



AIR FORCE ROTC

Detachment 425

Cadet Guide

Information for incoming Cadets

AFROTC Detachment 425, Mississippi State University
202 Middleton Hall
Mississippi State, MS 39762-5531
Phone: 662.325.3810
Fax: 662.325.4574

Welcome!

National award winning Mississippi State University Air Force ROTC Detachment 425 welcomes you!

As a new Cadet you are taking the first steps in preparing to commission as a Second Lieutenant in the United States Air Force or United States Space Force. Your experience in the program will be both challenging and rewarding.

Please take the time to read this Cadet Orientation Guide. It contains valuable information that will help you get off to a great start.

Congratulations on your decision to enroll in Air Force ROTC at Mississippi State University. The Cadre and Cadets of Detachment 425 look forward to working with you as you train to become a future Officer in the United States Air Force or United States Space Force.



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DEPARTMENT OF THE AIR FORCE
AIR FORCE RESERVE OFFICER TRAINING CORPS (AFROTC)
DETACHMENT 425 – MISSISSIPPI STATE UNIVERSITY

14 July 2025

MEMORANDUM FOR AFROTC DETACHMENT 425

FROM: AFROTC DET 425/CC

SUBJECT: Welcome Letter

1. Welcome to AFROTC Detachment 425 at Mississippi State University – Hail State! We are excited for you to learn about the United States Air Force and the United States Space Force! Our professional team of cadre and cadets will strive to bring out the best in you.
2. As a cadet, you will have the opportunity to decide if the Air Force is the right fit for you. If you chose to continue, you will work towards earning a commission as a Second Lieutenant. AFROTC is a multi-year job interview and will be both challenging and rewarding, and will help prepare you for success after graduation. Our three and four-year AFROTC commissioning programs will develop you as a leader, while assessing your potential in the domains of academics, fitness, leadership, teamwork, and personal character.
3. Our team is here to help you and answer your questions. The Det 425 cadre, staff, and Cadet Wing are all invested in your success, but you must give your best effort each day. Welcome to the team!

MILLARD.ROSS.V.11493566
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Digitally signed by MILLARD.ROSS.V.1149356610
DN: c=US, o=U. S. Government, ou=DoD, ou=PKI, ou=USAF,
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ROSS V. MILLARD, Lt Col, USAF
Commander, AFROTC Detachment 425

Packing List - items needed the first week of classes

For Physical Training: (until you are issued PT Gear)

- ♦ Light gray crew neck t-shirt - no logo (2)
- ♦ Black athletic shorts - small logo allowed and no shorter than mid thigh (2pr)
- ♦ Athletic undergarments (compression shorts/sports bras/undershirts - white, black, navy only)
- ♦ Athletic training shoes (running/walking/cross training)
- ♦ White or black athletic socks (no logo)
- ♦ 32oz. Clear Gatorade bottle filled with water, label removed
- ♦ White towel approx. 24"x14" (hand towel size)
- ♦ Cold weather athletic apparel (optional) - Light gray crew neck sweat shirt and sweat pants (no hoodies - no logos), hat or earmuffs (black and wrap top or rear of head, and gloves (black - small logo allowed)

For Class: (business casual - until you are issued a uniform)

- ♦ Khakis (no cargo pockets) or tan dress slacks
- ♦ Conservative brown or black belt
- ♦ Maroon polo shirt (tucked in). Conservative logo allowed on shirt.
- ♦ Business casual shoes (athletic shoes not permitted)
- ♦ Book bag/back pack (solid black, brown, gray, or dark blue back packs may be worn with any uniform combination) Backpacks will not have ornamentation, high-gloss, designs, or hanging/dangling objects. Small logos, less than 2" square, are authorized).
- ♦ Pens/pencils and a notebook

For Leadership Lab (LLAB): (until you are issued a uniform)

- ♦ Khakis (no cargo pockets) or tan dress slacks, conservative brown or black belt, maroon polo shirt tucked in (small conservative logo is allowed on maroon polo shirt.), business casual shoes (athletic shoes not permitted).
- ♦ When UOD (uniform of the day) is Service Dress: Professional business attire (suit and tie equivalent with appropriate dress shoes)
- ♦ Book bag/back pack (solid black, brown, gray, or dark blue back packs may be worn with any uniform combination) Backpacks will not have ornamentation, high-gloss, designs, or hanging/dangling objects. Small logos, less than 2" square, are authorized).
- ♦ Pens/pencils and a pocket sized notebook

