



AFROTC Detachment 432



New Student Orientation

Air Force (AF)

Reserve Officers Training Corps (ROTC)

15 January 2026



Agenda



- **What is AFROTC**
- **Cadet Life Cycle**
- **AFROTC Requirements**
- **Cadet Physical Training Program**
- **Scholarship Requirements**
- **AFROTC Benefits**
- **Academic Plan**
- **Key Dates and Times**
- **Uniform Issuing and Paperwork**



Command Structure



Lt Col Palmore

Director, Dept of Aerospace Studies

Commander, Det 432

- *Directs all operations*
- *Instructor, AS400s*



Ms. Melanie Sowell

Executive Assistant to the Commander

- *Cadre Scheduler / Coordinator*
- *Records management*



Maj Fogle

Operations Officer

- *Oversees cadet operations*
- *Instructor, AS300s*



Maj Hartley

Recruiting Officer

- *Oversees recruiting events*
- *Instructor, AS100s*



TSgt Wade

NCOIC, University Cadet Actions

- *Enrollment / Enlistment*
- *Medical processing*
- *Cadet Pay / Scholarships*



TSgt Opaitz

NCOIC, Operations Support

- *Enlisted Commissioning*
- *Instructor, AS200s*



What is AFROTC?



- AFROTC is a program designed to develop Air and Space Force leaders of character whom we expect to fight and win our nation's wars. Training & development is done while cadets earn their degree.
 - Phase I: General Military Course (GMC) Cadets
 - **AS100s** – Traditional Freshmen
 - **AS200s** – Traditional Sophomores
 - **AS250s** – Sophomores who joined later
 - **AS500s** – Juniors not selected for FT, but are allowed to stay and recompete
 - Phase II: Field Training (FT) – Summer between Sophomore and Junior Year
 - Nominations due in December of your 200/250 year
 - Selection to attend is based on CGPA/TGPA, PFA, and Commanders Ranking
 - Notification of selection happens March/April
 - Phase III: Professional Officer Course (POC) Cadets
 - **AS300s** – Traditional Juniors
 - **AS400s** – Traditional Seniors





Cadet Life Cycle



- **AOS Classes**
 - SPRING
 - AOS 103 - Introduction to the Air Force Today
 - AOS 203 - Evolution of USAF Air and Space Power II
 - AOS 313 - Air Force Leadership Studies II
 - AOS 413 - Preparation for Active Duty
- **Leadership Laboratory (LLAB): Planned, organized, and executed by POC Cadets**
 - Dress & Appearance, Customs & Courtesies, Air Force Organization & Structure, etc.
 - Drill & Ceremony
 - Field Training Preparation
- **Physical Training (PT):** Three times a week – Tue/Wed/Thur @ 0600-0700
 - First PT of the semester begins on Tuesday, 27 Jan



AFROTC Requirements



- **Academic.**
 - Scholarship: Maintain a term and cumulative GPA of a **2.5 or higher**
 - Non-scholarship: Maintain a term and cumulative GPA of a **2.0 or higher**
- **Air Force Officer Qualification Test (AFOQT).**
 - A standardized test like the ACT and SAT.
 - All cadets will be given three attempts to pass the exam, of which the first attempt must be done prior to the end of a cadet's first-term in the program. You MUST be granted a waiver for a third attempt.
 - **AFOQT will be held on a Saturday in April, date TBD; attendance is mandatory!**
- **Attendance.** Students must meet the minimum attendance requirement in all classes listed below. Failure to reach the minimum is an automatic failure.
 - AOS Class = 80%
 - LLAB = 80%
 - Physical Training (PT) = 80%
 - **8 Unexcused absences PT ONLY**
 - **2 Unexcused absences LLABs**
 - **Considered a failure**



AFROTC Requirements Cont.



- **Medical Clearance from Department of Defense Medical Examination Review Board (DoDMERB)**
 - Process initiated your first semester in the program—takes anywhere from 6mos-1yr for approval!
 - Must have a DoDMERB certification NLT December of your AS200 year!
 - **DO NOT WAIT** to accomplish
- **Physical Fitness Assessment (PFA), Body Mass Index (BMI), and Body Fat (BF) Standards.**
 - Monthly "mock" PFAs to gauge progress; Official PFA once per semester
 - Minimums based off age and gender in **push-ups, sit-ups, 1.5 mile run**, and BMI/BF charts
 - Achieve 75/100 (**all cadets must attempt the PFA, contracted cadets and FT hopefuls are required to pass**)
 - To be competitive you will need at a minimum of an 85 on your PFA

*** This is changing Fall '26; PFA will be a 2-mile run, 1 min push-ups, 1 min sit-ups**



Cadet Physical Training (PT) Program



Component	Max Points
1-minute Push-ups	15
1-minute Sit-ups	15
1.5 Mile Run	50
Waist-to-Height Ratio	20
Total	100

	Push-ups	Sit-ups	2 Mile Run
Male	30	39	19:45
Female	15	35	22:45

- **Passing Score: 75/100**
- **You aren't required to pass as an AS100**
- **Must score > 0 in each component**

Body Composition Requirements

Males: Body Fat (BF) must be < 20%

Females: BF must be < 28%

Body composition standards are based on **DoDI 1308.03** and **AFMAN 36-2905**





Exemption to Policy – PT Attendance



Cadet PT Attendance Policy

- To mitigate safety risks involved with requiring cadets to drive long distances in the early morning, the commander has instituted this policy.
- **Applicable cadets will attend:**
 - a. Three Weekly Sessions if they live **45 miles or less** from the Payne Center.
 - b. Two Weekly Sessions if they live between **46-65 miles** from the Payne Center.
 - c. One weekly session if they live more than **66 miles** away from the Payne Center.

