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Lieutenant Colonel John Arellanes  
West Virginia University  
367 Oakland St  
Morgantown, WV 26505  

AFROTC Cadet,  

Welcome to Air Force Reserve Officer Training Corps (AFROTC) Detachment 915 at WVU. Our mission is to develop quality leaders for the United States Air Force (USAF) or the United States Space Force (USSF) through leadership training, Aerospace Studies coursework, and physical training. Successful completion of our training program will earn you a commission as a Second Lieutenant in the USAF or USSF. From there, you will go on to serve in a range of possible career fields such as cyber/space systems, logistics, aircraft maintenance, or flying the world’s premiere aircraft.

Unless on a USAF scholarship, there is no military commitment for participating in AFROTC for the first two years. Some of you were selected by me to receive a meal or room scholarship which is not a USAF scholarship and does not obligate you to any military commitment. You already have your class schedules with the exception of our physical training (PT) sessions. The requirement for PT is to attend the 2 one-hour sessions each week. You will be also be given the opportunity to participate in numerous activities and organizations that reach out to the local community while strengthening the skills necessary to be successful in the USAF or USSF.

Please read this guide to help prepare you for life as an AFROTC cadet. It will answer most questions you may have, give you tips/pointers on being successful in AFROTC, and help prepare you for your first semester. I will need you to schedule an appointment for the first week of class with with the cadre (AFROTC Staff) to in process you to our system of record. The guide will walk you though setting up a WINGS account. Please bring all required documentation.

Congratulations on your decision to begin your journey toward becoming an officer in the United States Air Force or Space Force. We are excited to have you as part of our program and look forward to meeting you in person.

Sincerely,

JOHN M. ARELLANES, Lt Col, USAF  
Commander
Attending New Cadet Orientation is not required to participate in AFROTC but is highly recommended since it takes care of some administrative items before classes begin. New cadets will be briefed on the AFROTC program, scholarship opportunities, the Cadet Wing, and paths to earning a commission. Interested cadets should check their email regularly for more information including the final date for Orientation.
AFROTC Det 915 In-Processing Checklist

Please print this checklist and accomplish prior to arrival at WVU. Items not completed by the first day of classes may limit your ability to participate in AFROTC.

Pre-Arrival

☐ Register for USAF100 and USAF131 (if you plan to enroll as a Sophomore, please contact us at (304) 293-5421 or AFROTC@mail.wvu.edu to determine if you meet eligibility requirements).

☐ Familiarize yourself with all documents located on the WVU AFROTC New Cadet page: https://afrotc.wvu.edu/join/new-cadets

☐ Print a copy of the AFROTC Form 28 from the New Cadet Page and schedule a Sports Physical appointment with your physician. Bring the Form 28 with you to the appointment and have the physician complete it; the physician must complete this Form 28; we will not accept the physician's version of a sports physical form.
  o Scholarship cadets do not need to bring this form to orientation if they have a completed DODMERB.
  o All cadets must have a complete Form 28 in order to receive any AFROTC uniforms and participate in AFROTC activities.

☐ Create a WINGS account and complete the application checklist. See the WINGS Applicant Guide located on the New Cadet Page.

☐ (Optional) Complete and submit the room and board scholarship application. Room and board scholarships are offered on a rolling application deadline. The application may be submitted at any time, but a cadet must have a WVU student ID number and be registered for USAF 131 and USAF 100 in order to be considered.

Items to Bring to New Cadet Orientation

☐ Original birth certificate or naturalization certificate (if no original, a certified copy from the Clerk or Recorder of Birth State). Alternatively, an original passport can fulfill this requirement.

☐ Original Social Security Card (must be signed by applicant, NOT a parent/guardian).

☐ Selective Service Number (males only). Verify you are registered for the Selective Service. See “Check a Registration” at www.SSS.gov.

☐ Copy of all SAT and/or ACT test scores (unofficial or official).
☐ College transcripts of all completed college work credited towards your undergraduate degree (unofficial copies are acceptable but must show the hours and quality points for each class).