Key AFROTC Locations on Campus



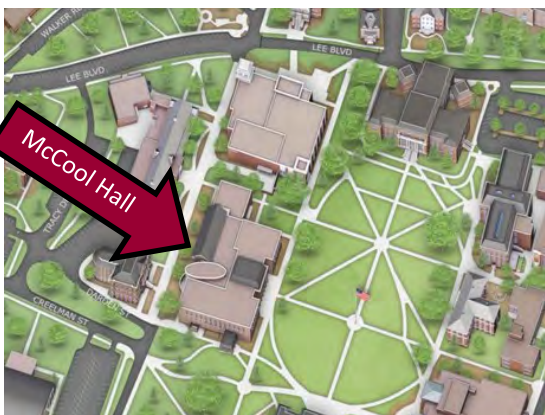
Middleton Hall: The second floor of Middleton Hall is home to AFROTC Detachment 425. Here you will find the Cadre offices, classroom, Cadet offices, and the Cadet lounge. You may study in the Cadet offices or relax in the Cadet lounge. Flight meetings and other AFROTC activities may take place at Middleton Hall.



Sanderson Center: AFROTC Physical training takes place at the Sanderson Center two days a week. Physical Training Gear is required. Cadets are encouraged to utilize the Sanderson Center's facilities on a regular basis to maintain their physical training readiness.

McCool Hall

Leadership Lab (LLAB) will take place in McCool 100. Cadets are to wear the uniform of the day, all day, for LLAB. Until issued a uniform, cadets are to wear the uniform items described on page 5 of this Cadet Guide.



Basic Grooming Standards

Cadets are expected to adhere to Basic Grooming Standards when attending ROTC activities.

Hygiene/Health and Wellness:

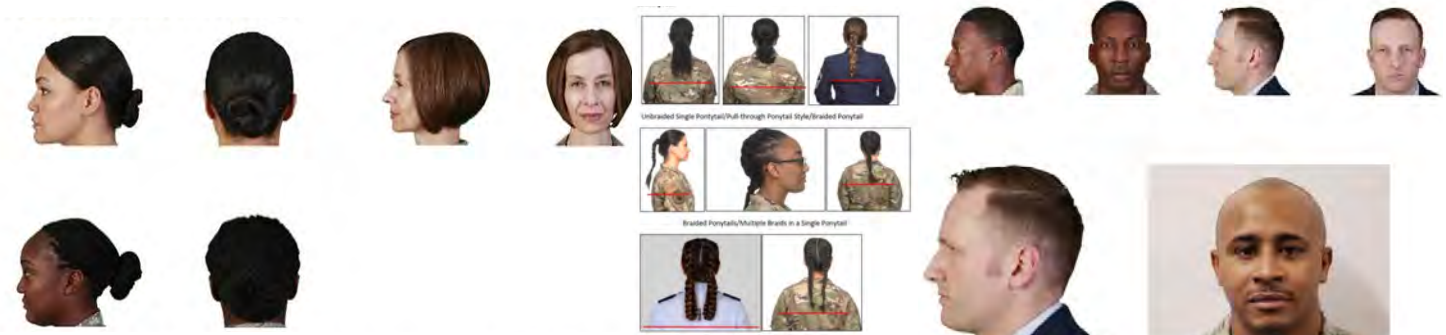
- ♦ Regularly wash your body and your hair.
- ♦ Trim your nails and keep them clean.
- ♦ Get plenty of rest.
- ♦ Eat healthy and take care of yourself - don't skip meals.
- ♦ Keep clothing clean and neat.

Hair:

Hair must be clean, well groomed, and neat. If dyed, hair will look natural. Hair will also not contain an excessive amount of grooming aids, touch or cover the eyes when groomed, or protrude below the front band of properly worn headgear (for men only).

Females: No minimum hair length, to a maximum bulk of 4-inches from scalp and allows proper wear of headgear. Minimum hair standards must present a symmetric (around the axis of the head) or tapered appearance when viewed from all angles. 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 pulled back and secured or worn in an authorized ponytail or equivalent or long braid(s). When hair is pulled back and secured behind the head (will not be gathered at the crown or worn on the top of the head), radius will not exceed 6-inches to the left or right from the point where the hair is gathered for a total of 12-inches in width, 6-inches in bulk and must allow for proper wear of headgear. One or two braids or a single ponytail or equivalent 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), ponytail or equivalent shall extend down the member's back and cannot be worn over the shoulder or pulled in front of the body. Bangs, or side-swiped hair, may touch eyebrows but will not touch or cover eyes. When in doubt, assess the correct length of hair with the Airman standing in the position of attention. (refer to DAFI 36-2903, Figure 3.8., Figure 3.10, and Figure 3.11 for examples of female hair standards.)

