

DET 630 CADET CHECKLIST

Below Items must be Completed to be activated into AFROTC

Establish Online WINGS Account by using either link below (this is used to track your AFROTC Careers)

- www.afrotc.com click “Get Started”
- <https://wings.holmcenter.com> click “Apply for AFROTC”
- Complete the following online documents which are provided during registration
 - o Mail Access Release MFR
 - o Release of Student Records MFR
 - o Drug Demand Reduction Release MFR
 - o DD FM 2005 – Privacy Act Statement – Health Care Records
 - o DD FM 93 Record of Emergency Data Card
 - o Selective Service Registration “Males Only” link will be provided

Provide the below Items to Cadre in the Secure Drop Box

Secure Drop Box link - <https://goo.gl/forms/mhfrMYzoD24TxMG43>

Completed AF FM 2030 - USAF Drug and Alcohol Abuse Certificate

Completed DD FM 2983 Recruit Trainee Prohibited Activities or Acknowledgement

Completed AU FM 19 – AU MAC Student Standards of Conduct Training Agreement

Provide a copy of your SAT or ACT Scores:

- ACT - <http://www.actstudent.org/scores/> SAT - <https://sat.collegeboard.org/scores>

Sports Physical AFROTC FM 28 or Completed DoDMERB Physical (HSSP or Academy Applicants)

- AFROTC FM 28 must be completed by your local physician at your expense, must be on this form. (upload in drop box)

Provide the Below Documents during First Week of School

Original Birth Certificate (we only need to verify it and will hand it back to you)

Original Social Security Card (we only need to verify it and will hand it back to you)

All above items must completed *in the order listed* to become an active cadet in the Detachment. Failure to comply with these standards will result in your removal from the program.