☐ Form 28 (completed by a physician).

☐ List of Civil Involvements (information regarding any involvement with civil, school or military authorities since age 13; i.e., traffic citation; detention or suspension; Article 15).
  o Event Details (e.g., speeding - 76 in 65, fist fight, minor in possession).
  o Date (Month and Year).
  o Institution issuing finding (city vs. state police; name of the city, school, or base).
  o Result/Outcome (e.g., paid fine and amount, in-school suspension).
  o Copies of Tickets or Court Results are preferred if available.

☐ Certificates or documentation demonstrating (as applicable):
  o Junior ROTC
  o Civil Air Patrol
  o DD Form 214 (prior military enlistment)
  o DD Form 785 (prior service academy or officer accession training program)

Full Name: ____________________

West Virginia University (or Cross-town School) Student ID number: ____________________

Permanent Address

  Address: ____________________

  ____________________

  Phone Number: ____________________

College Address (where you physically live at the university) if different than above

  Address: ____________________

  ____________________

  Phone Number: ____________________
Packing Checklist

The following items will be required to participate in the AFROTC program:

☐ Completed in-processing checklist from this guide

☐ Physical training gear (civilian):
  o Athletic shirt
  o Athletic shorts
  o Running shoes
  o Socks (black, white, grey, or dark blue; small logos)
  o Undergarments (compression shorts/sports bras/undershirts)
  o Water bottle

☐ Business casual wear
  o Khakis or tan dress slacks (no cargo pockets or skinny jean colored khakis, must be loose fitting and appropriate in a professional environment)
  o Conservative brown or black belt
  o Conservative athletic shoes or black shoes

☐ Class supplies
  o Writing utensils
  o Notebook
  o Laptop/tablet
  o Backpack/bookbag (solid black, brown, gray, or dark blue)
The Detachment:
Detachment 915 is structured much like a typical Air Force Base. The Cadet Corps is called a "Wing" and is headed by the Cadet Wing Commander. The training objectives of AFROTC Detachment 915 are carried out by the Cadet Wing Commander and his/her staff. The Cadet Wing Commander and staff run the Wing under the guidance of active duty Cadre members.

The Cadre:
Experienced active-duty officers and non-commissioned officers (NCOs) make up the Cadre. They are the teaching staff of the AFROTC unit. They have been selected for this assignment based on professional accomplishments, academic background, and qualification as instructors. The NCOs work with the officers and coordinate all paperwork, medical exams, and cadet personnel files. At Detachment 915, the officers and NCOs are supported by one civilian administrative staff member.

General Military Course (GMC):
The General Military Course (GMC) introduces cadets to the United States Air Force and prepares them for selection to Field Training (FT). As Freshmen, cadets enroll in AS100 (Foundation of U.S. Air Force) which is designed to acquaint students with the U.S. Air Force and Air Force Reserve Officers' Training Corps. Topics include mission and organization of the Air Force, professionalism, military customs and courtesies, Air Force officer opportunities, group leadership problems, and introduction to communication skills. During the Sophomore year, cadets are enrolled in AS200 (Evolution of U.S. Air and Space Power) which is designed to motivate students to transition from an Air Force ROTC cadet to officer candidate. Topics include Air Force heritage and leaders, introduction to air and space power, and continued application of communication skills. GMC Cadets are considered Cadet Airmen. Freshmen cadets are classified as Cadet Fourth Class (C/4C) and Sophomore Cadets are classified as Cadet Third Class (C/3C).