Males: Tapered appearance on both sides and the back of the head, both with and without headgear so that when viewed from any angle the member's hair conforms to the shape of the head, curving inward to the natural termination point without eccentric directional flow, twists, or spiking. A block-cut is permitted with tapered appearance. Hair will not exceed 2 ½ inches in bulk, regardless of length and 1/4-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 touch the ears. (refer to DAFI 36-2903 Figure 3.4 for examples of appropriate sideburns, mustache, and male hair standards)



Jewelry (Male and Female):

- ♦ Watches/Smart watches. Must be conservative and only one can be worn around the wrist while in uniform. Conservative examples, not all inclusive, are solid color black, brown, silver or gold. Prohibited examples include diamond-covered, neon, bright colors, and bands that exceed 1-inch width. (Refer to DAFI36-2903 7.3.1.3 for more information)
- ♦ In uniform, necklaces will not be visible at anytime and if worn must be concealed under a collar or undershirt.
- ♦ Male Airmen are not authorized to wear earrings while in uniform or in civilian attire for official duty but are authorized to wear earrings in civilian attire while off 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 uniform combination. If member has multiple earring holes, only one set of earrings is authorized for wear in uniform and will be worn in the lower earlobes.
- ♦ In civilian attire on official duty and in uniform on or off a military installation: With the exception of earrings as listed in paragraph 7.3.1.1, all members are prohibited from attaching, affixing, or displaying objects, articles, jewelry, or ornamentation to or through the ear, nose, tongue, eyebrows, lips, or any exposed body part (includes visible through the uniform).

Cosmetics (Females only - in uniform):

- ♦ Male Cadets are not authorized to wear cosmetics
- ♦ Female Cadets may wear conservatively styled cosmetics. Lipstick, if worn by female Airmen, will be a conservative shade that does not detract from the uniform. Eyeliner, if worn by female Airmen, cannot extend past the corners of eye opening (i.e., winged liner not authorized).
- ♦ Male Cadets are not authorized to wear nail polish
- ♦ Fingernails must not exceed 1/4-inch in length beyond the tip of the finger and must be clean and well groomed. Fingernails must not interfere with the performance of assigned duties or hinder proper fit of prescribed safety equipment or uniform items. If worn by females, nail polish will be clear or French or American Manicure. Do not apply designs to nails.
- ♦ Eyelash extensions are not approved

Beards

- ♦ At the start of each duty day, male Airmen must be clean-shaven. Beards are not authorized unless for medical reasons, when authorized by a medical official or as authorized pursuant to a request for a religious accommodation.

Tattoo Policy

- ♦ Tattoos are authorized on the chest and back (below the open collar uniform), arms, legs, feet, hands, and neck. One tattoo on the neck is authorized and will not exceed 1-inch in measurement in any direction. Cosmetic tattoos to correct a medical condition are allowed. Ring tattoos are limited to a single band on one finger of each hand, no more than 3/8-inch in width below the knuckle and above the finger joint (portion closest to the palm). (refer to DAFI36-2903, 3.2.)
- ♦ Tattoos/Brands/Body markings must be of appropriate content.
- ♦ Tattoos/brands/body markings anywhere on the body that are 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.



Customs and Courtesies:

Proper Verbal Greetings

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. When addressing the civilian administrative staff members, use Ms., Mrs., or Mr. and last name. The following are proper greetings:

- ◆ "Good morning, Lieutenant Colonel Millard" (preferred), "Good morning, Sir or Ma'am",
- ◆ "Good evening, Technical Sergeant Hellems" (preferred), "Good morning, Staff Sergeant Collins"
- ◆ "Good afternoon, Mrs. Pate", "Good morning, Ms. Studley"
- ◆ Address other Cadets as "Cadet {Rank} (last name)."

Saluting

Believed to have originated with knights during the middle ages, saluting is essentially saying "hello" to another member of the armed forces. Whenever outdoors and both parties are in official uniform, excluding PTGs, the greeting must be accompanied by a salute. In the Cadet Wing, a salute is used as a way 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.

Who/what to salute:

- ◆ The President of the United States
- ◆ Air Force Officers
- ◆ Officers from other services
- ◆ Warrant Officers from other services
- ◆ Cadet Officers (the POC)
- ◆ 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. Military members may also choose to salute during the national anthem when outdoors and not in uniform, or they may simply stand at attention with their hand on their heart.