| USAF DRUG AND ALCOHOL ABUSE CERTIFICATE | | |
|---|--|-----------------|
| <p style="text-align: center;">PRIVACY ACT STATEMENT</p> <p><i>AUTHORITY: Title 10 U.S.C., Chapter 31, Sections 504, 505, 508, 513; Chapter 807, Section 8067; Chapter 833, Section 8258; Chapter 1205, Sec12201, and Executive Order 9397 (SSN), as amended.</i></p> <p><i>PURPOSE: To determine enlistment/commissioning eligibility, and process qualified applicants. To determine classification and assignment actions after enlistment or commissioning. All documents are source documents in determining benefits/entitlements.</i></p> <p><i>ROUTINE USES: Disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act outside the DoD as a routine use. 'Blanket Routine Uses' apply.</i></p> <p><i>DISCLOSURE: Voluntary; however, failure to furnish personal identification information may negate the enlistment/commissioning application.</i></p> <p><i>SORN(s): F036 AF PC H, Air Force Enlistment/Commissioning Records System.</i></p> | | |
| SECTION I. DEFINITION OF TERMS | | |
| <p>ADVERSE ADJUDICATION: An adverse adjudication (<i>adult or juvenile</i>) is a finding, decision, sentence, or judgment, other than unconditionally dropped, dismissed, or acquitted. If the adjudicating authority places a condition or restraint that leads to dismissal, dropped charges, or acquittal, the adjudication is adverse. Suspension of sentence, pardon, not processed, or dismissal after compliance with imposed conditions is adverse adjudication.</p> <p>AIR FORCE: Includes active Air Force, Air Force Reserve, Air National Guard, and Air Force Academy.</p> <p>ALCOHOL ABUSE: Alcohol use confirmed by competent medical authority that the individual is emotionally, mentally, or physically dependent on alcohol. NOTE: When not confirmed by medical authority, self-admitted alcohol use that leads to a person's misconduct or unacceptable behavior; to the impairment of work performance, physical or mental health, financial responsibility or personal relationships; must be reported during the medical examination for determination of alcohol abuse.</p> <p>DRUG ABUSE: The illegal, wrongful, or improper use of marijuana, any narcotic substance, hallucinogens, or any illegal drug.</p> <p>ILLEGAL DRUGS: Any drug or narcotic that is habit forming or has a potential for abuse because of its stimulant, depressant, or hallucinogenic effect. Includes, but not limited to: cocaine, crack, hallucinogens, (<i>to include lysergic acid diethylamide (LSD), phencyclidine (PCP), tetrahydrocannabinol (THC) in non-marijuana form, and others</i>), opium, morphine, heroin, dilaudid, codeine, Demerol, inhalants (<i>paint, glue, and others</i>), amphetamines (<i>speed</i>), methamphetamines (<i>ice</i>), barbiturates(<i>downers</i>), and anabolic steroids.</p> <p>MARIJUANA: Any intoxicating organic or synthetic cannabis or tetrahydrocannabinol (THC) type substance. Organic forms from the hemp plant include marijuana, hashish and all derivatives of cannabis sativa. Synthetically, in the form of an herbal and chemical product which, when consumed mimics the effects of cannabis, includes salviadivinorum or salvinorum or any product known under such names as "Spice", "Genie", "DaScents", "Zohia", "K-2", and "KO Knockout 2" or variant thereof by whatever name it may be called.</p> | | |
| SECTION II. CERTIFICATION AT TIME OF APPLICATION | | |
| <p>WARNING: YOU MUST BE TOTALLY HONEST IN COMPLETING THIS FORM. If you are truthful now and are accepted by the Air Force, no punitive action can or will be taken against a civilian applicant as a result of any information you reveal. HOWEVER, YOU ARE CAUTIONED THAT SHOULD YOU CONCEAL DRUG OR ALCOHOL ABUSE INFORMATION AT THIS TIME, AND IT IS DISCOVERED AFTER YOUR ENTRY INTO THE AIR FORCE, PUNITIVE ACTION MAY BE TAKEN AGAINST YOU BASED UPON THE FALSE INFORMATION YOU HAVE PROVIDED. Such action includes, but is not limited to, elimination from training or discharge under less than honorable conditions.</p> | | |
| INITIAL YES/NO BOXES AS APPLICABLE | | YES NO |
| I have read and understand the definition of the terms above. | | |
| Have you ever used or experimented with marijuana? (<i>Prior marijuana use is not disqualifying for enlistment or appointment, unless you are determined to be a chronic user or psychologically dependent, have been convicted or adversely adjudicated for marijuana involvement. Preservice marijuana use may render you ineligible for certain skills.</i>) | | |
| Have you ever experimented with, used, or possessed any illegal drug or narcotic? | | |
| Have you ever been a supplier or distributor of or a trafficker in marijuana, or other illegal drugs or narcotics? | | |
| Have you ever been treated or undergone rehabilitation for drug or alcohol abuse? | | |
| Have you consumed hemp seed oil or any products containing hemp seed oil in the last 45 days? | | |
| SECTION III. STATEMENTS OF UNDERSTANDING | | INITIALS |
| During my medical examination I will be tested and screened for drug and alcohol abuse. I understand that any detection of drug use (<i>including marijuana</i>) or alcohol abuse will render me ineligible for the Air Force. I understand I will undergo further drug and alcohol screening after entry in the Air Force, and I may be discharged based on the results of such screening. | | |
| Service in the United States Air Force places me in a position of special trust and responsibility. Drug or alcohol abuse after this date will be considered evidence of my inability to meet the standards of behavior expected of me as a member of the Air Force. Therefore, any drug use (<i>including marijuana</i>) or any alcohol abuse as described above, FROM THIS DATE FORWARD , renders me ineligible for the Air Force. | | |
| Drug and alcohol abuse by members of the U.S. Air Force violates Air Force standards of behavior and conduct and will not be tolerated. If I am identified as a drug or alcohol abuser while a member of the Air Force, appropriate disciplinary or administrative action may be taken against me, to include trial by court martial or discharge under less than honorable conditions. | | |
| I understand that certain skill areas in the Air Force cannot be performed by persons who have abused drugs or alcohol. My unit commander will have final approval authority regarding my actual assignment to sensitive skill positions. If I am not acceptable for such duties due to information I have revealed on this form, I will be reassigned to another position in my skill or reclassified into another skill. If it is established that I have used any substance beyond that which I have indicated on this form, I understand my enlistment, commissioning, or appointment may be declared fraudulent and I may be discharged. | | |
| <p>KNOWING AND UNDERSTANDING ALL THE INFORMATION ABOVE, AND REALIZING THAT THIS DOCUMENT WILL BE USED ONLY TO DETERMINE MY ELIGIBILITY AND RECORD MY CERTIFICATION OF ELIGIBILITY, I HEREBY STATE THAT THE ABOVE INFORMATION AS TO MY PREVIOUS DRUG OR ALCOHOL INVOLVEMENT IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE.</p> | | |
| DATE | NAME (<i>Last, First, M.I.</i>) AND SSN OF APPLICANT | SIGNATURE |

