliated with any organization or movement that seeks to alter our form of government by unconstitutional means, or sympathetically associated with any such organization, movement, or members thereof?

Answer

Additional info may be requested based on your answers.

Category ACCEPTANCE

Item 3

AFROTC Screening – Drug & Alcohol

Category DRUG AND ALCOHOL

Item 1

Question

I have read and understand the definition of terms below.

ADVERSE ADJUDICATION: An adverse adjudication (adult or juvenile) is a finding, decision, sentence, or judgment, other than unconditionally dropped, dismissed, or acquitted. If the adjudicating authority places a condition or restraint that leads to dismissal, dropped charges, or acquittal, the adjudication is adverse. Suspension of sentence, pardon, not processed, or dismissal after compliance with imposed conditions is adverse adjudication.

AIR FORCE: Includes active Air Force, Air Force Reserve, Air National Guard, and Air Force Academy.

ALCOHOL ABUSE: Alcohol use confirmed by competent medical authority that the individual is emotionally, mentally, or physically dependent on alcohol.
NOTE: When not confirmed by medical authority, self-admitted alcohol use that leads to a person's misconduct or unacceptable behavior; to the impairment of work performance, physical or mental health, financial responsibility or personal relationships; must be reported during the medical examination for determination of alcohol abuse.

DRUG ABUSE: The illegal, wrongful, or improper use of marijuana, any narcotic substance, hallucinogens, or any illegal drug.

ILLEGAL DRUGS: Any drug or narcotic that is habit forming or has a potential for abuse because of its stimulant, depressant, or hallucinogenic effect. Includes, but not limited to: cocaine, crack, hallucinogens, (to include lysergic acid diethylamide (LSD), phencyclidine (PCP), tetrahydrocannabinol (THC) in non-marijuana form, and others), opium, morphine, heroin, dilaudid, codeine, Demerol, inhalants (paint, glue, and others), amphetamines (speed), methamphetamines (ice), barbiturates (downers) and anabolic steroids.

MARIJUANA: Any intoxicating organic or synthetic cannabis or tetrahydrocannabinol (THC) type substance. Organic forms from the hemp plant include marijuana, hashish and all derivatives of cannabis sativa. Synthetically, in the form of an herbal and chemical product which, when consumed mimics the effects of cannabis, includes salviadinorum or salvinorum or any product known under such names as "Spice", "Genie", "DaScents", "Zohia", "K-2", and "KO Knockout 2" or variant thereof by whatsoever name it may be called.

Acknowledge

Read these terms carefully and acknowledge you understand them, you will be asked questions referencing these terms next.

AFROTC Screening – Drug & Alcohol Cont'

Category DRUG AND ALCOHOL

Item 2

Question

Have you ever used or experimented with marijuana?

Help

Prior marijuana use is not disqualifying for enlistment or appointment, unless you are determined to be a chronic user or psychologically dependent, have been convicted or adversely adjudicated for marijuana involvement. Preservice marijuana use may render you ineligible for certain skills.

ADVERSE ADJUDICATION

dropped, dismissed, or

the adjudication is adverse. Suspension of sentence, pardon, not processed, or dismissal after compliance with imposed conditions is adverse adjudication.

Please note, illegal drugs/narcotics do not include marijuana

conditionally

es, or acquittal,

MARIJUANA: Any intoxicating organic or synthetic cannabis or tetrahydrocannabinol (THC) type substance. Organic forms from the hemp plant include marijuana, hashish and all derivatives of cannabis sativa. Synthetically, in the form of an herbal and chemical product which, when consumed mimics the effects of cannabis, includes salviadivinorum or salvinorum or any product known under such names as "Spice", "Genie", "DaScents", "Zohia", "K-2", and "KO Knockout 2" or variant thereof by whatsoever name it may be called.

Answer

You may be required to provide more information based on your answers

Item 3

Question

Have you ever experimented with, used, or possessed any illegal drug or narcotic?

Help

ILLEGAL DRUGS: Any drug or narcotic that is habit forming or has a potential for abuse because of its stimulant, depressant, or hallucinogenic effect. Includes, but not limited to: cocaine, crack, hallucinogens, (to include lysergic acid diethylamide (LSD), phencyclidine (PCP), tetrahydrocannabinol (THC) in non-marijuana form, and others), opium, morphine, heroin, dilaudid, codeine, Demerol, inhalants (paint, glue, and others), amphetamines (speed), methamphetamines (ice), barbiturates(downers) and anabolic steroids.