Professional Officer Course (POC):
This program is for cadets who have successfully completed FT. It allows Cadets to practice the leadership skills they have developed during their time as GMC cadets, in their Aerospace Studies courses, and at their FT encampment. The POC cadets run the day-to-day operations of the Cadet Wing, including weekly Leadership Laboratory (LLAB) and Physical Training (PT) as they prepare for entrance into the active duty Air Force. Junior Year cadets are enrolled in the AS300 (Air Force Leadership Studies) course and Senior cadets are enrolled in the AS400 (National Security Affairs/Preparation for Active Duty). POC cadets are cadet officers. Their rank corresponds with Cadet Wing positions that are awarded to them by the Cadet Wing Commander and Cadre.
Leadership Lab:
Leadership Laboratory (abbreviated "LLAB" and pronounced “Lead Lab”) include briefings, inspections, leadership projects, drill and ceremony, and much more. LLAB takes place once a week (Tuesday from 0600 to 0800 hours) and is attended by the entire AFROTC Cadet Corps. LLAB helps to build your confidence and provides you with insight into the role of an Air Force officer. Some LLABs occur outside and include more hands-on activities and training (e.g. drill practice, team building exercises). Attendance at LLAB is mandatory and LLABs are planned and carried out by the POC Cadets and Cadet Wing Commander under the guidance of the Detachment Commander.
How To Be a Cadet

Grooming Standards
AFROTC cadets are expected to adhere to basic groom and uniform guidance prescribed in DAFI 36-2903. The below information contains highlights from the Air Force Instruction (AFI), and new cadets should make a reasonable effort to arrive to Cadet Orientation “in regs,” but additional guidance will be provided upon arrival for anyone not adhering to this guidance. See https://static.e-publishing.af.mil/production/1/af_a1/publication/dafi36-2903/dafi36-2903.pdf for more specific DAFI 36-2903 information.

Hygiene/Health and Wellness:
- Bathe regularly. Wash your body and your hair often.
- Trim your nails and keep them clean.
- Brush and floss. At the very least, brush your teeth twice a day and floss daily.
- Get plenty of rest.
- Eat healthy and take care of yourself - don't skip meals.
- Keep clothing clean and neat i.e. wash your PT Gear.

Hair:
Hair will be clean, well-groomed, present a professional appearance and will not contain excessive amounts of grooming aid (gel, moisturizer, etc). If applied, dyes, tints, bleaches, and frostings must result in natural hair colors. Examples of natural hair colors are brown, blonde, brunette, natural red, black, or grey.

Hair (Males):
Tapered appearance on both sides and the back of the head. A tapered appearance is one that when viewed from any angle outlines the member's hair so that it conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists or spiking. Hair will not exceed 2 ½ inches in bulk, regardless of length and ¼ inch at natural termination point; allowing only closely cut or shaved hair on the back of the neck to touch the collar. Hair will not protrude under the front band of headgear. Mustaches are allowed and will not extend downward beyond the lip line of the upper lip or extend sideways beyond a vertical line drawn upward from both corners of the mouth. Beards are not authorized except for medical and religious reasons.
Hair (Females):
No minimum hair length, to a maximum bulk of 4 inches from scalp and allows proper wear of headgear. Hair will end above the bottom edge of collar and will not extend below an invisible line drawn parallel to the ground, both front to back and side to side unless worn in authorized ponytail or long braid(s). If hair is pulled back and secured behind the head, radius will not exceed 6 inches from the point where the hair is gathered. One or two braids or a single ponytail may be worn down the member’s back with 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 cannot be worn over the shoulder or pulled in front of the body. It must go down the member’s back. Bangs, or sideswiped hair, may touch eyebrows but will not touch or cover eyes. If worn, hair accessories (e.g., fabric scrunches, hairpins, etc.) must match hair color. Black hair accessories are authorized regardless of hair color.

Jewelry:
Watches and bracelets must be conservative, not present a safety hazard, and worn around the wrist. Conservative examples (not all inclusive) are solid color black, brown, silver or gold. Prohibited examples are diamond-covered, neon, bright colors, and bands that exceed 1-inch width.
- A maximum of three rings on both hands.
- Necklaces will not be visible at any time and if worn must be concealed under a collar or undershirt.
Cosmetics (Females only):
- Male Cadets are not authorized to wear cosmetics to include nail polish.
- Female Cadets may wear cosmetics; however, if worn, they will be conservative (moderate, being within reasonable limits, not excessive or extreme) and in good taste. Female Cadets will not wear shades of lipstick that distinctly contrast with their complexion, 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.
- If worn by female Cadets, nail polish will be a single color that does not distinctly contrast with the female Cadet's complexion, detract from the uniform, or be extreme colors. Some examples of extreme colors included, but are not limited to, purple, gold, blue, black, bright (fire engine) red and florescent colors. Do not apply designs to nails or apply two-tone or multi-tone colors; however, white-tip French manicures are authorized.