| | | |
|---|---|-----------------|
| WITNESS | | |
| I CERTIFY THE ABOVE INDIVIDUAL SIGNED THIS CERTIFICATE OF HIS/HER OWN FREE WILL | | |
| DATE | NAME (Last, First, M.I.) AND GRADE OF WITNESS | SIGNATURE |
| REMARKS | | |
| SECTION IV. RECERTIFICATION AT TIME OF ENLISTMENT, COMMISSIONING, OR APPOINTMENT | | INITIALS |
| I have read and fully understand all the information on this form. | | |
| I hereby state that there has been no change in my status since I originally provided this information on the date on front of this form. | | |
| I hereby certify that I have not used any drug, including marijuana, and that I have not been in any alcohol related abuse incidents, since I originally completed this form. | | |
| DATE | NAME (Last, First, M.I.) AND SSN OF APPLICANT | SIGNATURE |
| WITNESS | | |
| I CERTIFY THE ABOVE INDIVIDUAL SIGNED THIS CERTIFICATE OF HIS/HER OWN FREE WILL | | |
| DATE | NAME (Last, First, M.I.) AND GRADE OF WITNESS | SIGNATURE |

RECRUIT/TRAINEE PROHIBITED ACTIVITIES ACKNOWLEDGMENT

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 136, Under Secretary of Defense for Personnel and Readiness; DoD Instruction 1304.33, Standardized Protection Policies Prohibiting Inappropriate Relations Between Recruiters and Recruits, and Trainers and Trainees.

PRINCIPAL PURPOSE(S): To document your understanding of the prohibitions identified in section 7 of this form.

ROUTINE USE(S): The DoD Blanket Routine Uses found at <http://dpclo.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx> apply to this collection.

DISCLOSURE: Voluntary. However, if you fail to provide the requested information or complete this form, you might not be able to complete your enlistment or receive training.

INSTRUCTIONS

In accordance with DoDI 1304.33, this form will be read and signed no later than the first visit with a recruiter following a recruit's entry into the Delayed Entry Program or read and signed no later than the first day of entry-level training for a trainee. As a minimum, the signed original will be retained in the recruit's file until they enter active duty or in the trainee's file until they detach from the training command or school they are attending. Please initial beside each entry acknowledging that you have read and understand the statement.

| | | |
|---|---|--|
| 1. RECRUIT/TRAINEE NAME (<i>Last, First, Middle</i>) | 2. PAY GRADE | 3. RECRUITING OFFICE/TRAINING COMMAND |
| 4. RECRUITING OFFICE/TRAINING COMMAND ADDRESS (<i>City, State, ZIP Code</i>) | 5. DATE SIGNED (<i>YYYYMMDD</i>) | 6. SIGNATURE |