Answer

AFROTC Screening – Drug & Alcohol Cont'

Category DRUG AND ALCOHOL

Item 11

Question

Knowing and understanding all the information above, and realizing that this document will be used only to determine my eligibility and record my certification of eligibility, I hereby state that the above information as to my previous drug or alcohol involvement is true and complete to the best of my knowledge.

[Help](#)

DRUG ABUSE: The illegal, wrongful, or improper use of marijuana, any narcotic substance, hallucinogens, or any illegal drug.

ALCOHOL ABUSE: Alcohol abuse is the excessive consumption of alcohol. NOTE: When not controlled, alcohol abuse can lead to the impairment of work performance, physical or mental health, financial responsibility or personal relationships; must be reported during the medical examination for determination of alcohol abuse.

Acknowledge

▼

Save

[< Previous](#)

Next >

If the *Next* button is grayed-out, click save and exit the dialogue by clicking the “x” in the upper corner.

AFROTC Screening - Citizenship

Citizenship

*Citizenship

Social Security #

Do you have citizenship
in multiple countries?

Enter your full SSN here, we will still need to see the original of your Social Security Card and original birth certificate during “Zero Week”. They will be scanned and returned to you during check in.

OK

Cancel

Apply

Click apply to save and OK to continue

Citizenship

*Citizenship

Social Security #

Do you have citizenship
in multiple countries?

Are you willing to renounce
all non-US citizenships?

Do you intend to obtain
US citizenship?

Expected Citizenship Date

Status of becoming US citizen

If you are not a US citizen, please provide all the information requested

AFROTC Screening – Review & Submit

Review Submit

Personal

First Name K

Middle Name A

Last Name F

Gender M

Date of Birth 00

Current Residence

Country USA

State DE

City City

ZIP Code 80841

Primary Phone Number

Phone # 456/321-9874

Intend to Commission

☒ Yes, I want to be an Air Force Officer

☐ No, I just want to take an Air Force ROTC class

Education Background

Age on December 31st between 17 and 26?: ☒

Highest Diploma/Degree Conferred None

Will you complete High School (or equivalent) by Fall 2018? Yes

Will you enroll in college Full-Time during the Fall 2017? No

Will you enroll in college Full-Time during the Fall 2018? Yes

Citizenship

Citizenship Birth - US

Social Security # *****

Do you have citizenship in multiple countries? No

Are you willing to renounce all non-US citizenships? Yes

Do you intend to obtain US citizenship? Yes

Status of becoming US citizen

Total Questions: 23

Total Questions Answered: 23

Acknowledgements

Find View All First 1 of 23 Last

Are you a conscientious objector?

Response NO

By submitting my application, I am verifying that I have provided responses that are true and accurate. I also understand that once I click the "SUBMIT" button on this page, I will not be able to change, edit, or otherwise modify any of my responses.

SUBMIT

Review & submit your prescreening application

AFROTC Application To Do List

ROTC Application To Do

My AFROTC Application To Do List

Intend to Commission Yes

Last Update Date/Time 08/16/2017 2:21:28PM

Addresses



Please complete Home of Record (HOR) Address...add others as

Phone Numbers



Update Addresses and Phone numbers listed

Email Addresses



Demographics



Military



Experience



Dependents



Medical



Releases & Forms



Civil Involvements



Your application to do checklist will be loaded for you to complete w/in 24 hours of submitting your "Prospect To Do List". Contact us if it has not been loaded.

DO NOT PRINT THE FORMS MADE AVAILABLE IN WINGS. THE FORMS WILL BE EMAILED TO YOU, FOR YOUR ELECTRONIC SIGNATURE, AS PART OF THE ENROLLMENT PACKET.