Uniforms
Until you are issued a uniform, the LLAB uniform for new cadets is khakis or tan dress slacks (no cargo pockets or skinny jean colored khakis; must be loose fitting), conservative brown or black belt, detachment collared or black or navy collared polo (tucked in), and conservative athletic shoes or black shoes. NOTE: Detachment polos will be provided to new Cadets at no cost.

Toward the end of the first semester you will be contacted to make an appointment to be measured for your uniforms. You must have a qualified DODMERB to receive your uniforms. The DODMERB process will be explained in detail during in-processing.

Cadets who have not yet been issued uniforms will wear the LLAB uniform equivalent all-day after LLAB, to Air Force ROTC class, and when meeting Cadre for official business.

Customs and Courtesies
Customs and courtesies are an important part of military tradition and dictate how cadets interact with each other and Cadre members.

Verbal Greeting:
When addressing an officer, always use proper titles. Proper titles include: their rank, their rank and last name, or Sir/Ma'am. When addressing an NCO, use their rank or their rank and last name.

Saluting:
Whenever outdoors and both parties are in official uniform, excluding PTUs, the verbal greeting must be accompanied by a salute. In the Cadet Wing, a salute is used to greet both Cadet and active duty Officers, and there are several rules to keep in mind regarding salutes
- A salute indoors is rendered only when reporting to a senior officer or receiving an award.
• A salute is rendered to U.S. military officers (all branches), the President of the United States, POC cadets, and the U.S. Flag when being raised, lowered, and carried, and during the national anthem when it is being played outdoors and you are in uniform.
• Salute when reporting in.
• Salute when outside and walking past an officer, or an officer walks past you—render a salute and the appropriate verbal greeting. Note: A salute is only rendered if both parties are in uniform, walking or standing, and not in a formation.

**Reporting In:**
Reporting In is a military practice to begin a meeting with an officer. All meetings with Cadre will require reporting in. To report in for a scheduled meeting:

- Arrive on time.
- Knock once on the door.
- When told to enter, walk directly to within two paces of the desk, come to attention, salute (if reporting to an officer), and say “Sir/Ma’am, Cadet (last name) reports as ordered.”
- If reporting without a scheduled meeting, state “Sir/Ma’am, Cadet (last name) reports.”
- Hold your salute until it is returned, then follow the directions from the officer.
- At the end of the meeting ask “Will that be all, sir/ma’am?” If so, stand at attention, salute (if reporting to an officer), and give the proper greeting. Once the salute is returned, drop your salute, return the chair to its original position, and execute proper facing movements to depart the room.

**Email and Phone Etiquette:**
Your school email account will be the primary means of communication with Cadre and within the Cadet Wing. It is recommended that cadets check their email at least once a day to stay aware of current information. Cadets will acknowledge emails from Cadre regarding any task to complete within 24 hours. Failing to do so may result in missed opportunities for scholarships, professional development opportunities, or important announcements. When sending an email:

- Use proper grammar. Be sure to proofread and use spellcheck before sending.
- Be professional—have an appropriate subject line, font, style.
- Use the proper signature block. For AFROTC, the below template can be used:

  Very Respectfully,
  FIRST M. LAST, C/4C, AFROTC
  Alpha Flight Member
  Det 915, West Virginia University
  123-456-7890
  user@email.com
For matters that are more urgent or not easily communicated via email, phone calls should be used. As with emails, phone calls to Cadre members or other Cadets should be professional. The Detachment’s main office number is 304-293-5421. Save this number in your cell phone at your earliest convenience.

