

**Air Force ROTC
Detachment 915
West Virginia University
New Cadet Orientation Guide**



AFROTC Detachment 915, West Virginia University

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**DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)**

4 Jun 2024

Lieutenant Colonel Jonathan J. Slottje
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 capable leaders of character for the United States 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 United States Air Force or United States Space Force. From there, you will go on to serve in a range of possible career fields such as engineering, cyber/space systems, logistics, aircraft maintenance, acquisitions, 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 applied and will be selected to receive a meal or room scholarship which is not a USAF scholarship and **does not** obligate you to any military commitment. The AFROTC class schedule can be demanding but will pay dividends on your leadership development. 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 Air Force or Space Force.

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. Our new cadet orientation is scheduled for 15-16 August on WVU's Evansdale campus and will introduce you to your classmates and help get ahead of in-processing items before classes start. I strongly recommend that all new cadets attend this orientation, if able, and invite your parents but please know that it remains optional. If you haven't requested a dorm move in date, please try to schedule it for the morning of 15 August to accommodate our orientation that afternoon. Be on the lookout for updates regarding this orientation day in your school email.

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,

A handwritten signature in black ink, appearing to read "Jon Slottje".

JONATHAN J. SLOTTJE, Lt Col, USAF
Commander

New Cadet Orientation

AFROTC Detachment 915's New Cadet Orientation is scheduled 15-16 August on WVU's Evansdale campus. 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. It is critical that interested students register for USAF100 and USAF131 to receive updates via email to include RSVP information. Family members are welcome to attend on 15 August, but only new cadets will be permitted on 16 August.



AFROTC Det 915 In-Processing Checklist

Please accomplish all items on this checklist 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-afrotc/new-cadets>
- Print a copy of the AFROTC Form 28 from the New Cadets Page and schedule a Sports Physical appointment with your physician for no earlier than 30 days prior to your arrival to WVU. Have the physician complete the Form 28. The physician must complete this Form 28; we will not accept the physician's version of a sports physical form.
 - Scholarship cadets who have a qualified DoDMERB exam do not need a Form 28.
 - All cadets must have a complete Form 28 or qualified DoDMERB exam to receive any AFROTC uniforms and participate in AFROTC activities.
- Print and complete the Civil Involvements Worksheet(s) from the New Cadets page.
 - Civil Involvement (CI) defined: 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 an involvement for AFROTC purposes and must be reported.
 - Even if you have nothing to report, you must complete the worksheet indicating that you have no prior involvements.
 - Examples include any events since age 13 to include, but are not limited to:
 - Traffic citations
 - Underage drinking
 - School suspension / detention
 - Charges related to drug use
 - Article 15 (military)
- Create a WINGS account and complete the application checklist. See the WINGS Applicant Guide located on the New Cadets Page. Please note that WINGS accounts can take up to five business days to be created once requested.
- (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 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. Photocopies of birth certificates, naturalization certificates, or passports will not be accepted.

- Original Social Security Card (must be signed by applicant, NOT a parent/guardian). Photocopies will not be accepted.

- Form 28 (completed by a physician).

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

- Printed Civil Involvements Worksheet(s) including any documentation related to each CI including ticket/citation or correspondence from issuing authority AND proof of any paid fines AND completion of required court actions (driver's school, community service, etc.).

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):
 - Athletic shirt
 - Athletic shorts
 - Running shoes
 - Socks (black, white, grey, or dark blue; small logos)
 - Undergarments (compression shorts/sports bras/undershirts)
 - Cold weather gear (solid black beanie, black gloves, black undershirt, etc.)
 - Water bottle

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

- Class supplies
 - Writing utensils
 - Notebook
 - Laptop/tablet
 - Backpack/bookbag (solid black is recommended)



General Det 915 Information

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 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 (Wednesday 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 all new cadets.

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 more than ¼ inch 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.

During the first semester you will be sized 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 on Wednesdays, 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 PTGs, 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
 915th Cadet Wing
 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, sever sprains or muscle pulls, and pregnancy. Failure to disclose any change in medical status could result in the removal from the AFROTC program.



How to Prepare

Your first Physical Fitness Assessment (PFA) will take place early in your first semester. The best way to prepare for the assessment is to improve your personal fitness level. 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 AFOQT is a standardized test similar to the SAT or ACT. The Detachment hosts AFOQT testing several times a year for Cadets and other interested individuals. There are multiple commercially-available 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 Air and Space Force leaders of character whom we expect to fight and win our nation's wars.