Addresses/Phone Numbers/Email Addresses

Addresses (Primary Address displayed)

[Edit Address](#)

Address

Address 1
Address 2
Address 3

City Prescott
State AZ Postal 86316

Address Find First 1-2 of 2 Last

☒ Primary Type: HOR + -

Address 1: 123 Road
Address 2:
Address 3:
City: Glendale
State: CA Postal: 91206
Country: USA

☐ Primary Type: School + -

Address 1: 3700 Willow Creek Rd Box 1
Address 2:
Address 3:
City: Prescott
State: AZ Postal: 86301
Country: USA

Save

OK Cancel

Phone Numbers (Primary Phone Number displayed)

[Edit Phone Numbers](#)

Phone 928/777-3863
Type Home

Save

Email Addresses (Primary email address displayed)

[Edit Email Addresses](#)

Email markeseb@hotmail.com
Type

Save Cancel

Email Find First 1 of 1 Last

☒ Primary Type: School + -

*Email: janedoe@erau.edu

OK Cancel

Click to edit info

Click "+" to add multiple addresses/email/phone numbers


HOR – Home of Record


Please list EDU email address as primary.

Application To Do List - Demographics

Demographics

Birth Place

Birth Country 

Birth State 

Birth City

Race

☐ American Indian/Alaska Native

☐ Black or African American

☐ Native Hawaiian/Other Pac Isl

☐ White

☐ Asian

☐ Decline to Respond

Ethnicity

☐ Hispanic or Latino

☐ Not Hispanic or Latino

☐ Decline to respond

Save & Close

Cancel

Ensure that your birth place matches your birth Certificate.

As a reminder, we will still need to see the original of your Social Security Card and original birth certificate during “Zero Week”. They will be scanned and returned to you during check in.

Application To Do List - Military

Military Background

Military Service: ☒ Yes ☐ No

AFOQT Taken: ☐ Yes ☒ No

Selective Service Number

Military Service

*Branch of Military: ☐ Currently In

*Component:

*Time In Service: (Yrs)

*Highest Grade:

Add Additional Term of Service

OK Cancel Apply

AFOQT is not required before arrival

Provide selective service number if you are a male that is 18 or older

Please ensure that you bring any DD Form 214s or separation orders if you have any prior service time.

Click apply to save and OK to continue

Application To Do List - Experience

Experience & Youth Programs

JROTC Experience

JROTC Experience

Air Force Army Marine Corps Navy

Total Years

Awards & Accomplishments

Scout Experience

Civil Air Patrol

Private Pilot's License

Save Cancel

Please ensure that you bring copies of certificates/transcripts documenting JROTC experience and any awards/accomplishments received

This module is still under construction. You may receive the below error when answering "NO" for JROTC Experience. Click ok and close the experience window.

Message

You indicated you have participated in JROTC. Please indicate how many years you participated in the Air Force, Army, Marine Corps, and/or Navy JROTC program(s).

The PeopleCode program executed an Error statement, which has produced this message.

OK

Private Pilot's License

Application To Do List - Dependents

Marital Status

Are you married? Yes ☐ No ☒

Number of Dependents

Read question 1 for a definition of what a dependent is.

Questions/Acknowledgements

First 1 1-6 of 6 Last

Category DEPENDENT / DEPENDENT CARE Item ID 1

Question

I understand my eligibility is based on my marital and dependency status and failure to claim all my dependents may result in my involuntary separation from the Air Force. I have read and understand the following definitions the Air Force considers a dependent for accession purposes. 1. A spouse. 2. Any person under the age of 18 for whom the applicant or spouse has legal or physical custody, control, care, maintenance, or support. Includes children from a previous marriage, a relative by blood or marriage and stepchildren or adopted children of the applicant or spouse. 3. Any unmarried natural children of the applicant or spouse regardless of current residence. For male applicants, the term natural child includes those born out of wedlock. 4. Any person who is dependent upon the applicant or spouse for their care, maintenance, or support regardless of age. 5. FOR MALE APPLICANTS ONLY. An unborn child of the spouse or one claimed by or a court order determines is his.

Acknowledge

Click save & close after completion

Category DEPENDENT / DEPENDENT CARE Item ID 2

Question

Applicant To Do List - Medical

Physical Fitness

Contact

Only HSSP recipients that have a qualified DoDMERB DO NOT require a sports physical. Everyone else must have a completed sports physical no later than the first physical training session, which begins on 26 Aug.

Questions/Acknowledgements

First 1 of 1 Last

Category PARTICIPATORY PHYSICAL

Item ID 1

Question

Have you ever had a physical for entry into the U.S. armed forces?