Limitations

- Cadets will remit proof of their workout sessions to their Flight Physical Training Leader (PTL) and/or Flight Commander. Work acceptable forms of proof through your chain of command.
- Cadets must attend in-person on PFA days



DODMERB FAQs



New Applicants:

- Detachment Cadre initiates exam via DoDMETS
- Wait for approval, approx. 2-3 days
- Notify cadets via email w/scheduling information
- Cadets schedule/attend two appointments (eye and physical) in a timely manner—give cadets a suspense date.
- Exams are sent directly to DoDMERB
- Track status of each cadets physical via the DoDMERB website
- Often about a 6-8 week process

DO NOT SELF DIAGNOSE

- IF something is not in your medical do not bring it up



Common Medical Disqualifications



- **Attention Deficit Hyperactivity Disorder (ADHD)**
 - Must be off medication for a minimum of 60 days (since last pill of last refill), pharmacy records for the last 3 years
 - Current note from last prescribing provider that indicates continued medication is not required for acceptable educational, occupational or social function
 - College transcripts
 - Letter from college disabilities office addressing if applicant required an Individual Education Plan (IEP) or 504 Plan during last semester
- **Asthma, Exercise Induced Bronchospasms (EIB) or Reactive Airway Disease (RAD)**
 - All medical documents pertaining to the diagnosis or inhaler prescription.
 - Current evaluation/testing will be required
 - Copy of pharmacy records for the last three years. If no prescriptions a signed memorandum from the pharmacy is required to include the date range requested.
- **Allergies to foods, seafood, peanuts, and/or tree nuts**
 - No history of anaphylaxis/systemic reaction
 - Allergy evaluation by board certified allergist via Oral Food Challenge
- **Orthopedic Injuries (knees and shoulders)**
 - Current Orthopedic consult addressing ROM, strength, stability and if cleared for full unrestricted physical activity
 - All medical documents/MRI report/operative report

NOTE: They will only accept clinical documentation. Letters of recommendation are NOT permitted!



Medical Disqualifications



Attachment 2: Disqualifying Conditions Ineligible for Medical Accession Waiver

Condition
History of cystic fibrosis
Current chronic supplemental oxygen use
Current congestive heart failure.
Amyotrophic lateral sclerosis
Multiple sclerosis
Current epilepsy
Current treatment for schizophrenia
Homicidality within the previous 12 months
Any suicidal attempt within the previous 12 months.
History of paraphilic disorders
History of receiving solid organ transplant
Trisomy 21
Osteogenesis Imperfecta



AFROTC & Detachment Policies



- **Civil Involvement (CI) Notification Process:** 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.
 - Initial disclosure will happen today
 - Any CIs incurred after today will need to be reported to Cadre **within 72hrs of occurrence**, to include periods away from campus (i.e., breaks or holidays); accumulation of 3+ could result in a "Det Drop"
- **Communications Policy / Etiquette:** Communication will be in-line with the Chain of Command and you will be respectful and professional at all times. The Detachment 432 core office hours are Monday-Thursday, 0730-1630 and Friday, 0730-1200. Communication done outside of this time frame may not be addressed until the next duty day. **(NOTE: If you are dealing with an emergency or need assistance from a Cadre member, please do not hesitate to call at any time, day or night.)** All cadets are expected to acknowledge receipt of all communications and ask questions early.



Dress & Appearance Standards



- **Air Force Instruction (AFI) 36-2903 (AFI 36-2903_AFROTCSUP) – Dress and Personal Appearance of United States Air Force and United States Space Force Personnel**
 - Male & female personal grooming standards include hair, sideburns, mustaches, beards, fingernail length, cosmetics, nail polish, etc.
 - Tattoos & body piercing
 - Proper uniform wear (to include outer garments, headgear, rank insignia, accessories, etc.)
- **Throughout your cadet career, you will receive:**
 - Physical Training (PT) Gear
 - Operational Camouflage Pattern (OCP)
 - **Flight Suit (if rated)**
 - Air Force Blues (short and long sleeve)
 - Service Dress





Det 432 Uniform Policy



- To be eligible for any uniform issue/wear a cadet must:**
 - Be fully registered for all required AFROTC courses to include cross-town institutions.
 - Be in good academic and military standing (i.e. no conditional events) the semester immediately preceding uniform issue.
- Operational Camouflage Pattern (OCP) issue:**
 - Meet all requirements above
 - Cadets selected for entry into the Professional Officer Course (POC) will be issued two additional sets of OCPs (blouse, trousers, T-shirts, socks) during in-processing at Field Training (FT).
- Physical Training Gear (PTGs) issue:**
 - Meet all requirements above.
 - Pass the Body Mass Index and Fitness Assessment.
 - Cadets will be issued their first set of PTGs after completing above requirements.
- Blues issue:**
 - Meet all requirements above
 - Complete the Department of Defense Medical Examination Review Board (DoDMERB) exams (both optometry and physical).
 - Complete one full semester in the program.
 - Register for a second semester in the program.
 - Attempt the Air Force Officer Qualifying Test (AFOQT).
 - Cadets participating in Veteran's Vigil or Color Guard activities, and entry into the POC will be issued a service coat.





Modified Uniform



Are to be worn your first semester (AS100s & AS250s) during AOS class and LLAB (unless otherwise instructed)

Blue Det Polo
**are authorized to wear white v-neck t-shirt underneath*



Khaki Casual Pants
(not denim/jeans)



Brown or Black Belt



Tan, Brown or black socks
(no logos or patterns)



Brown or black belt and brown or black casual hard soled shoes
(No sneakers or open toe shoes)





Unauthorized Modified Uniforms



Wrinkled Uniforms



Tight Clothing

Clothing that reveals or accentuates undergarments or anatomical features is not permitted



Soft soled Flats or Slippers

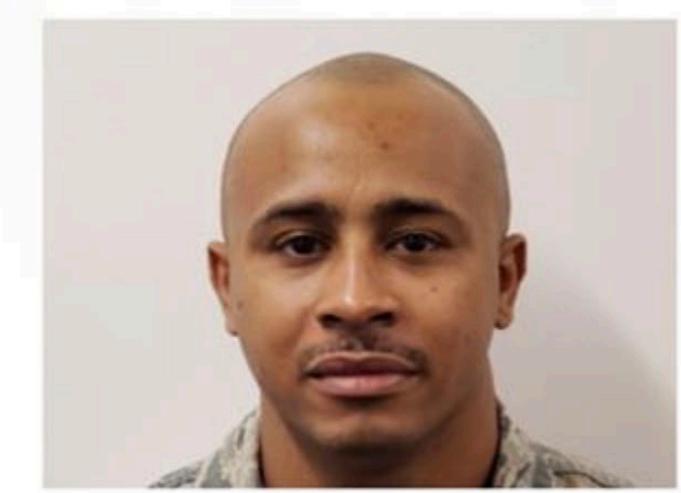




Male Hair Standards



- Tapered appearance on both sides and the back of the head
- Allowed: one (cut, clipped or shaved) front to back, straight-line part, not slanted or curved, on either side of head, above the temple. Part will not exceed 4 inches length or $\frac{1}{4}$ inch width