When to salute:

- ◆ When you are outside and you walk past an Officer, or an Officer walks past you, render a salute and appropriate verbal greeting ("Good morning Sir/Ma'am") if both parties are in uniform, walking or standing and not in a formation. The salute and verbal greeting should be extended in which recognition is easy and audible. The salute should be offered early enough to allow the Officer time to return the salute and extend a verbal greeting before passing.
- ◆ When reporting in

When NOT to salute:

- ◆ When walking by enlisted personnel, however you should render a proper verbal greeting
- ◆ Carrying items in both hands (still render a proper verbal greeting)
- ◆ Riding a bicycle (prohibited while in blues)
- ◆ In a Cross-Walk

If you are ever unsure of whether or not to salute, it is better to be safe than sorry. Saluting is a way to show respect for each other. The junior member should initiate the salute and render a greeting. This salute and greeting should be returned by the higher ranking member. Remember, mistakes are ok, this is a learning experience and you are not expected to be perfect on the first day but, it is important to learn from these mistakes.

Reporting In:

When reporting to an Officer (active duty or Cadet), certain procedures are followed. These procedures are outlined below:

- ◆ When reporting to an Officer in his/her office, knock **once** on the door. When told to enter, walk directly (squaring any corners - unless on carpet) to within two paces of the desk, come to attention (heels together, feet at a 45° angle, back straight, arms by your side, head and eyes forward) and salute and say, "Sir (Ma'am), Cadet (last name) reports as ordered."
- ◆ If you are reporting without being told to come in or without an appointment you will state appropriately:
"Sir (Ma'am), Cadet (last name) reports."
- ◆ Continue to hold your salute until a salute has been returned and then follow directions from the Officer (please be seated, at ease, etc.).
- ◆ If you are asked to sit down, you must sit at attention. The proper way to sit at attention is to have your feet as though you were standing at attention, with your back straight. Your hands should also be held as though you were standing at attention, but placed on top of your thighs, toward the back of your kneecap. Your arms should be straight out, and your head and eyes forward as well. You should be sitting on the front 6" of the chair.
- ◆ At the end of the conversation ask, "Will that be all, Sir (Ma'am)?" The Officer will acknowledge; then from the same location you reported in, stand, salute and state, "Good morning (afternoon or evening), Sir (Ma'am)." After your salute is returned, drop your salute, execute the proper facing movement and depart. NOTE: If the Officer states, "That will be all" or "You are dismissed" before you ask, "Will that be all, Sir (Ma'am)," then do not ask that question; just salute and render the appropriate exit greeting such as, "Good evening, Sir (Ma'am)."

Responses:

- ◆ Calling the Room: When an Officer (senior ranking than any one present) enters or leaves a class, the first person to see him/her calls the room to attention (ROOM TEN-CH HUT!!!). Exceptions to this are when a lesson, briefing, or examination is in progress.
- ◆ When speaking to an Officer, Enlisted personnel, another Cadet, University Faculty and Staff always conduct yourself professionally and ***never use profanity.***
- ◆ Remember, as an Air Force ROTC Cadet you are, at all times, representing the US Air Force, AFROTC Detachment 425, Mississippi State University, your family and yourself. Act accordingly.



Email and Phone Etiquette

Email:

It is recommended to check your email every morning and night to stay current on ROTC events and information. **Respond to all emails in a timely manner and always within 24 hours.** You should acknowledge ALL emails from Cadre regarding any task you are being asked to complete.

Immediately after receiving a “@msstate.edu” email account, begin using this instead of your previous/personal account for professional purposes. The Cadre and Cadet Wing will ONLY use your school specific account to contact you.

Whenever sending or replying to an email,

- ◆ Do have a clear subject line.
- ◆ Don't forget your signature block.
- ◆ Be sure to use a professional salutation.
- ◆ Don't use humor, sarcasm or all caps.
- ◆ Don't use fancy letters or colors.
- ◆ Be sure to proofread your message before sending.
- ◆ Do not assume the recipient knows what you are talking about.
- ◆ Be sure to reply to all emails in a timely manner and within 24 hours.

Good Afternoon Captain Smith,

Yes, I am available to meet with you on Wednesday at 1600 hours for mid-term counseling.

Very Respectfully,
JANE T. DOE, C/3c, AFROTC
Cadet Office Manager, 425th Mission Support Group
Detachment 425
Mississippi State University
000 -000-0000
jtd987@msstate.edu

(acknowledgement of task assignment email from Cadre)

Good Afternoon Captain Smith,

Received and understood. I will comply.