Help

ie. DODMBERB (Department of Defense Medical Research and Development Command)

Answer

YES

Only answer YES if you have previously completed a DoDMERB. We will request transfer of your case to our detachment upon your arrival. You are still required to complete a sports physical.

AFROTC requires cadets who do not have a certified military medical physical on file to obtain a sports physical from their primary care doctor. Please obtain documentation of the sports physical or print the attached AFROTC Form 28 and have your primary care doctor complete and certify BEFORE arriving at the detachment.

ROTC Physical Fitness Form



Physical Fitness Form

If you do not have a current physical form which was completed for entry into the U.S. armed forces, download this form and have it completed by a physician.

Click save & close

Save & Close

Applicant To Do List – Releases & Forms

ROTC Releases and Forms

ROTC Releases and Forms

Contact ID 00000305660

Instructions Print and complete the following release forms, making sure you follow the instructions on each form. Bring these forms with you when you in-process at your AFROTC detachment. If your school or detachment requires any additional releases, they will provide those to you.

DO NOT PRINT THE FORMS MADE AVAILABLE IN WINGS. THE FORMS WILL BE EMAILED TO YOU, FOR YOUR ELECTRONIC SIGNATURE, AS PART OF THE ENROLLMENT PACKET.

Health Care Records Release
This form outlines the purposes and policies for medical and other personal information which AFROTC may need to collect from you. Read the form and sign it to acknowledge that you have been advised of its content.

Mail Access Authorization Release
Release authorizing Detachment personnel to open official USAF mail.

Request for Release of Student Records
Release of Student Records to ROTC.

DD Form 93-Record of Emergency Data
This form is used to collect contact information of people you want the military to notify in case of an emergency while in ROTC.

Close Finished Printing

Applicant To Do List – Civil Involvements

Civil Involvements

Volek, Daniel J.

Physical Fitness Assessment (PFA)

Physical Fitness Assessment (PFA) form and instructions.

READ before providing information. Involvements that occurred prior to program entry must be reported.

A. The Detachment Commander must know if you have ever been arrested, convicted, involved with law enforcement officials or authorized personnel 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 you record as clear DOES NOT constitute authority to leave the program.

B. In the future, you will be required to attend ROTC program activities. Failure to attend ROTC program activities may result in your being removed from the program.

C. Concealment of information may result in your being removed from the program. You will be required to provide accurate information on the ROTC program application. Failure to provide accurate information may result in your being removed from the program.

Involvement History Find First 1 of 1 Last

C.I. 1 **Status: Unreported Involvement**

*Date of Involvement 08/01/2017

Involvement Type

☒ Civil

Brief Summary of the Incident (<=120 chars)

speeding 35/25

***Detained, Confined, Probation?**

☐ Yes ☒ No

***Drugs or Alcohol Cited?**

☐ Yes ☒ No

Statement ☐ Required

Supporting Documents 1-3 of 3

(Opt.) Police/Incident Report	Add Attachment
(Opt.) Court Disposition Docs	Add Attachment

Submit

Please provide the following in your description:

1. Type of Involvement (Example: Speeding: 45mph in a 25mph zone)
2. Name of Arresting Authority/Court (If known)
(Example: Yavapai County Courts - Bradshaw Mountain HS)
3. Disposition/Finding and Sentence (Example: \$225 fine paid – detention)


Attach copy of ticket/citation if available (not required)

There is no further action needed if you have nothing to report.

There is no submit button for the application to do list. Ensure that you have saved all your answers.

Cancel

Update and Verify Emergency Contact Data

Ver: 2.4


We Build Leaders ▾

NOTICE


You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-authorized use only. By using this IS (which includes any device attached to this IS), you consent to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, penetration testing, COMSEC monitoring, network operations and defense, personnel misconduct (PM), law enforcement (LE), and counterintelligence (CI) investigations.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, interception, and search, and may be disclosed or used for any USG authorized purpose.
- This IS includes security measures (e.g., authentication and access controls) to protect USG interests--not for your personal benefit or privacy.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigative searching or monitoring of the content of privileged communications, or work product, related to personal representation or services by attorneys, psychotherapists, or clergy, and their assistants. Such communications and work product are private and confidential. See User Agreement for details.