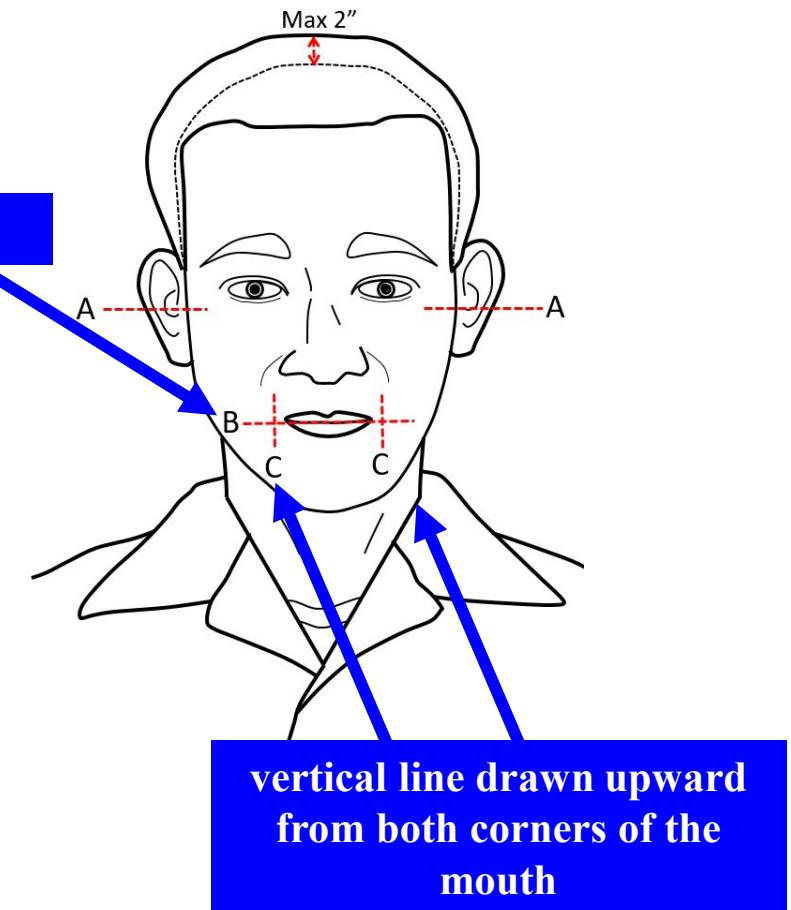
Male Standards



- Mustache: Male Airmen may have mustaches
 - Will be conservative
 - Will not extend downward beyond the lip line of the upper lip
 - Will not extend sideways beyond a vertical line drawn upward from both corners of the mouth