Very Respectfully,
JANE T. DOE, C/3c, AFROTC
Cadet Office Manager, 425th Mission Support Group
Detachment 425
Mississippi State University
000-000-0000
jtd987@msstate.edu

Phone:

Never forget the benefits of a phone call. With a voice to voice phone conversation, issues may be dealt with faster, there is less room for a misunderstanding, you can gather context and relay emotion or other concerns that would normally be lost in a written correspondence, and you can develop your verbal communication skills. The Cadre and Cadet Wing will use your cell phone number to make contact with you when necessary. **Signal** will be used to communicate with your instructor for class, PT, and LLAB changes and cancellations and for general notices to the Wing as a group. ***It is your responsibility to immediately notify the Detachment of any contact information changes.*** Also, please remember to keep your phone on silent or vibrate during classes.

Store the following useful contact information in your phone ASAP:

AFROTC Detachment 425 Main Office

662.325.3810

Mississippi State University Police Department

662.325.2121

Orientation and Uniform Issue

New Cadet Orientation:

New Cadets are **required** to attend AFROTC New Cadet Orientation to ensure you are prepared for this rigorous program. Please arrive early for sign in. Usually, AFROTC orientation will take place the day before classes. At orientation, Cadets will fill out their initial paperwork and provide required documents. More information about dates and times for New Cadet Orientation and instructions to RSVP for orientation can be found on the Detachment 425 website, www.afrotc.msstate.edu, or by calling the DET at 662-325-3810.



Uniform Wear:

Until you are issued uniforms, business casual attire (Khakis or tan dress slacks, conservative brown or black belt, maroon polo shirt (small logos allowed—tucked in) and business casual shoes (athletic shoes not permitted)) will be worn to AS Course classes. The utilities LLAB uniform for new Cadets will be khaki (no cargo pockets) or tan dress pants, business casual/dress shoes, a black or brown belt, and a Maroon polo shirt (small logos allowed—must be tucked in). If the LLAB activity will be outside, you may wear a conservative jacket or coat, hats and gloves for cooler weather. The LLAB uniform must be worn for the entire day that LLAB takes place. When Service Dress is the uniform of the day (UOD) cadets who have not yet been issued uniforms will wear professional business attire (suit and tie equivalent with appropriate dress shoes)

Upper-class Cadets wear the designated UOD to their respective AS courses and for the entire day that LLAB takes place.

During your first semester you will be contacted to make an appointment to be measured for your uniforms. Cadets in good standing after completing one full semester will be issued uniforms items during the first weeks of the next semester.

Reporting Civil and Medical Involvements:

Without exception, ***ALL AFROTC Cadets*** must report any involvement with law enforcement, school officials, military authorities, or any civil authorities within **72 hours** of the incident. Involvements can include receiving a moving violation (speeding ticket, etc.), a parking ticket, or being charged by a civil, military or University authority regardless of seeming insignificance or disposition. Even if it is just a warning, the involvement must be reported. ***All involvements must be reported***, even if a finding of “not guilty” was rendered. If the National Agency Check, required for commissioning, finds an unreported involvement, charges of breach of contract may result in removal from the AFROTC program.

To report a civil involvement, Cadets must initiate the report through their WINGS Account on a computer, NOT A MOBILE DEVICE, within 72 hours of the incident. The method for making this type of report will be covered at our LLAB (Leadership Lab).

The Cadet must also immediately notify the Detachment, by email at afrotc@afrotc.msstate.edu, that they have filed an incident report in Wings. Follow up actions will be discussed with the Cadet by the Cadre after submission of the report.

Because of the stringent physical qualifications necessary to enter the Air Force and within certain Air Force career fields, without exception, **ALL AFROTC Cadets must report any medical changes** which occur, no matter how minor. Those changes include, but are not limited to, broken or fractured bones, prolonged illness (lasting more than a few days or that involved a visit to a doctor), prescribed medications, allergies, severe sprains or muscle pulls, and pregnancy. Failure to disclose any changes in your medical status may result in removal from the AFROTC program. Medical status changes must be reported to the NCOs.

General Information:

The Detachment:

Det 425 is structured much like the USAF functional wing structure. The Cadet Corps is called a “Wing”, and is headed by the Cadet Wing Commander. The training objectives of AFROTC at Det 425 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 the Cadre.