7. I ACKNOWLEDGE AND UNDERSTAND THAT AS A RECRUIT OR TRAINEE, I WILL NOT:

| | |
|--------------------|--|
| (Initial) _____ | a. Develop, attempt to develop, or conduct a personal, intimate, or sexual relationship with a recruiter or trainer. This includes, but is not limited to, dating, handholding, kissing, embracing, caressing, and engaging in sexual activities. Prohibited personal, intimate, or sexual relationships include those relationships conducted in person or via cards, letters, e-mails, telephone calls, instant messaging, video, photographs, social networking, or any other means of communication. |
| _____ | b. Establish a common household with a recruiter/trainer, that is, share the same living area in an apartment, house, or other dwelling. |
| _____ | c. Consume alcohol with a recruiter/trainer on a personal social basis. |
| _____ | d. Attend social gatherings, clubs, bars, theaters or similar establishments on a personal social basis with a recruiter/trainer. |
| _____ | e. Allow entry of any recruiter/trainer in my dwelling or privately-owned vehicle except to conduct official business. Exceptions are permitted for official business when the safety or welfare of the recruiter/trainer is at risk. |
| _____ | f. Gamble with a recruiter/trainer. |
| _____ | g. Make sexual advances toward, or seek or accept sexual advances or favors from, a recruiter/trainer. |
| _____ | h. Lend money to, borrow money from, or otherwise become indebted to a recruiter/trainer. |

8. EXCEPTIONS. Exceptions may be granted to accommodate relationships that existed prior to the start of the recruiting process or prior to the trainee starting the formal training process. These relationships include, but are not limited to, family members. Only the Recruit's or Trainee's Commander, O-4 or higher, or higher level authority, has the authority to approve these exceptions. Approved exceptions will be documented below and signed by the Recruit's or Trainee's Commander, O-4 or higher, or a higher-level authority.

DESCRIPTION OF EXCEPTION(S):

| | |
|--------------------|--|
| (Initial) _____ | 9. VIOLATIONS. Violations of any part of paragraph 7.a. through 7.h., not granted an exception in paragraph 8, may result in disciplinary action. |
|--------------------|--|

10. APPROVED BY

| | | | |
|--|----------|------------------------------------|-------------------|
| a. NAME (<i>Last, First, Middle Initial</i>) | b. TITLE | c. DATE SIGNED (<i>YYYYMMDD</i>) | d. SIGNATURE/RANK |
|--|----------|------------------------------------|-------------------|