CAC Login



Sign In



Configuring your browser

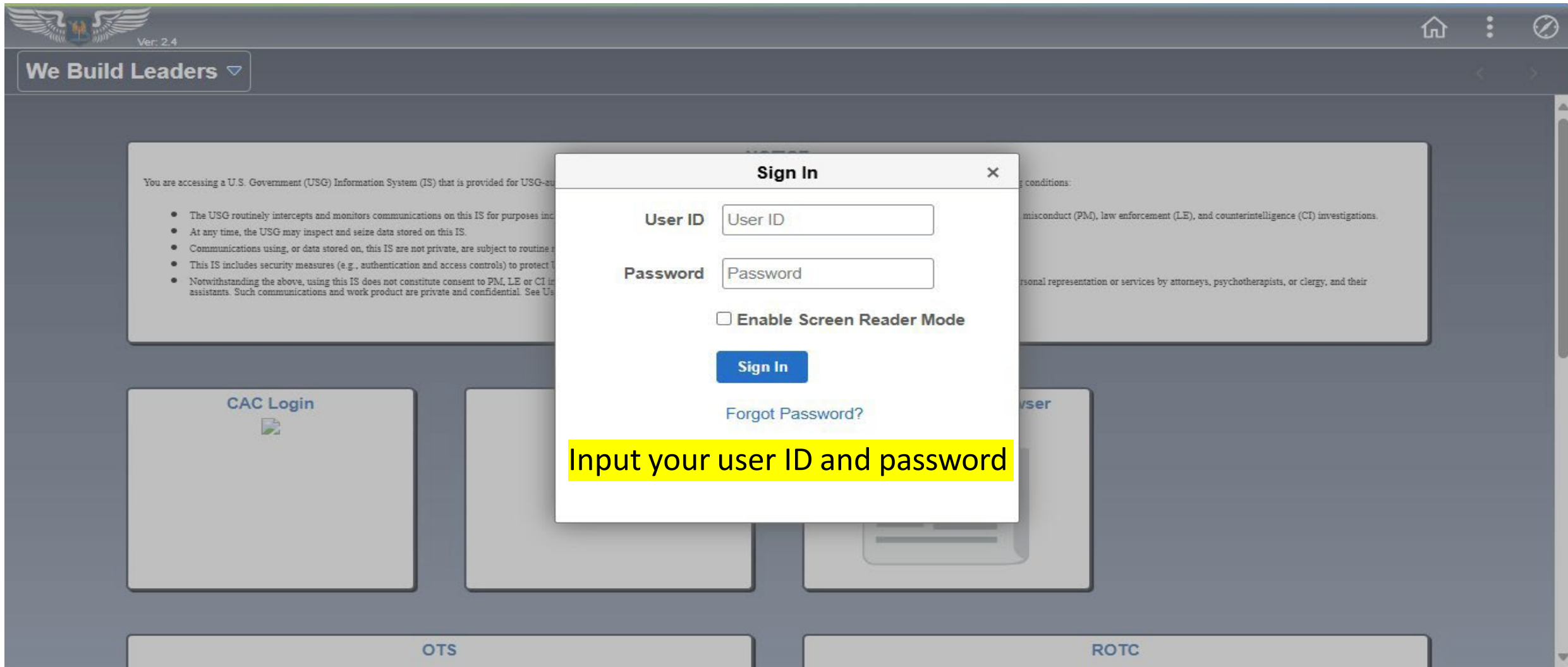


OTS

ROTC

Sign into Wings Account

Step one



The screenshot shows a web application interface. At the top left is a logo with wings and the text 'Ver: 2.4'. Below it is a button labeled 'We Build Leaders' with a dropdown arrow. The main content area is a light gray box containing a list of bullet points. A modal window titled 'Sign In' is centered on the screen. It has a close button (X) in the top right corner. The modal contains two input fields: 'User ID' and 'Password'. Below these fields is a checkbox labeled 'Enable Screen Reader Mode'. At the bottom of the modal is a blue 'Sign In' button and a link labeled 'Forgot Password?'. A yellow highlight is placed over the 'User ID' and 'Password' input fields. Below the modal, there are several buttons: 'CAC Login' with a small icon, 'OTS', and 'ROTC'.