lip line of the upper lip



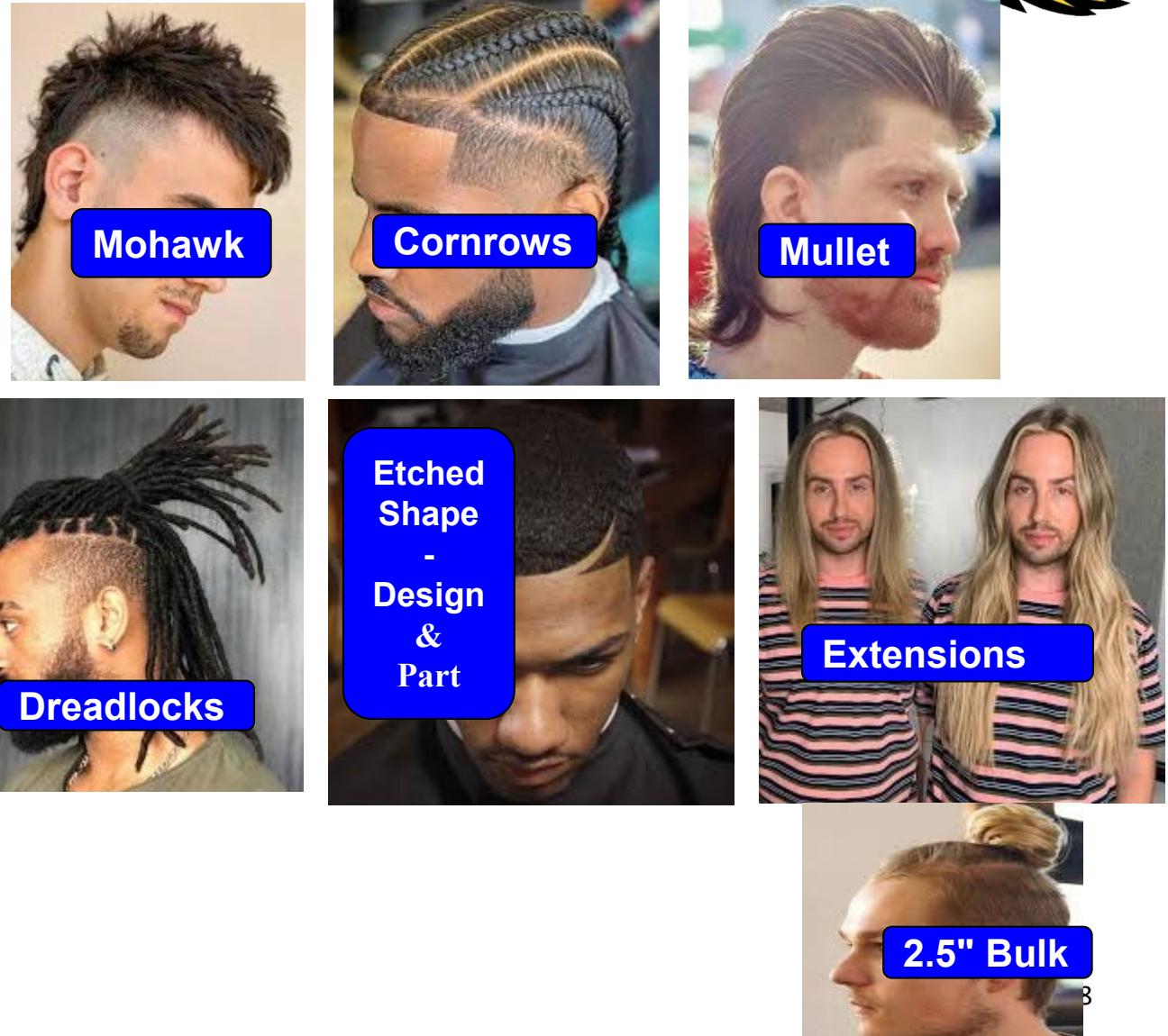
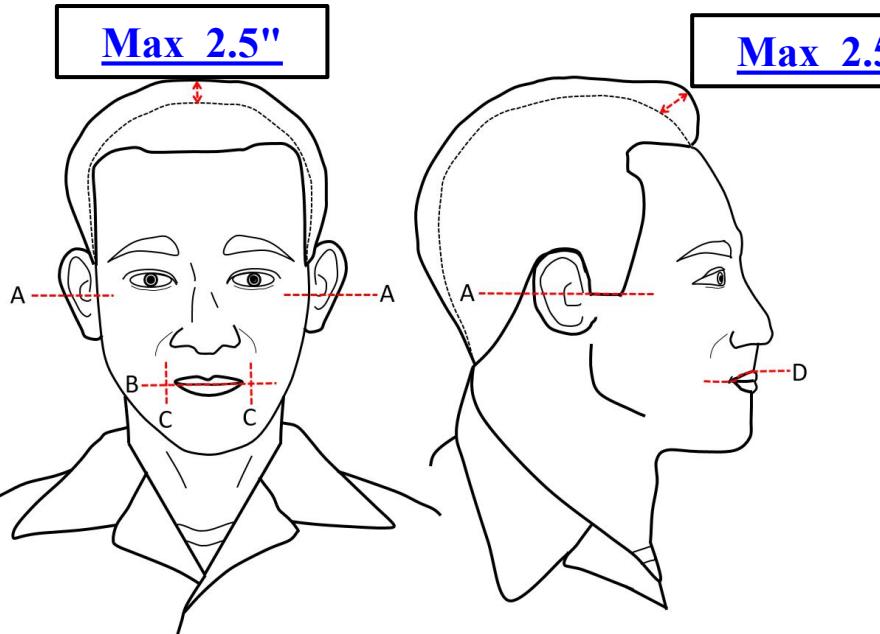
vertical line drawn upward
from both corners of the
mouth



Male Hair Standards



- Will not exceed 2 $\frac{1}{2}$ inches in bulk, regardless of length and $\frac{1}{4}$ inch at natural termination point



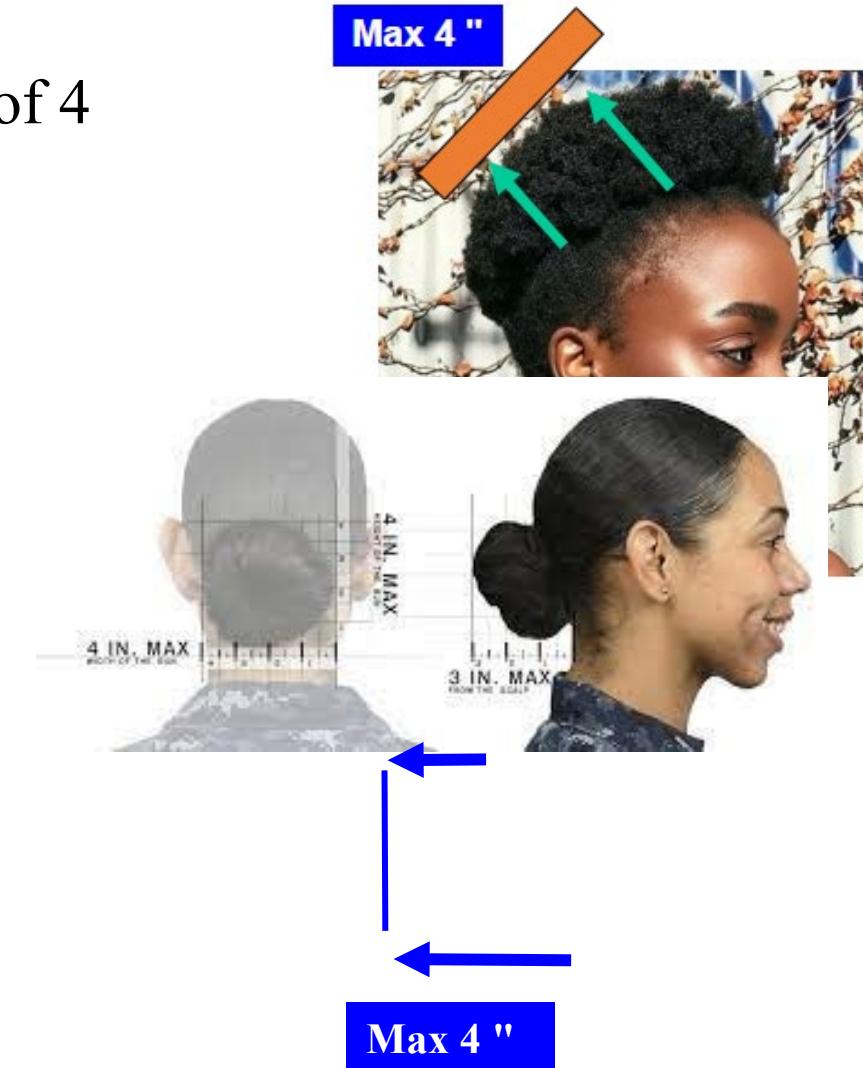
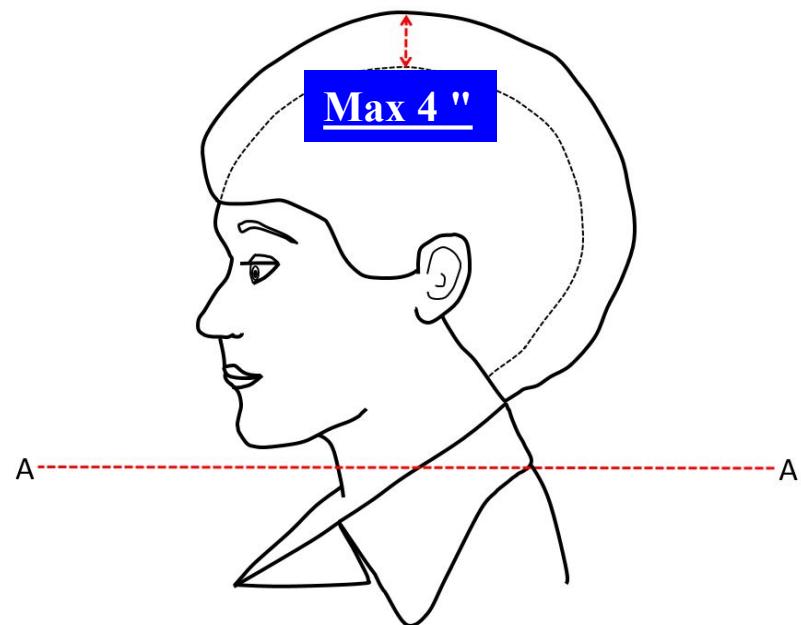
- Prohibited: Mohawk, mullet, cornrows, dreadlocks, hair extensions, or etched shapes and/or design