| AU MAC STUDENT STANDARDS OF CONDUCT TRAINING AGREEMENT | | | |
|--|--|-----------------|----------|
| SECTION I. STUDENT/CADET/OFFICER TRAINEE INFORMATION | | | |
| NAME: (Last, First, MI) | | | RANK: |
| ORGANIZATION: | CLASS/FLIGHT: | PHONE: | |
| SECTION II. OBLIGATIONS | | | |
| READ ALL STATEMENTS CAREFULLY | | | |
| NOTE: Initial only after careful review. Failure to comply could result in disciplinary action. | | | INITIALS |
| 1. | I have read and understand AFI 36-2909, <i>Professional and Unprofessional Relationships</i> , AETCI 36-2909, <i>Recruiting, Education, and Training Standards of Conduct</i> , and AU Mission Area Commander Guidance. | | |
| 2. | I understand that AFI 36-2909, AETCI 36-2909 and AU MAC Guidance applies to all individuals assigned or attached to, or operating in an AU unit as an instructor, recruiter, cadre member, faculty or staff member, as well as to students, cadets, trainees, DoD civilians, international military or civilian personnel, and contractor personnel. I understand that the AETCI 36-2909 applies from initial contact with an applicant and continues to apply throughout all entry level and initial skills training, including breaks in between. It also applies when an individual returns to AU as a student for continuing professional education or training courses. | | |
| 3. | I understand military members who violate AFI 36-2909, AETCI 36-2909, or the AU MAC Guidance are subject to prosecution or disciplinary actions under Article 92 of the Uniform Code of Military Justice (UCMJ), as well as any other applicable article of the UCMJ. Civilian personnel who violate AFI 36-2909, AETCI 36-2909, or AU MAC Guidance are subject to disciplinary action under AFI 36-704, <i>Discipline and Adverse Actions</i> . | | |
| 4. | I understand a "student", "cadet", and "officer or enlisted trainee" includes military and civilian personnel who are assigned or on temporary duty to other AETC bases, wings, detachments, or schools to attend training or courses of instruction for officer training and accessions, entry level training, initial skills training, technical training, reporting to their permanent duty stations, professional continuing education, or other training and developmental courses. | | |
| 5. | I understand these rules apply to personnel who are awaiting or have completed training or instruction, as well as those who have been eliminated or disenrolled from training or instruction and are awaiting reassignment or discharge. I understand my special responsibilities apply to ALL AETC students, cadets, trainees, or other entry level or initial skills students, in every AETC course of instruction, under every circumstance, until six months after they complete initial skills training, and are no longer a student, cadet, or trainee but are signed in as a permanent party of their duty location. | | |
| 6. | I understand that instructors, recruiters, faculty and staff must also follow these rules and must dedicate themselves to conduct that is professional and in line with Air Force standards of conduct. | | |
| 7. | In accordance with the above regulations, I WILL NOT do the following with ANY instructor, recruiter, cadre member, faculty or staff: | | |
| | a. Engage in any social contact of a personal nature while in a training environment. | | |
| | b. Establish or attempt to establish personal, social contact or develop a relationship of a personal, intimate or sexual nature. This includes but is not limited to: kissing, hand holding, embracing, caressing and engaging in sexual activities. Personal social contact or personal relationships are prohibited whether conducted face-to-face or via cards, letters, emails, telephone calls, instant messages, video, photograph or by any other means. | | |
| | c. Make, seek or accept sexual advances or favors | | |
| | d. Gamble | | |
| | e. Lend or borrow money, hire for services (babysitting, moving, etc.) or establish a business together | | |
| | f. Establish a common household (share the same living area) unless required by military operations | | |
| | g. Attend social gatherings, other than approved official functions, or frequent clubs, bars or theaters together unless it is an outside the classroom event approved by my commander | | |
| | h. Accept or consume alcohol unless it is at an event approved by my commander | | |
| 8. | I WILL NOT allow even the appearance of an unprofessional relationship exist between myself and an instructor, recruiter, cadre member, faculty or staff member. | | |
| 9. | I WILL NOT engage in, nor tolerate in others, maltreatment, maltraining, or hazing under any circumstances. | | |
| 10. | I WILL dedicate myself to conduct that is professional and beyond reproach. | | |
| 11. | I understand I should report any allegations of a violation of AETCI 36-2909. | | |
| 12. | I WILL REPORT any and all incidents of maltreatment, maltraining, hazing, unprofessional relationship, or inappropriate social conduct about which I learn, whether through personal observation, end of course surveys, critiques (anonymous or otherwise), or oral accounts from any party (students, cadets, officer or enlisted trainees, instructors, recruiters, cadre members, faculty or staff). | | |
| <p><i>I WILL BE ALERT TO ANY VIOLATION, OR PERCEIVED VIOLATION, OF THE GUIDELINES ABOVE. I WILL ALWAYS REMAIN AN EXAMPLE OF PROFESSIONALISM AND HONOR.</i></p> | | | |
| DATE _____ | | SIGNATURE _____ | |

AIR FORCE ROTC PRE-PARTICIPATORY SPORTS PHYSICAL

1. CADET/APPLICANT NAME

2. AFROTC DETACHMENT

MEDICAL AUTHORITY: Measure height and weight of cadet/applicant. Compare results to AF standards listed on reverse, check block 7 and certify as requested below.

