



**DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND  
AFROTC DETACHMENT 006 AND  
AFROTC DETACHMENT 432**

1 January 2026

MEMORANDUM FOR AFROTC DET 006/432 PERSONNEL

FROM: AFROTC DET 006/432/CC

SUBJECT: Detachment 006/432 Standards and Policies – Spring 2026

1. **PURPOSE.** This memorandum summarizes the standards and policies mandated by AFROTCI 36-2011 Vol 3, Cadet Operations, and establishes the specific policies and incentives specific to Detachment 006 and 432 by order of the Commander. All applicable instructions, regulations, directives, and manuals can be found on the university's Department of Aerospace Studies webpage. Unless specifically stated, the term *Cadets* will be used to encompass all students enrolled in the AFROTC Det 006 and 432 programs, regardless of their official classification.
  
2. **STANDARDS.** There are certain standards that cadets must adhere to and maintain to participate in the AFROTC program.
  - a. **Academic Standards.** GPA calculations will be derived from the transcript of the cadet's school of primary attendance. Failure to meet the General AFROTC Membership Cumulative GPA requirements will result in a Det Drop, investigation for disenrollment, or Commander's Retention Review (CRR).
    - i. Non-contracted cadets must maintain a minimum of 2.0 CGPA.
    - ii. Contracted cadets must maintain a minimum of 2.5 CGPA.
  - b. **Air Force Officer Qualification Test (AFOQT).** All cadets must take the AFOQT NLT 31 December of their AS200 year. The minimum scores required to contract (exception refer to AFROTCI 36-2011 Vol 3, Table 4.2) and commission are Verbal-15 and Quantitative-10 IAW AFMAN 36-2664, *Personnel Assessment Program*. Cadets will have up to three opportunities to pass the verbal and quantitative sections.
  - c. **Dress and Appearance Standards.** Cadets will read and adhere to AFI 36-2903 and AFI 36-2903 AFROTCSUP, Dress and Appearance. A lack of knowledge is not an adequate excuse for failing to adhere to standards.
  - d. **Military Retention Standards.** Military retention standards include, but are not limited to, moral character, bearing and behavior, physical fitness, professional conduct and relationships, dress and appearance, meeting contracted retention standards, and other standards as prescribed by Air Force directives. Failure to meet any military retention standard may result in dismissal.
  - e. **Physical Fitness Assessment (PFA), Body Mass Index (BMI), and Body Fat Standards.**

PFA, BMI and body fat standards remain part of accession physical standards and are used as entry criteria for AFROTC consistent with DoDI 1308.03, DoD Physical Fitness and Body Fat Programs Procedures, and AFMAN 36-2905, Fitness Program.

- i. Males. Male cadets must achieve a minimum of 75 on their PFA, and a maximum of 20% as their Body Fat.
- ii. Females. Female cadets must achieve a minimum of 75 on their PFA, and a maximum of 28% as their Body Fat.

### 3. POLICIES.

- a. Attendance Policy. Cadets and Participating Students must achieve at least 80% attendance over the course of the term to pass each of the following: Aerospace Studies (AS) Class, Leadership Laboratory (LLAB), and Physical Training (PT). All absences will initially be categorized as unexcused and will count against the 80% attendance requirement.
  - i. Excused Absences. Excused absences may be requested through your primary instructor (for AOS classes) or through the Operations Officer (for LLAB and PT). Refer to the appropriate point of contact for specific procedures. At a minimum, cadets will submit a memorandum for record in accordance with Department of the Air Force Handbook (DAFH) 33-337 explaining the reason for the absence and attaching substantiating documentation when applicable. If the cadet was sick, an ROTC Medical Excuse Form (ATTACHMENT 2), signed by a medical professional, is required.
  - ii. Excused absences do not count against a cadet's attendance percentage. Instead, each approved excused absence is removed from the total number of scheduled attendance opportunities, reducing the overall denominator used to calculate the cadet's attendance rate.
  - iii. Example. If there are 20 scheduled PT sessions in a term and a cadet receives 2 excused absences, the total number of counted opportunities becomes 18. To meet the 80% attendance requirement, the cadet must attend at least 14 of those 18 sessions (80% of 18 = 14.4, rounded down to 14).
  - iv. Unexcused absences do count against attendance and are calculated out of the adjusted total.
- b. Civil Involvement (CI) Policy. Any offense, violation of law or ordinance, or any other incident causing adverse involvement or contact with civil, military, or school authorities as an adult or juvenile is considered a CI.
  - i. Applicants. Applicants must report all on-going or previous incidents, regardless of final disposition, at time of application, typically during New Student Orientation.
  - ii. Enrolled Cadets. Cadets must report an incident within 72 hours of the incident,

including periods away from campus (i.e., summer break or holidays).