Female Hair Standards



- No minimum hair length, to a maximum bulk of 4 inches from scalp

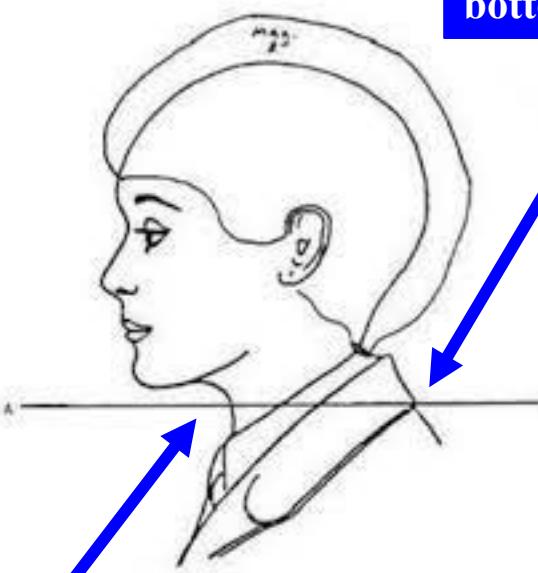




Female Hair Standards



- Hair will end above the bottom edge of collar
 - Will not extend below an invisible line drawn parallel to the ground,
 - Both front to back and side to side unless pulled back and secured or worn in an authorized ponytail or equivalent or long braid(s)



bottom edge of collar

invisible line drawn parallel to the ground, both front to back and side to side

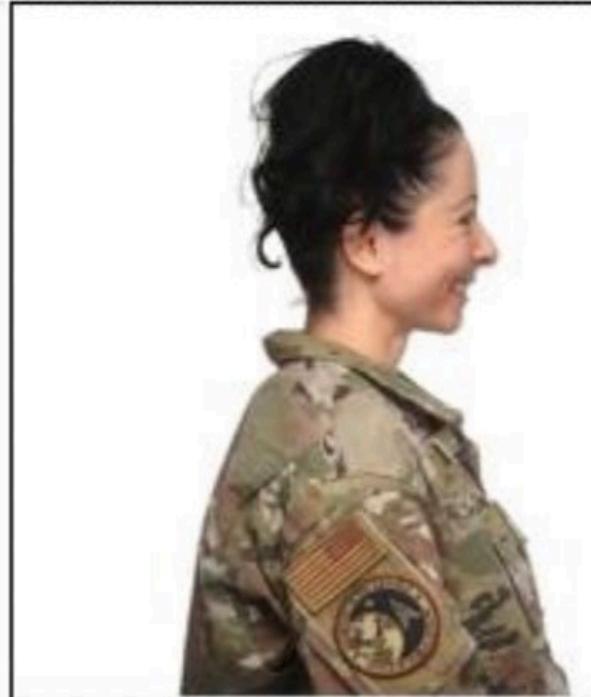
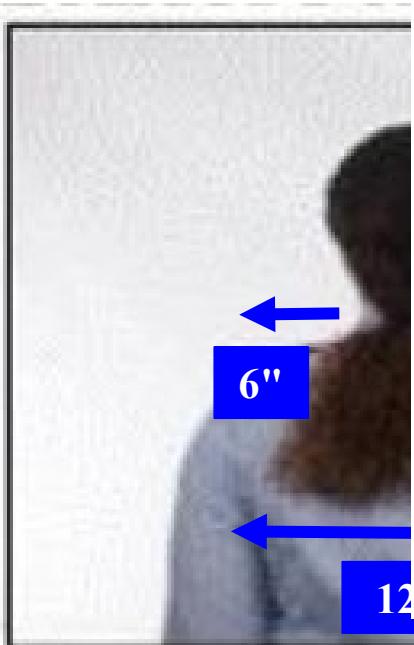




Female Hair Standards



- If hair is pulled back and secured behind the head, radius will not exceed 6 inches from the point where the hair is gathered
- **Will not be fasten on the Crown of Head**
i.e., no more than 6 inches to the left and 6 inches to the right, 12 inches inches protruding from



12 **Ponytail Fasten on the Crown of Head.**





Female Hair Standards

- One or two braids or a single ponytail or equivalent may be worn down the member's back
 - length not extending below a horizontal line running between the top of each sleeve inseam at the under arm through the shoulder blades.
- The braid(s) or ponytail or equivalent cannot be worn over the shoulder or pulled in front of the body.