Ver: 2.4

We Build Leaders ▾

You are accessing a U.S. Government (USG) Information System (IS) that is provided for USG-staff use only. The use of this system is subject to the following conditions:

- The USG routinely intercepts and monitors communications on this IS for purposes including, but not limited to, the investigation of espionage, sabotage, and other threats to national security.
- At any time, the USG may inspect and seize data stored on this IS.
- Communications using, or data stored on, this IS are not private, are subject to routine monitoring, and may be disclosed to the public.
- This IS includes security measures (e.g., authentication and access controls) to protect the information stored on this IS.
- Notwithstanding the above, using this IS does not constitute consent to PM, LE or CI investigations. Such communications and work product are private and confidential. See USG policy for more information.

Sign In X

User ID

Password

☐ Enable Screen Reader Mode

Sign In

[Forgot Password?](#)

CAC Login

OTS

ROTC

Input your user ID and password

Step Two



Ver: 2.4

We Build Leaders ▾

1 of 2

does not display a currently valid OMB control number.

AUTHORITY: 10 U.S.C. 33, Appointment in Regular Component; 10 U.S.C. 103, Senior Reserve Officers' Training Corps as implemented by AFROTCI 36-2011, Air Force Reserve Officers' Training Corps; and E.O. 9397 (SSN).

PURPOSE: To process and manage selected students for acceptance into the USAF ROTC program.

ROUTINE USES: This information may be disclosed to federal, state, local or foreign law enforcement authorities for investigating or prosecuting a violation or potential violation of law; to federal, state, or local agencies to obtain information concerning hiring or retention of an employee, issuance of a security clearance, letting of a contract, or issuance of a license, grant or other benefit; to a federal agency in response to its request in connection with the hiring or retention of an employee, issuance of a security clearance, reporting of an investigation of an employee, letting of a contract, issuance of a license, grant, or other benefit by the requesting agency to the extent that the information is relevant and necessary to the requesting agency's decision on the matter; to a congressional office in response to their inquiry made at the request of the individual; to the Office of Management and Budget in connection with review of private relief legislation as set forth in OMB Circular A-19; to foreign law enforcement, security, investigatory, or administrative authorities to comply with requirements of international agreements and arrangements; to state and local taxing authorities in accordance with Treasury Fiscal Requirements Manual Bulletin 7607; to the Office of Personnel Management (OPM) concerning information on pay and leave, benefits, retirement deductions, and other information necessary for OPM to carry out its functions; to NARA for records management functions; and to the Department of Justice for pending or potential litigation.

DISCLOSURE: Furnishing the information is voluntary. Failure to provide requested information will hinder processing.

Select the Cadet Data Review box

↓

Configuring your browser

Self Service

Cadet Data Review

Curriculum and CBTs - Students

E-Learning

Adding an Emergency Contact

< We Build Leaders Cadet Data Review

Personal

Birth Data

Address

Phone

Email

Emergency Contact Data

Dependents

Beneficiary Selection (Step 1)

Benefit Assignment (Step 2)

Ex

Relationship

Contact Name/Relationship

*Relationship Father

*First Name

*Last Name

Address (required)

☒ Primary Type Home

*Country USA

*Address

*City *State *Zip

Phone Number (required)

Primary Type Cell

*Telephone

Email Address (optional)

Primary Type Work

*Email Address

*Relationship Mother

*First Name

*Last Name

Address (required)

Phone Number (required)

Email Address (optional)

Fill in required information

Select Emergency
Contact Data

< We Build Leaders

Cadet Data Review

Personal

Birth Data

Address

Phone

Email

Emergency Contact Data

Dependents

Beneficiary Setup (Step 1)

Benefit Assignment (Step 2)

Experience

ROTC

*Last Name

▼ Address (required)

☒ Primary

Type Home

+ -

*Country

USA

🔍

*Addr

+

*City

*State

*Zip

🔍

▼ Phone Number (required)

Primary Type *Telephone

☒

Cell

▼

+ -

▼ Email Address (optional)

Primary Type *Email Address

☒

Work

▼

+ -

*Relationship Mother

+ -

*First Name

*Last Name

▶ Address (required)

▶ Phone Number (required)

▶ Email Address (optional)

Update & Verify

Verify 12:22PM

Update and Verify

If you see discrepancies in your data, please work with your detachment staff to correct.