**Reporting Civil and Medical Involvements**

All AFROTC Cadets **must** report any involvement with law enforcement, school officials, military authorities, or any civil authorities **within 72 hours** of an incident regardless of how insignificant it may seem or the disposition. Prior to commissioning, all Cadets undergo screening for a security clearance. Involvements discovered during screening but not previously disclosed may result in removal from the AFROTC program. WVU parking tickets do not need to be reported.

To report a civil involvement, Cadets must send an email to their primary Air Force instructor within 72 hours of the incident. The email should contain a description of the incident and any documentation that is available (written ticket, summons, etc.). Follow up actions will then be discussed on how to proceed, but most will result in a discussion with an instructor.

Because of the stringent physical and medical qualifications necessary to enter the Air Force and Space Force, all Cadets must report any change in their medical status to a Detachment NCO. This includes broken or fractured bones, prolonged illness (more than 30 days), prescribed medications, allergies, severe sprains or muscle pulls, and pregnancy. Failure to disclose any change in medical status could result in the removal from the AFROTC program.
Key AFROTC Locations on Campus

Student Recreation Center (SRC): Physical training takes place here (times are determined at the beginning of each semester). Most LLABs are also held here.

ERC Annex: Home of AFROTC Detachment 915. Here you will find the Cadre offices, cadet lounge, and the rooms where most Air Force classes are held.
How to Prepare

Your first Fitness Assessment (FA) will take place early in your first semester. The best way to prepare for the assessment is to improve your personal fitness level. The Air Force is currently in the process of implementing a new Fitness Assessment, but Cadets should be physically prepared for a 1.5-mile run, pushups, and sit-ups. Stay active and maintain a healthy diet.

All Cadets will be required to pass the Air Force Officer Qualifying Test (AFOQT) before commissioning. The Detachment hosts AFOQT testing several times a year for Cadets and other interested individuals. There are multiple test preparation services, books, and websites that can help increase test scores.

Complete the AFROTC Form 28 and create your WINGS Account before the semester begins.
Air Force Warrior Knowledge

The following information will eventually become second nature to you, but until then you may need to refer to this guide. Studying to familiarize yourself with the information will only help you in your AFROTC career.

**Air Force Core Values**

**Integrity First:** Integrity is essential. It is the inner voice, the source of self-control, the basis for the trust that is imperative in today's Air Force. It is doing the right thing when nobody is looking.

**Service Before Self:** Service in the Air Force is not just another job. It is an uncommon profession that calls for people of uncommon dedication. A leader unwilling to sacrifice individual goals for the good of the unit cannot convince other members to do so.

**Excellence in All We Do:** We are the world’s greatest Air Force, and we must strive to maintain this daily by performing everything we do with excellence.

**Air Force Mission**
Fly, fight and win – airpower anytime, anywhere.

**Air Force ROTC Mission**
Develop premier leaders of character for tomorrow’s Air Force.

**The Cadet Honor Code**
We will not lie, steal, or cheat, nor tolerate among us anyone who does.
AFROTC Cadet Rank Structure

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<thead>
<tr>
<th>Rank (Abbreviation)</th>
<th>Epaulet Rank Boards/Marks</th>
<th>Utility Uniform Rank Pins</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cadet Colonel (C/Col)</td>
<td><img src="image" alt="Epaulet" /></td>
<td><img src="image" alt="Utility Uniform Rank Pin" /></td>
</tr>
<tr>
<td>Cadet Lieutenant Colonel (C/Lt Col)</td>
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<tr>
<td>Cadet Major (C/Maj)</td>
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<tr>
<td>Cadet Captain (C/Capt)</td>
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<tr>
<td>Cadet First Lieutenant (C/Lt)</td>
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<tr>
<td>Cadet Second Lieutenant (C/2Lt)</td>
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<td>Cadet Third Class (C/3C)</td>
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<td>Cadet Fourth Class (C/4C)</td>
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POC (AS 200/250 Cadets)