The Cadet Honor Code

We will not lie, steal, or cheat, nor tolerate among us anyone who does.













AFROTC Cadet Rank Structure

	Epaulet Rank Boards/Marks	Utility Uniform Rank Pins	Rank (Abbreviation)	
O f f i c e r			Cadet Colonel (C/Col)	} POC
			Cadet Lieutenant Colonel (C/Lt Col)	
			Cadet Major (C/Maj)	
			Cadet Captain (C/Capt)	
			Cadet First Lieutenant (C/1Lt)	
			Cadet Second Lieutenant (C/2Lt)	
A i r m a n			Cadet Third Class (C/3C)	} AS 200/250 Cadets
			Cadet Fourth Class (C/4C)	} AS 100 Cadets

Department of the Air Force Enlisted Rank Structure

United States Air Force		Pay Grade	United States Space Force	
Insignia	Rank		Rank	Insignia
No Insignia	Airman Basic	E-1	Specialist 1	
	Airman	E-2	Specialist 2	
	Airman First Class	E-3	Specialist 3	
	Senior Airman	E-4	Specialist 4	
	Staff Sergeant	E-5	Sergeant	
	Technical Sergeant	E-6	Technical Sergeant	
	Master Sergeant	E-7	Master Sergeant	
	Senior Master Sergeant	E-8	Senior Master Sergeant	
	Chief Master Sergeant	E-9	Chief Master Sergeant	
	Chief Master Sergeant of The Air Force	E-9	Chief Master Sergeant of the Space Force	

Department of the Air Force Officer Rank Structure

Pay Grade	Rank	Insignia
O-1	Second Lieutenant	
O-2	First Lieutenant	
O-3	Captain	
O-4	Major	
O-5	Lieutenant Colonel	
O-6	Colonel	
O-7	Brigadier General	
O-8	Major General	
O-9	Lieutenant General	
O-10	General	

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 physical fitness assessment (PFA) 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. Most in-college AFROTC scholarships are offered based on grades, physical fitness, overall performance, and choice of academic degree. Cadets may be considered for the in-college scholarship program after successfully completing at least one term in college. Cadets not yet offered a scholarship are awarded a two-year scholarship after completing Field Training during the summer between their Sophomore and Junior year, pending eligibility requirements.

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) before 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. Attending FT is required as part of the AFROTC program to commission in the United States Air Force or Space 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 commission into the Space Force. Will joining AFROTC allow me to do that?

A: Yes, AFROTC cadets can compete for a commission into the Space Force during their Sophomore year. Cadets are exposed to a variety of opportunities in the Air Force and Space Force to ensure they are prepared to decide on pursuing a particular branch.

Common Acronyms

AAS - Arnold Air Society	FTO - Flight Training Officer
AETC - Air Education and Training Command	FTP - Field Training Preparation
AFB - Air Force Base	GMC - General Military Course
AFI - Air Force Instruction	GLP - Group Leadership Problem
AFIT - Air Force Institute of Technology	HSSP - High School Scholarship Program
AFM - Air Force Manual	IAW - In Accordance With
AFOQT - Air Force Officer Qualifying Test	IG - Inspector General
AFSC - Air Force Specialty Code	LLAB - Leadership Laboratory
APAS - Assistant Professor of Aerospace Studies	NCO - Non-Commissioned Officer
ASAP - As Soon As Possible	NCOIC - NCO in Charge
AU - Air University	NLT - No Later Than
CC - Commander	OCP - Operational Camouflage Pattern
CI - Civil Involvement	OPS - Operations
COB - Close of Business	PAS - Professor of Aerospace Studies
CTA - Cadet Training Assistant	PDT - Professional Development Training
CW - Cadet Wing	PFA - Physical Fitness Assessment
DAF - Department of the Air Force	POC - Professional Officer Course
D&C - Drill and Ceremonies	PSP - POC Selection Program
Det - Detachment	PFA - Physical Fitness Assessment
DoD - Department of Defense	PFT - Physical Fitness Test
DoDMERB - Department of Defense Medical Examination Review Board	PT - Physical Training
EAD - Enter Active Duty	PTG - Physical Training Gear
FLT - Flight	ROTC - Reserve Officers' Training Corps
FTM - Field Training Manual	SQ - Squadron
	TBAS - Test for Basic Aviation Skills
	USAF - United States Air Force
	USSF - United States Space Force