



- a. Respect others
- b. Be on time
- c. Be prepared w/writing utensil and paper
- d. Be attentive and participate
- e. Keep area and room clean
- f. Keep bags and personal items off desks
- g. No food, gum, or candy. Drinks are allowed
- h. Cell phones are kept in book bags (not visible nor hidden in lap)

**8. ATTENDANCE/PARTICIPATION:** Class attendance and participation contributes significantly to academic success. If you are absent for any reason, you are responsible for all missed work and for contacting the instructor promptly. Daily class participation is expected. Failure to wear proper attire and to participate in inspections, drill or physical training without a parental excuse will result in a formative **0** for that day. Excuses exceeding one week or for continuing medical issues will require a signed doctor's excuse and JROTC Medical Excuse Form to be accepted. See instructor for the JROTC Medical Excuse form.

**9. EVALUATION:** The grading scale is as follows: A=100-90 B=89-80 C=79-70 F=69-below

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| a. Summative Assessment (projects, tests, papers, inspections, portfolio, etc.) | 55% |
| b. Formative Assessment (quizzes, participation, portfolio, etc.)               | 25% |
| c. Semester Exam (Final/SLO)  | 20% |

**10. ACADEMIC INTEGRITY:** Cadets are expected to do their own work unless advised that collaboration is specifically acceptable. Anytime you quote from another source or paraphrase substantially, you must cite the source. When you take a test, you are expected to do your own work, keep your eyes on your own paper and protect your test paper from possibly being copied by a fellow cadet. Violations of this policy will result in a **0** for the assignment/test and could lead to disenrollment from the program due to honor code violation.

**11. RECOVERY POLICY:** The intent of the Recovery Policy is to assist cadets by providing adequate opportunities to master course objectives to eliminate preventable failures. The Recovery Policy for this course is as follows:

- a. Opportunities designed to assist cadets in recovering from a low or failing cumulative grade will be allowed when all work required to date has been completed and the student has demonstrated a legitimate effort to meet all course requirements including attendance.
- b. Cadets may be allowed to either retest, conduct a test correction, provide a research paper, or other assignment for tests grades below 70%. First test retake grade is up to 100 points. Maximum grade allowed for subsequent test retakes is 70 points. Other authorized recovery options are a 70-point maximum grade. Instructor will determine recovery option.
- c. Cadets should contact their instructor concerning recovery opportunities. All recovery work must be directly related to course objectives and must be completed ten school days prior to the end of the semester.
- d. Instructors will determine when/how cadets with extenuating circumstances may improve their grades.

**12. LATE ASSIGNMENTS:** Cadets are expected to turn in work on time. Work turned in after due date will be deducted 10 points each day for up to three days. **No work will be accepted after third day.** If a cadet missed class, it is **their** responsibility to coordinate with the instructor to receive missed classroom information, assignments and tests – personal responsibility... Cadets will have three days upon return to school to turn in all materials and complete all tests.

**13. HELP SESSIONS:** An instructor is available for reviewing missed work or tutoring those cadets needing extra help from 3:40 pm - 4:30 pm on Tuesdays or 7:30 am - 8:30 am on Thursdays. Coordinate with your instructor prior to the scheduled time to ensure instructor availability.

**14. GROOMING STANDARDS & WEARING OF UNIFORM:** Cadets will wear the Army issued uniform twice a month. Cadets must report to school in uniform and remain in full uniform **until the end of the school day**. The JROTC program is a uniformed program where discipline is judged by the way a cadet wears the uniform as well as by the individual's personal appearance. Uniform inspections promote discipline awareness and attention to detail. **Nonparticipation or not wearing the uniform in accordance with regulation will result in a zero formative grade**. See uniform policy letter.

a. **Males:** The face will be clean-shaven, except for permitted mustaches. Males are not authorized to wear braids, cornrows, or dreadlocks (unkempt, twisted, matted, individual parts of hair) while in uniform. Males will not wear earrings while in uniform. Hair will be neat and trim in appearance and not fall onto forehead, over the ears, nor extend down the back of the neck below or touching the collar line and will be of natural color.

b. **Females:** Hairstyles will not interfere with proper wearing of the military headgear. Females may wear braids or cornrows if the braided style is conservative, and the braids and cornrows lie snugly over the head. Hair will not fall over the eyebrows or extend below the bottom edge of the collar and will be of a natural color. Hair ties/clips, bands must be brown or black in color. No cosmetic jewelry or faddish nail colors while in uniform. Only post earrings such as gold, silver, pearl, or diamond studded earrings may be worn, and neutral colored nail polish allowed in uniform. Nails must be no longer than ¼ inch in length beyond the tip of the finger.

c. **Uniform Inspections:** Bi-weekly inspections will receive a formative grade. Missed inspections will be made up within three days of returning to school or the cadet will receive a **0**. Cadets will also receive a **0** for the following:

- i. Males not shaving, wearing earrings, or with excessively long hair.
- ii. Hair dyed an unnatural color, having excessively large hair buns, or visible body piercings.
- iii. Not wearing the uniform in the prescribed manner for the entire day.
- iv. Being placed in ISS or on OSS during inspection day.

**15. PROGRAM COSTS:** Cadets are responsible for the care and maintenance of uniforms and other issued equipment. They will be required to have their uniforms **professionally dry cleaned** periodically throughout the year and prior to turn in at the end of the school year. Uniforms will be returned to the program prior to the cadet leaving the program for any reason. Lost or damaged uniforms or equipment must be compensated for at the time of loss. Failure to return uniforms will result in a graduation hold being placed on the cadet by the school bookkeeper.

**16. DISENROLLMENT FROM JROTC:** Cadets may be disenrolled from JROTC if they:

- a. Demonstrate ineptitude for leadership training indicated by a general lack of adaptability.
- b. Failure to maintain an acceptable standard of academic achievement, conduct, appearance, and attendance.
- c. Exhibit undesirable character traits such as lying, cheating, or stealing, unauthorized possession of illegal drugs or substances, or exhibit an indifference to and lack of interest in citizenship and leadership training.

**17. MODIFICATIONS TO SYLLABUS:** The Senior Army Instructor reserves the right to alter this syllabus as needed.

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