The Cadre:

Experienced active-duty Officers and Non-Commissioned Officers (NCOs) make up the Cadre. The Officers and NCOs 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 425, the Officers and NCOs are supported by two civilian University administrative staff members.

Your Cadre: Lt Col Millard, Capt Lacroix, Capt Araujo, TSgt Hellems, SSgt Collins, Mrs. Pate, and Ms. Studley

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 are enrolled in AS100 (Heritage and Values of the U.S. Air Force) coursework 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 their Sophomore year, Cadets are enrolled in AS 200, (Team and Leadership Fundamentals), provides a fundamental understanding of both leadership and team building. The lessons and course flow are designed to prepare cadets for field training and leadership positions in the detachment.

GMC Cadets are considered Cadet Airmen. First year Cadets are classified as Cadet Fourth Class (C/4C) and Second year Cadets are classified as Cadet Third Class (C/3C).

Professional Officer Course (POC)

This program is for Cadets who have successfully completed Field Training. This program allows Cadets to practice the leadership skills they have developed during their time as GMC Cadets, in their Aerospace Studies courses, and at their Field Training. The POC Cadets run the day-to-day operations of the Detachment as well as plan and run weekly LLAB and PT (Physical Training) as they prepare for entrance into the active duty Air Force. Junior year Cadets are enrolled in the AS300 (Team and Leadership Fundamentals) course and Senior Cadets are enrolled in the AS400 (National Security Affairs/Commissioning Prep). POC Cadets are Cadet Officers. Their rank corresponds with Wing positions that are awarded to them by the Cadet Commander and Cadre.

Leadership Lab

Leadership laboratory (“Lead Lab” or “LLAB”) will include things like briefings, inspections, leadership projects, drill and ceremony and more. LLAB takes place once a week, and is attended by the entire AFROTC Cadet Corps. LLAB helps to build your confidence and provides you with insight as to the role of an Air Force Officer. Some LLABs occur outside of the classroom to 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.

The Cadet Honor Code

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

Frequently asked questions:

What grades do I have to maintain?

To maintain eligibility for the AFROTC program (to compete for FT attendance and a contract) a GMC Cadet must maintain a minimum 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. All Scholarship Cadets must maintain a 2.50 GPA for both term and cumulative grades. Once a Cadet is contracted (upon completion of FT) the Cadet must maintain a 2.00 term and cumulative GPA and must be enrolled as a full time student. 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. **100% attendance in class and LLAB is expected. 80% attendance in class and LLAB is required to receive a passing grade in AS classes.**

What is involved in the physical training (PT)?

Each Cadet must attend physical training twice a week. 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 PT Fitness Assessment (FA) consists of Aerobic Fitness Assessment, Muscular Fitness Assessment, Body Structure (height) and Body Mass (weight). **100% attendance at PT is expected; 80% attendance at PT and attempting the FA is required to receive a passing AS grade.**

The score charts for the Air Force Fitness Assessment are available online.

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

No. Air Force ROTC provides all books and uniforms required for our classes at no expense to the Cadets. However, the uniforms remain the property of the United States Air Force and you are responsible for maintaining the cleanliness and condition of the uniforms issued to you which may include dry cleaning and laundering expenses. If a uniform becomes damaged or lost while in your care, you may be responsible for the cost of replacing the uniform.

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

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 major. The majority of AFROTC scholarships are awarded to Cadets in technical degree fields such as engineering, physics, or computer science. Cadets may be considered for the in-college scholarship program after successfully completing at least one term in college. Other organizations, such as the Order of Daedalians, offer in-college scholarships as well. The Cadre and POCs will have information about scholarship opportunities.

I am an out-of-state student, is there any assistance for the additional tuition costs?

Mississippi State University provides out-of-state tuition waivers to grant the in-state tuition rate to all active Cadets in Air Force ROTC. If you drop the program, you will lose this waiver. If you are an out-of-state student and interested in obtaining one of the waivers, contact the Detachment Administrative Assistant for more information.

Do I have to take the ASVAB (Armed Services Vocational Aptitude Battery)?

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 FT. 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 and it can only be taken twice. It is also used to qualify for rated slot assignments. If any of your ACT component scores are less than 21, you are strongly encouraged to take the Speed Reading and/or Study Skills classes offered by the Learning Center here at the University to better prepare for taking the AFOQT. There are also AFOQT test preparation guides available online.

Do I have to attend basic training?