- iii. Changes. Changes to ongoing involvements up to, and including, final disposition must also be reported within 72 hours.

c. Communications Policy.

- i. Email. Cadets are required to monitor their email daily and adhere to any/all established guidance and/or suspenses – even during breaks or school closure. If a cadet cannot make the suspense date, a reason must be communicated to the sender immediately so another suspense date can be established (if able). Cadets will read and acknowledge receipt of all emails and will always be professional.
- ii. Phone. Cadets will return Cadre missed phone calls within 24 hours. Cadets will always be professional.
- iii. Texts. Cadets will acknowledge and respond to Cadre text messages within 12 hours. Cadets will always be professional.

- d. Emergencies Policy. When not participating in AFROTC activities, look to official university instruction and guidance via Eagle Alert. Otherwise, adhere to all instructions provided by the senior ranking cadre member present.

- e. High-Risk Activities & Motorcycle Rider Policy. All cadets who intend to participate in a high-risk activity must register with the Operations Flight Commander (OFC), read required safety documentation, and complete a Form 16. Motorcycle riders will need to accomplish the above and provide a copy of their driver's license with motorcycle endorsement.

- f. Medical Policy. All cadets who have a DoDMERB physical on file are required to report any changes to their medical status within 72 hours of discovery, including periods away from campus (i.e., summer break or holidays).

- g. Uniform Policy. The primary uniform of the day (UOD) for AFROTC is the Operational Camouflage Pattern (OCP) uniform. The primary uniform for PT is the PT Uniform (PTU). As such, all cadets will be issued OCPs and PT Gear in accordance with AFROTC policy. Refer to cadet handbook for modified uniform instructions. The Operations Officer (OFC) is the approval authority for establishing/approving the UOD. Cadets are required to wear the UOD (or modified uniform for those ineligible) to all academic classes on Thursdays. Cadets are required to wear the UOD for all official appointments with DET 006/432 Cadre, unless instructed otherwise.

h. Physical Training (PT) Incentive Policy.

- i. 'PT Pass'. Once each semester, cadets may earn the privilege of receiving an "Excused" absence from one PT session if they attain a PFA score of 90 or above. The 'PT Pass' is valid for the same semester/term the PFA score was received.
- ii. 'Sleep-In Pass'. Once each semester, cadets may earn the privilege of missing one PT session and making it up within seven calendar days if they have met one of the following requirements:
  - i. Participate in three DET 006/432/RO-approved recruiting events
  - ii. Participate in three official AFROTC DET 006/432 Color Guard events

iii. Donate blood during the March “MASH CLASH” Blood Drive

To redeem the ‘Sleep-in Pass’, cadets will need to run two consecutive miles within seven days of the missed session and remit proof to the DET 006/432/OFC via the free, downloadable application “Map My Run”. Failure to abide will result in the absence being marked as ‘unexcused’.

- i. Professional Relations Policy. Cadets are specifically forbidden from using their rank or position to take, or be perceived as taking, undue advantage of subordinates. Cadets are prohibited from hazing, maltraining, maltreatment, and any other unacceptable conduct towards others IAW AFMAN 36-2032.
- j. Reprimand Policy. All cadets are expected to act in good order and discipline; however, mistakes occur and Air Force ROTC is the perfect environment to learn from your mistakes. The Letter of Counseling (LOC), Letter of Admonishment (LOA), and Letter of Reprimand (LOR) documents are tools that help outline and document the mistakes that need to be corrected. Air Force ROTC DET 432 Commander has instructed the below as the official DET 432 Reprimand Policy:
  - i. First Offense: Verbal warning
  - ii. Second Offense (same issue): LOC with Flight Commander
  - iii. Third Offense (same issue): LOA with Training Group Commander
  - iv. Fourth Offense (same issue): LOR with Cadet Wing Commander and/or Cadet Vice Wing Commander
  - v. Fifth Offense (same issue): Official Counseling with Cadre (Operations Flight Commander or Det/CC)
  - vi. Sixth Offense (same issue): Official Counseling with Det Commander). Failure to correct the mistake/behavior by the time it reaches this level indicates that the Air Force may not be the right fit for you; this counseling will be an official evaluation on whether you may continue the program.

4. CONCLUSION. This memo will be reviewed prior to the start of each academic semester. This letter supersedes all previous letters, same subject.

MICHAEL L. PALMORE, Lt Col, USAF  
Commander