AFROTC CADRE: If cadet/applicant exceeds AF weight standards, conduct a Body Fat Measurement IAW DoDI 1308.3.

3. CADET/APPLICANT MEASUREMENTS

HEIGHT

WEIGHT

4. AIR FORCE WEIGHT STANDARDS

(found on reverse)

MINIMUM

MAXIMUM

5. BODY FAT MEASUREMENT

6. BODY FAT STANDARDS:

FEMALE - 26%

MALE - 18%

7. CHECK APPLICABLE BOX

☐

IS WITHIN AIR FORCE WEIGHT STANDARDS

☐

EXCEEDS AIR FORCE WEIGHT STANDARDS

☐

IS BELOW AIR FORCE WEIGHT STANDARDS

8. MEDICAL AUTHORITY: PLEASE REVIEW THE ABOVE INFORMATION. CONDUCT COUNSELING BELOW IN APPLICABLE AREAS, AND SIGN.

I, (print name)

, HAVE EXAMINED THIS CADET/APPLICANT AND REVIEWED

HIS/HER MEDICAL HISTORY. THE FOLLOWING ARE THE RESULTS:

9. (IF CADET/APPLICANT IS BELOW AIR FORCE WEIGHT STANDARDS)

I CERTIFY THIS CADET/APPLICANT'S LEAN BODY MASS POSES NO HEALTH RISK; NO SIGNS OF EATING DISORDERS EXIST. I HAVE DISCUSSED THE IMPORTANCE OF NUTRITION AND WEIGHT MANAGEMENT. (Medical Authority Initials)

10. (IF CADET/APPLICANT EXCEEDS AIR FORCE WEIGHT STANDARDS)

I HAVE DISCUSSED APPROPRIATE AND SAFE WEIGHT LOSS WITH THE CADET/APPLICANT. (Medical Authority Initials)

11. (FOR ALL CADETS/APPLICANTS)

I DID / DID NOT (please circle) FIND MEDICAL CONDITION(S) OR PHYSICAL IMPAIRMENT(S) THAT WOULD PRECLUDE THIS CADET/APPLICANT FROM PARTICIPATING IN A RIGOROUS PHYSICAL TRAINING PROGRAM. IF A MEDICAL CONDITION/PHYSICAL IMPAIRMENT EXISTS THAT MAY PRECLUDE THE INDIVIDUAL FROM PARTICIPATING, PLEASE EXPLAIN:

EXAMINATION DATE

PHYSICIAN OR MEDICAL AUTHORITY SIGNATURE

AFROTC CADRE: REVIEW THE INFORMATION ENTERED ABOVE AND SIGN BELOW:

DATE

AFROTC CADRE SIGNATURE

ACCESSION HEIGHT AND WEIGHT STANDARDS & BODY FAT MEASUREMENT (BFM) STANDARDS
 (Per DoDI 1308.3, *DoD Physical Fitness and Body Fat Programs Procedures*)

| HEIGHT (INCHES) | POUNDS | |
|-----------------|-------------------------|---------------------------|
| | MINIMUM (BMI = 19 kg/m) | MAXIMUM (BMI = 25.0 kg/m) |
| 58 | 91 | 119 |
| 59 | 94 | 124 |
| 60 | 97 | 128 |
| 61 | 100 | 132 |
| 62 | 104 | 136 |
| 63 | 107 | 141 |
| 64 | 110 | 145 |
| 65 | 114 | 150 |
| 66 | 117 | 155 |
| 67 | 121 | 159 |
| 68 | 125 | 164 |
| 69 | 128 | 169 |
| 70 | 132 | 174 |
| 71 | 136 | 179 |
| 72 | 140 | 184 |
| 73 | 144 | 189 |
| 74 | 148 | 194 |
| 75 | 152 | 200 |
| 76 | 156 | 205 |
| 77 | 160 | 210 |
| 78 | 164 | 216 |
| 79 | 168 | 221 |
| 80 | 173 | 227 |