You will NOT attend Air Force basic training at Lackland Air Force Base, Texas. Basic Military Training is for enlisted personnel only. You will, however, need to attend FT (Field Training) for AFROTC Cadets during the summer between your Sophomore and Junior years. FT is held at Maxwell Air Force Base in Montgomery, AL. Completing FT is a requirement to be commissioned in the United States Air Force.

What do I need to do to become a pilot?

Rated slots (Pilot, Combat Systems Officer, Air Battle Manager, Remotely Piloted Aircraft Pilot) are awarded to Cadets based on several factors; grades, physical fitness, AFOQT scores, FT 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 a pilot slot. You will compete for a rated position the year before your anticipated graduation date. More information about rated slots will be made available in your Sophomore and Junior years.

Can I participate in other activities at the University?

Yes, you can participate in any student organization here at Mississippi State University and you 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 assets for you as a future Officer and leader.

AFROTC has also other activities besides classes and Lead Lab that you are welcomed and encouraged to join:

Arnold Air Society (AAS) is a professional, honorary, service organization dedicated to the development of effective Air Force Officers and advocating the support of aerospace power. It is comprised of Cadets throughout the USAF Officer training programs. The primary purpose of this organization is to provide community service as well as to promote awareness of the Air Force and the military within the community. Mississippi State University AFROTC Detachment 425 was proud to serve as the 2017-2018 National Headquarters for Arnold Air Society.

The Detachment 425 Blue Knights (Honor Guard/Color Guard) proudly supports honorary, service, and ceremonial events providing Cadets with an opportunity to put their pride, dedication, and talent on display. Blue Knights demonstrate teamwork and professionalism while fostering pride and confidence as well as inspiring Air Force awareness.

Bully Force is a student led organization comprised of cadets in the AFROTC program dedicated to providing support and enhancing the cadet experience through Bully Force-sponsored events and activities as well as offsetting the costs of student participation in select voluntary Practical Military Training (PMT), non-PMT, and social events.

What happens after I complete AFROTC and graduate?

After you successfully complete the AFROTC program and receive your Bachelor's Degree you will be commissioned as a Second Lieutenant (2d Lt) in the United States Air Force or United States Space Force. Your active duty service commitment depends on your career field. The majority of new officers will incur a four year active duty commitment while those officers pursuing rated career fields will have a longer commitment (ten years for a pilot; six years for combat systems officers, air battle managers or remote piloted aircraft operators). The Air Force offers careers in engineering, finance, contracting, intelligence, security forces and many more. You will have a full time job with the US Air Force or US Space Force upon graduation from college and commissioning.



Rank Structure:

AFROTC RANK STRUCTURE

	Epaulet Rank Boards/Marks	Utility Uniform Rank Pins	Rank (Abbreviation)		
O f f i c e r			Cadet Colonel (C/Col)	AS 400 Cadets	POC
			Cadet Lieutenant Colonel (C/Lt Col)		
			Cadet Major (C/Maj)		
			Cadet Captain (C/Capt)	AS 300 Cadets	
			Cadet First Lieutenant (C/1Lt)		
			Cadet Second Lieutenant (C/2Lt)		
A i r m a n			Cadet Third Class (C/3C)	AS 200 Cadets AS 250 Cadets (spring semester)	GMC
			Cadet Fourth Class (C/4C)	AS 100 Cadets AS 250 Cadets (fall semester)	

US AIR FORCE RANK STRUCTURE - Enlisted

E-1						E-2		E-3		E-4		E-5		E-6		E-7		E-8		E-9			E-9							
no insignia																														
Airman Basic (AB)						Airman (Amm)		Airman First Class (A1C)		Senior Airman (SrA)		Staff Sergeant (SSgt)		Technical Sergeant (TSgt)		Master Sergeant (MSgt)		First Sergeant (E-7)		Senior Master Sergeant (SMSgt)		First Sergeant (E-8)		Chief Master Sergeant (CMSgt)		First Sergeant (E-9)		Command Chief Master Sergeant (CCM Sgtr)		Chief Master Sergeant of the Air Force (CMSAF)

US SPACE FORCE RANK STRUCTURE - Enlisted

	E-9		E-8	E-7	E-6	E-5	E-4	E-3	E-2	E-1
<i>Insignia pending</i>										
Senior Enlisted Advisor to the Chairman	Chief Master Sergeant of the Space Force CMSSF	Chief Master Sergeant CMSgt	Senior Master Sergeant SMSgt	Master Sergeant MSgt	Technical Sergeant TSgt	Sergeant Sgt	Specialist 4 Sp4	Specialist 3 Sp3	Specialist 2 Sp2	Specialist 1 Sp1