Unbraided Single Ponytail/Pull-through Ponytail Style/Braided Ponytail



A graphic titled "FEMALE GROOMING STANDARDS" in large, bold, white letters. Below the title is the text "UP TO 2 BRAIDS, SINGLE PONYTAIL, BANGS CAN NOW TOUCH EYEBROWS" in a smaller, white, sans-serif font. A horizontal red line with a dotted yellow extension at the bottom represents the height limit for the hair style.

FEMALE GROOMING STANDARDS

UP TO 2 BRAIDS, SINGLE PONYTAIL, BANGS CAN NOW TOUCH EYEBROWS

Three side-view photographs of female military members in uniform. The first shows two braids. The second shows a single ponytail. The third shows bangs that touch the eyebrows. Each photograph has a red horizontal line drawn across the back of the neck and shoulders to indicate the height limit for the hair style.

A dark blue rectangular box containing a list of acceptable hair styles and restrictions. The list includes:

- UP TO TWO BRAIDS
- SINGLE PONYTAIL
- BANGS CAN TOUCH EYEBROWS

• BULK NOT TO EXCEED WIDTH OF HEAD

• LENGTH NOT LONGER THAN INSEAM OF EACH UNDER ARM



Female Hair Standards



- Bangs, or side-swiped hair, may touch eyebrows but will not touch or cover eyes
- Locs, braids, twists, micro-braids, french braids, dutch braids and cornrows are authorized. If adding additional hair, it must be a natural-looking color



Braids



Twists



Locs



Cosmetic Standards



- Male Airmen are not authorized to wear cosmetics
- Female Airmen may wear cosmetics; however, if worn, they will be conservative (moderate, being within reasonable limits; not excessive or extreme) and in good taste.
 - AFI 36-2903, 3.1.5. Winged liner not authorized
- Female Airmen will not wear shades of lipstick that detract from the uniform, or that are extreme colors.
 - Some examples of extreme colors include but are not limited to, purple, gold, blue, black, bright (fire-engine) red, and fluorescent colors





Jewelry Standards



- **Ankle bracelets are not authorized.** Male Airmen are NOT authorized to wear earrings while in uniform or in civilian attire for official duty
- **Airmen may wear one bracelet around their wrist if worn, the bracelet will be conservative in design, no wider than $\frac{1}{2}$ inch, gold or silver in color, and will not** duty on a military installation
- **Female Airmen may wear small (not exceeding six mm in diameter) conservative, round or square white diamond, gold, white pearl, or silver earrings as a set with any Gen stones/tennis bracelets.** **Gen stones/tennis bracelets may only be worn with the mess dress uniform.**
- If member has multiple holes, only one set of earrings are authorized to be worn in uniform
 - will be worn in the lower earlobes
- When not wearing earrings, male and female Airmen are authorized to wear transparent piercing spacer(s) in lower earlobes while in uniform.
 - Not allowed in ear holes outside of the lower earlobes or any other piercing holes visible in uniform (nose, lip, eyebrow etc)
 - Local Det Policy: Non-contracted cadets may wear conservative clear spacers ONLY in ear cartilage/nose while in modified uniform or PT gear





Approved Jewelry



- Watches. Must be conservative and only one can be worn around the wrist while in uniform, PTG, or civilian attire in an official capacity. Smart watches are authorized.
- Conservative examples (not all inclusive) are solid color black, brown, silver or gold.
- Airmen may wear a total of no more than three rings; wedding sets count as one ring when worn as a set.
- Rings will be worn at the base of the finger and may be worn on the thumb.
- Necklaces. Will not be visible at any time. If worn, will be concealed under a collar or undershirt.