AS 100 Cadets

Air Force Rank Structure

### Enlisted

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<th>Rank (Abbreviation)</th>
<th>Epaulet Rank Boards/Marks</th>
<th>Utility Uniform Rank Pins</th>
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<td>Airman First Class (A1C)</td>
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<td>Senior Airman (SrA)</td>
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<td>Staff Sergeant (SSgt)</td>
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<td>Technical Sergeant (TSgt)</td>
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<td>First Sergeant (1SG)</td>
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<td>Senior Master Sergeant (SMSgt)</td>
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<td>First Sergeant (1SG)</td>
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<td>Chief Master Sergeant (CMSGt)</td>
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<td>First Sergeant (1SG)</td>
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<tr>
<td>Command Chief Master Sergeant (CMMSC)</td>
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<td>Chief Master Sergeant of the Air Force (CMSAF)</td>
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### Officer

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- 2nd Lieutenant (2Lt/Lt)
- 1st Lieutenant (1Lt/Lt)
- Captain (Capt)
- Major (Maj)
- Lieutenant Colonel (Lt Col)
- Colonel (Col)
- Brigadier General (Brig Gen)
- Major General ( Maj Gen)
- Lieutenant General (Lt Gen)
- General (Gen)
- General of the Air Force (Gen of the Air Force)
Frequently Asked Questions

Q: What grades do I have to maintain to remain in AFROTC?

A: To maintain eligible for the AFROTC program (to compete for Field Training attendance and contract) a GMC Cadet must maintain at least a 2.00 cumulative GPA, complete all Aerospace Studies classes with a grade of 2.00 or above, pass all LLABs, and must be enrolled as a full time student. Scholarship Cadets must maintain a 2.50 GPA for both term and cumulative calculations. These are the minimums. AFROTC is a competitive program and you must strive to maintain a high GPA in order to be eligible for consideration of "in college" scholarships, rated positions (Pilot, Combat Systems Officer, Air Battle Manager, Remotely Piloted Aircraft Pilot), and to be competitive for your desired non-rated career field.

Q: What is involved in the physical training (PT)?

A: Each cadet must attend two physical training sessions every week. Times vary per semester. If a cadet has an excused absence, they will be allowed to make it up. Physical training is designed to help you achieve a fitness level to meet Air Force standards. The Air Force fitness assessment (FA) consists of pushups, sit-ups, and a 1.5-mile run. The score charts for the Air Force fitness assessment are available online: https://www.afpc.af.mil/Career-Management/Fitness-Program/

Q: Do I have to purchase my Air Force ROTC books and uniforms?

A: No, Air Force ROTC provides all books relevant to its classes. However, the uniforms remain the property of the United States Air Force and you are responsible for maintaining the condition of the uniforms issued to you which will include dry cleaning and laundering expenses. If a uniform is damaged or lost while in your care, you may be responsible for the cost of replacing the uniform.

Q: If I don't have a scholarship, can I get one in college?

A: Yes, there are opportunities to compete for scholarships from the Air Force and other organizations while in college. In-college AFROTC scholarships are offered based on grades, SAT/ACT scores, physical fitness, overall performance, and choice of academic degree. The majority of AFROTC scholarships are awarded to cadets in technical degree fields such as engineering, physics, or computer science, but there are scholarship opportunities for non-technical degrees as well. Cadets may be considered for the in-college scholarship program after successfully completing at least one term in college. The Cadre and POCs will have information about smaller, one-time scholarship opportunities in addition to the Air Force ROTC in college scholarship program.
Q: Do I have to take the ASVAB (Armed Services Vocational Aptitude Battery)?

A: No. However, you do need to take and pass the AFOQT (Air Force Officer Qualifying Test) during your Sophomore year and prior to selection for Field Training. The AFOQT is a standardized test that measures verbal and math aptitude (similar to the SAT and ACT) as well as additional aptitudes relevant to specific career fields.

Q: Do I have to attend basic training?

A: You will NOT attend Air Force basic training at Lackland Air Force Base, Texas. Basic Military Training is for enlisted personnel only. As an AFROTC cadet, you will attend Field Training (FT) during the summer between your Sophomore and Junior year. FT is held at Maxwell Air Force Base in Montgomery, AL and/or Camp Shelby, MS. Attending FT is required to be commissioned in the United States Air Force.