US AIR FORCE AND US SPACE FORCE RANK STRUCTURE - Officer

O-1	O-2	O-3	O-4	O-5	O-6	O-7	O-8	O-9	O-10	
2nd Lieutenant (2nd Lt)	1st Lieutenant (1st 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 (reserved for wartime only)

Common Acronyms/Abbreviations:

AAS - Arnold Air Society	GMC - General Military Course
AETC - Air Education and Training Command	GLP - Group Leadership Problem
AFB - Air Force Base	HSSP - High School Scholarship Program
AFI - Air Force Instruction	IAW - In Accordance With
AFIT - Air Force Institute of Technology	IG - Inspector General
AFM - Air Force Manual	LLAB - Leadership Laboratory
AFOQT - Air Force Officer Qualifying Test	NCO - Non-Commissioned Officer
AFSC - Air Force Specialty Code	NCOIC - NCO in Charge
ASAP - As Soon As Possible	NLT - No Later Than
AU - Air University	OCP—Operational Camouflage Pattern uniform
CC - Commander	OPS - Operations
CAO - Current as of	PAS - Professor of Aerospace Studies
COB - Close of Business (1700)	PDT - Professional Development Training
CTA - Cadet Training Assistant	PFA - Physical Fitness Assessment
CW - Cadet Wing	POC - Professional Officer Course
D&C - Drill and Ceremonies	PSP - POC Selection Program
Det - Detachment	PFA - Physical Fitness Assessment
DoD - Department of Defense	PT - Physical Training
DoDMERB - Department of Defense Medical Examination Review Board	PTG – Physical Training Gear
EAD - Enter Active Duty	ROTC - Reserve Officers’ Training Corps
EOD - End of Day (2359)	SQ - Squadron
FA - Fitness Assessment	TBAS - Test for Basic Aviation Skills
FD - Fitness Diagnostic	UOD - Uniform of the Day
FLT - Flight	USAF - United States Air Force
FT - Field Training	USSF - United States Space Force
FTO - Flight Training Officer	
FTM - Field Training Manual	
FTP - Field Training Preparation	

Be prepared:

Your first FA (Fitness Assessment) will take place early in your first semester and consists of Aerobic Fitness Assessment, Muscular Fitness Assessment, Body Structure (height) and Body Mass (weight).

The AFROTC website recommends the following tips to prepare for and pass the FA:

- ♦ Develop a plan to improve your physical fitness. Take the entire test early to get a baseline for improvement, then make an exercise plan to improve each event score. Remember, you don't need to be an athlete to pass the FA. You just need to get and stay in FA shape.
- ♦ Set short- and long-term goals. Set six-week goals, semester goals and FT board goals for improving individual event scores and your overall score.
- ♦ Ask your instructor for the average scores in programs for which you want to be selected.
- ♦ Find a workout buddy.
- ♦ Work the FA exercises to adjust to an active lifestyle. Use small amounts of time to improve overall fitness.
- ♦ Clear your mind after a long study session by going for a run. Take study breaks and do some quick exercises.
- ♦ You don't need to be at a gym to improve your FA. Work on sit-ups/push-ups in your room. Be creative.
- ♦ Overall, just stay positive and stick with it.

US 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: Our mission often involves the risk of human life - and sometimes national survival. The obligation to excel is a moral obligation for members of the Air Force.

AIR FORCE MISSION

Fly, fight and win - Airpower, anytime, anywhere

SPACE FORCE MISSION

Conduct global space operations that enhance the way our joint and collaboration forces fight, while also offering decision makers military options to achieve National objectives.

AIR FORCE ROTC MISSION

Develop leaders of character for tomorrow's Air Force and Space Force.

For your situational awareness:

Middleton Hall has a storied history at Mississippi State and has been home to ROTC since the early 1900s. Cadre for both Air Force and Army ROTC are active duty members and their assignment is instructing and training future officers of the Air Force, Space Force and Army. During regular business hours (0800 to 1700 weekdays) Middleton Hall is considered a military installation/training base. Expectations are that your behavior and attire, while in Middleton Hall during business hours, should reflect your understanding that you are in the building on official duty. Meetings with Cadre, Distinguished Visitors, prospective cadets and their families are often impromptu. While the atmosphere in the Cadet Lounge is casual, please be aware that you could be called upon at any time to meet with Cadre or to escort a Distinguished visitor or prospective cadet.



U.S. AIR FORCE



UNITED STATES
SPACE FORCE