Unauthorized Jewelry



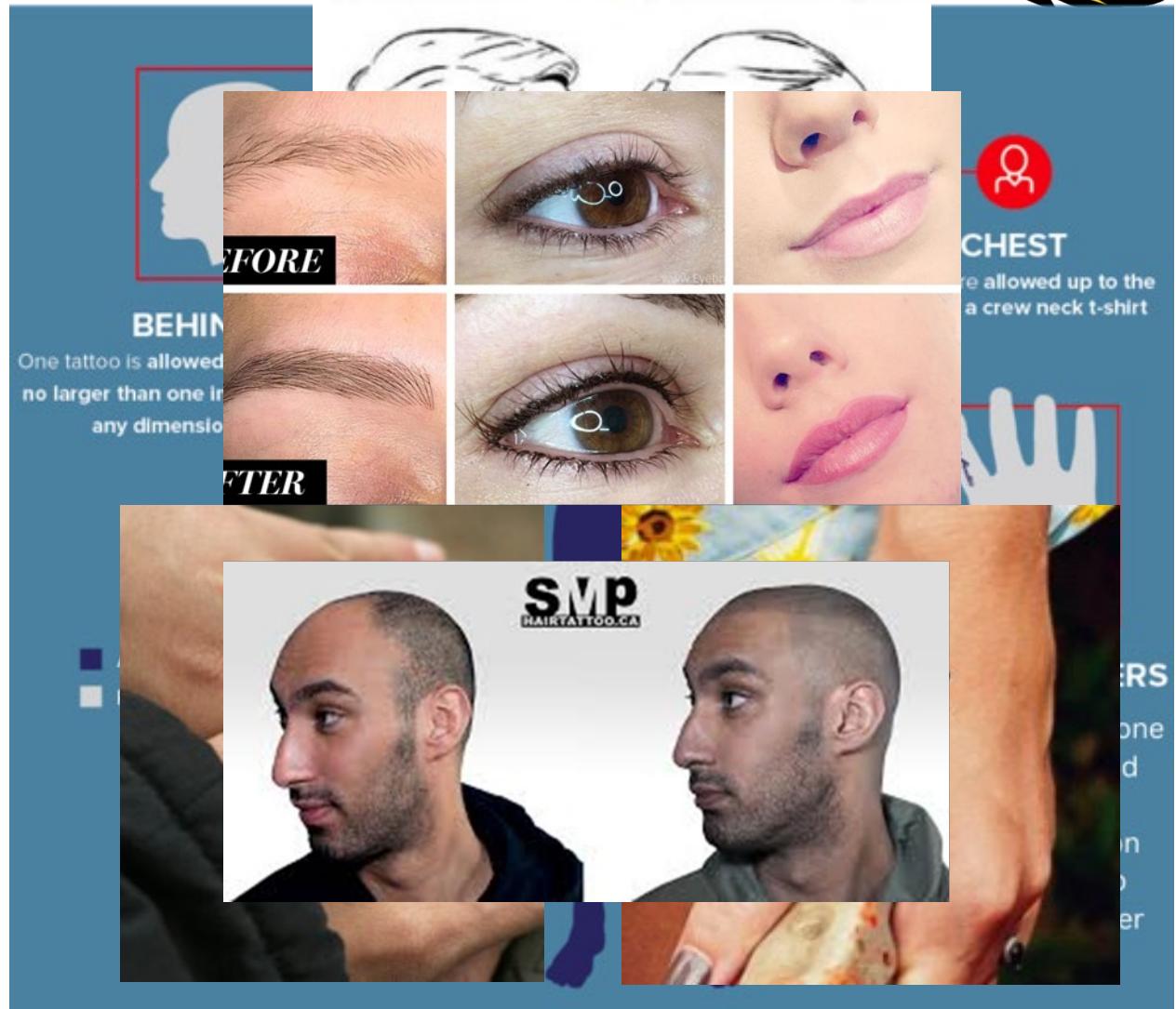


Tattoos/Brands/Body Markings



Authorized

- Chest and back ~~below the collar~~ tattoos (collar uniform), arms, legs, feet, hands, and neck
- ~~One tattoo on the neck~~ is authorized
- Will not exceed 1 inch in measurement in any direction.
- Authorized when directed by licensed, qualified medical personnel to correct a medical condition, illness or injury
- Ring tattoos are limited to a single band,
- Chest and back of tattoo will not be visible through any uniform combination(s) for visible while wearing an open shirt.
- Cosmetic tattooing is permitted for women if done to apply permanent facial makeup (i.e., eyebrows, eyeliner) and for men if for permanent cosmetics for hair appearance.





Tattoos/Brands/Body Markings



Unauthorized

- Head, face, tongue, lips, eyes, and scalp
- Obscene, commonly associated with gangs, extremist, and/or supremacist organizations, or that advocate sexual, racial, ethnic, or religious discrimination are prohibited in and out of uniform
- Grossly offensive to modesty, decency, or propriety, or shocks the moral sense, because of its vulgar, filthy, or disgusting nature, or its tendency to incite lustful thought
- Airmen and Guardians may not cover up tattoos, brands, and/or body markings with bandages or make-up in order to comply with unauthorized content tattoo policy.



**Head
Face**

Extremist

**Religious Discrimination
Grossly offensive**



BREAK
15 minutes



Scholarship Requirements



Eligibility Requirements

- Full-time student status
- Completion of at least one full-time semester of graded college coursework
- GPA: Minimum 2.5 term and cumulative
- Pass the Physical Fitness Test with a score of 75% or higher (push-ups, sit-ups, 1.5 mile run)
- Meet all age, moral, medical, and citizenship requirements
- Meet minimum AFOQT (Verbal & Quantitative) scores
- DoDMERB medical qualification completed

Selection Considerations

- Performance ranking provided by the Detachment Commander
- Boards convene October and April annually
- Note: Minimum standards must be met, but selectees typically exceed them in GPA, SAT/ACT, and fitness performance

Scholarship Process

- No formal application—Commander nominates cadets who meet eligibility and demonstrate strong performance
- To activate: Must sign contract and accept military service obligation
- The Air Force pays tuition and fees to your school for current and future semesters per contract terms



AFROTC Benefits



Scholarships

Scholarships Provide Funds for:

- Tuition and fees (Type 1: 100%; Type 2: \$18K per year for tuition/fees)
- \$900 (\$450/semester) per year for books
- Nontaxable monthly stipend during school year
- *Note: Scholarship funds are NOT applied toward Room & Board

Stipend

Contracted Cadets Only:

- AS 100 (freshmen) receive **\$350** per month
- AS 200 (sophomore) receive **\$400** per month

ALL POC cadets (once contracted)

- AS 300 (junior) receive **\$450** per month (stipend continues during summer break)
- AS 400 (senior) receive **\$500** per month

Cadet Programs

Civil Air Patrol orientation flights

Arnold Air Society – professional organization within AFROTC

You Can Fly – earn private pilot's license (\$3,500 per yr/per student)



Detachment Procedures



Detachment Procedures



- **Front Office Procedures**

- **Entrance**
 - Approach the front office door, stop, **knock once**, and state, "Cadet entering the area"
 - **Wait** for a visual or verbal cue to enter
 - If no one appears to be around, state it again, this time, louder; someone is probably in a back room
- **Appointment Scheduling for the front office**
 - Call/E-mail/Stop by in-person and coordinate your request through Ms. Melanie
 - You should be able to clearly tell her the 5Ws:
 - **Who** you're requesting a meeting with
 - **What** you want to discuss
 - **When** you are available (provide three different days/times)
 - **Where** it should take place (if requesting a place other than their office)
 - **Why** you want to meet.
 - **If you are directed to see a cadre member, you must **initiate** coordination within one business day**



Detachment Procedures



- **Sick Call Procedures:** In order for an absence from PT, Class, or LLAB to be excused, students must do the following ***within 24 hours of developing symptoms:***
 - Print out Air Force ROTC Medical Excuse form from your class material in Canvas
 - Report to your preferred medical professional or the University's Moffatt Health Clinic
 - Ensure the medical provider completes the Air Force ROTC Medical Excuse form
 - Submit the Air Force ROTC Medical Excuse form via USM's "[Request for Academic Notification](#)" site
 - **PSA:** Ensure that these notes say that you are **EXCUSED** and not just seen
- **Reasons for Absence(s) Other than Illness:** Refer to your class syllabus



Detachment Procedures



Request for Academic Notification

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

Hello, if you have reached this page it means you have experienced illness or other circumstances that impact class attendance and participation. We are here to help!