Q: What do I need to do to become a pilot?

A: Rated positions (Pilot, Combat Systems Officer, Air Battle Manager, Remotely Piloted Aircraft Pilot) are awarded to cadets based on several factors including grades, physical fitness, AFOQT scores, Field Training performance, flight hours, TBAS (Test for Basic Aviation Skills) score, and Commander's ranking. As a Freshman, maintaining good grades and physical fitness are a great start towards obtaining any rated position. You will compete for a rated position the year before your anticipated graduation date. More information about rated positions and other Air Force jobs will be made available in your Sophomore and Junior years.

Q: Can I participate in other activities at the University?

A: Yes, you can participate in just about any student organization at WVU and are encouraged to do so. Involvement in other student organizations provides you with a well-rounded college experience and will help you gain skills that will be valuable as an officer and leader.

Q: I want to be an officer in the Space Force, how do I do that?

A: AFROTC is a commissioning source for the U.S. Space Force (USSF). Cadets interested in pursuing a career in the Space Force will submit an application for consideration, typically during their junior year. The USSF is very selective; cadets who are not selected for the USSF will be able to apply for USAF-specific careers.
# Common Acronyms

<table>
<thead>
<tr>
<th>Acronym</th>
<th>Meaning</th>
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<tbody>
<tr>
<td>AAS</td>
<td>Arnold Air Society</td>
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<tr>
<td>AETC</td>
<td>Air Education and Training Command</td>
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<tr>
<td>AFB</td>
<td>Air Force Base</td>
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<tr>
<td>AFI</td>
<td>Air Force Instruction</td>
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<tr>
<td>AFIT</td>
<td>Air Force Institute of Technology</td>
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<tr>
<td>AFM</td>
<td>Air Force Manual</td>
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<tr>
<td>AFOQT</td>
<td>Air Force Officer Qualifying Test</td>
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<tr>
<td>AFSC</td>
<td>Air Force Specialty Code</td>
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<tr>
<td>APAS</td>
<td>Assistant Professor of Aerospace Studies</td>
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<tr>
<td>ASAP</td>
<td>As Soon As Possible</td>
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<tr>
<td>AU</td>
<td>Air University</td>
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<tr>
<td>CC</td>
<td>Commander</td>
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<tr>
<td>COB</td>
<td>Close of Business</td>
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<tr>
<td>CTA</td>
<td>Cadet Training Assistant</td>
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<td>CW</td>
<td>Cadet Wing</td>
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<tr>
<td>D&amp;C</td>
<td>Drill and Ceremonies</td>
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<td>Det</td>
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<tr>
<td>DoD</td>
<td>Department of Defense</td>
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<td>DoDMERB</td>
<td>Department of Defense Medical Examination Review Board</td>
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<tr>
<td>EAD</td>
<td>Enter Active Duty</td>
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<tr>
<td>FLT</td>
<td>Flight</td>
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<tr>
<td>FTM</td>
<td>Field Training Manual</td>
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<td>FTP</td>
<td>Field Training Preparation</td>
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<td>GMC</td>
<td>General Military Course</td>
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<td>GLP</td>
<td>Group Leadership Problem</td>
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<tr>
<td>HSSP</td>
<td>High School Scholarship Program</td>
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<tr>
<td>IAW</td>
<td>In Accordance With</td>
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<td>IG</td>
<td>Inspector General</td>
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<td>LLAB</td>
<td>Leadership Laboratory</td>
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<td>Non-Commissioned Officer</td>
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<td>NCOIC</td>
<td>NCO in Charge</td>
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<tr>
<td>NLT</td>
<td>No Later Than</td>
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<td>OCP</td>
<td>Operational Camouflage Pattern</td>
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<td>Professor of Aerospace Studies</td>
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<td>Professional Development Training</td>
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<td>Physical Fitness Assessment</td>
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<td>TBAS</td>
<td>Test for Basic Aviation Skills</td>
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<td>USSF</td>
<td>U.S. Space Force</td>
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