By submitting this form, the student is petitioning to have this office authenticate the documentation provided. The student and their instructor(s) will receive correspondence from our office advising whether or not the documentation submitted is authentic.

Should I submit this form if:

"My car would not start?" No

"I overslept." No

"I missed the due date on Canvas." No

"My work schedule changed." No

You should address these types of issues with your instructor.

This correspondence does not "excuse", nor does it guarantee that the student will be permitted to make up tests or other missed assignments; it simply documents that the student's circumstance(s) indicates that the student is/was unable to participate in class.

Privacy - Terms

5:37 PM
8/16/2023

THE UNIVERSITY OF SOUTHERN MISSISSIPPI

DEPARTMENT OF AEROSPACE STUDIES

118 College Drive #5145 | Hattiesburg, MS 39406-0001
Phone: 601.266.4468 | Fax: 601.266.4481 | afrtc@groups.usm.edu | www.usm.edu

Air Force ROTC Medical Excuse

Student Name: _____ ID: _____

This verifies that the above patient has been treated at _____ and is excused from the following:

Upper body exercise
 Lower body exercise
 All physical activity
 Attendance at academic class

This medical excusal is valid from _____ to _____.

Health Care Employee Information:

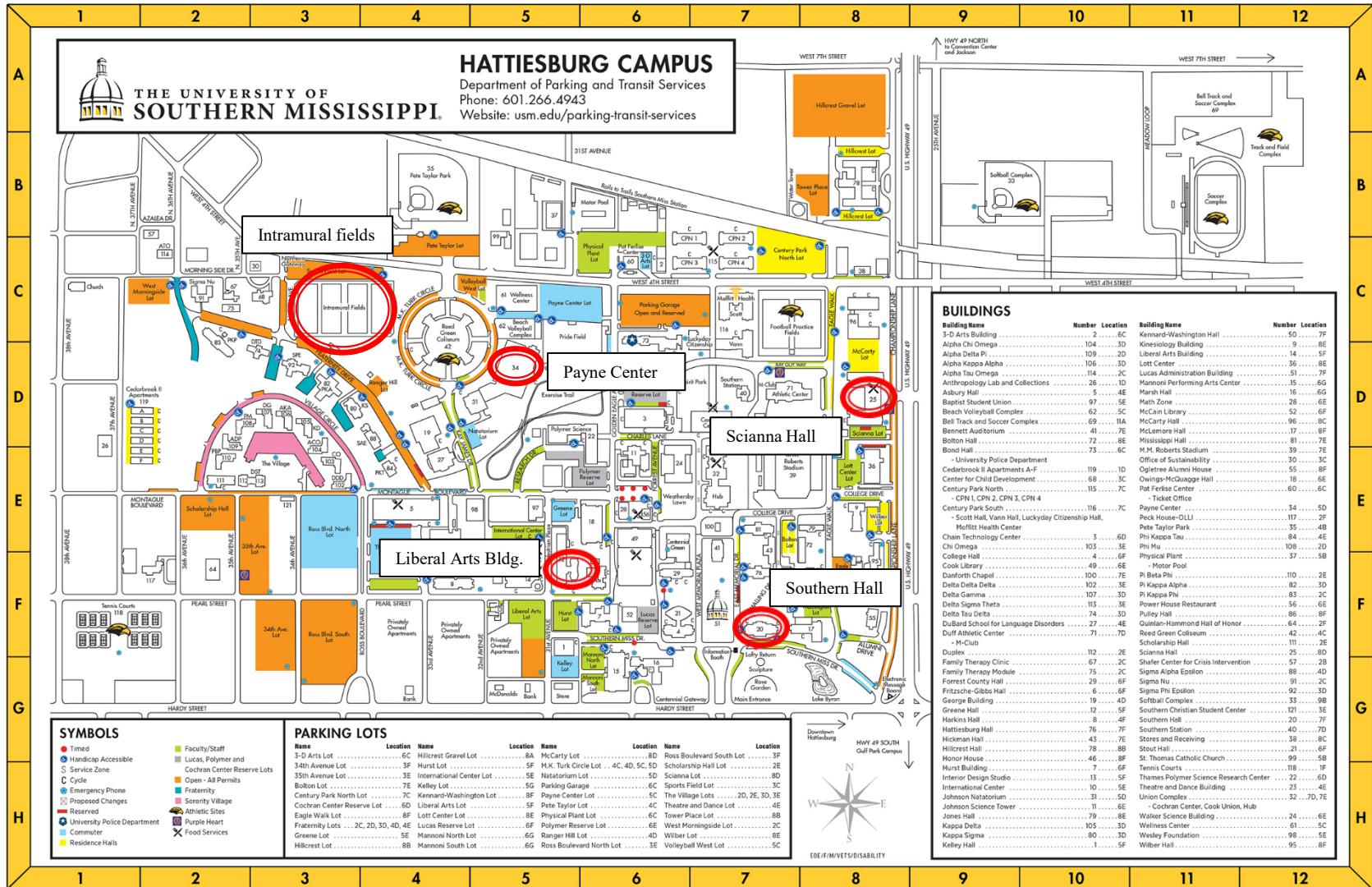
Name _____ Date _____ Time _____

Signature _____ Office Phone _____

Disclaimer: This excuse is not part of your medical record. Professors and/or instructors may verify the content of this excuse. Students in the Air Force ROTC Program are required to submit this and other substantiating documentation to USM's "Request for Academic Notification" site.



Important AFROTC Locations



Campus Map
QR Code





Academic Plan - Form 48 Initiation



Air Force ROTC Detachment 432
Form 48 - Academic Plan



Upcoming Events



27 Jan:

0600: PT @ Intramural Fields

28 Jan:

0600: PT @ Intramural Fields

29 Jan:

0600: PT @ Intramural Fields

TBD Apr: AFOQT

23 Apr: Dining out

Civilian PT Gear: Wear conservative, weather appropriate, exercise attire in conservative colors (white/black/grey/navy blue) with no large or inappropriate logos/pictures or words.



NCO's Tools to Success



- Learn to be comfortable with being uncomfortable
- Be a sponge and learn from your peers
- **COMMUNICATE!!!**
- Challenge yourself
- Always remember that this a four-year job interview



Questions?