

JROTC Promotion Policy

1. **PURPOSE:** To establish a promotion policy for JROTC cadets in the SHS JROTC Program.
2. **GENERAL:**
 - a. A First year cadet may be promoted up to the rank of corporal. He or she will pass all military subjects with at least a 70, and demonstrate his or her ability to do the job. He or she must have his or her record clear of all demerits before being recommended for promotion. Promotion through the rank of corporal is based on recommendations by the cadet/instructor chain of command and approval by the SAI.
 - b. Promotions from sergeant through captain are based on recommendations, standing on the promotion Order of Merit List (OML), and SAI approval. Cadets are recommended for promotion by the cadet/instructor chain of command, a promotion point worksheet (Annex B) is done on the cadet and he/she is placed on the Promotion OML. Cadets are selected for promotion based on available promotion slots and their standing on the OML. The SAI will approve promotions not based on OML standing only in exceptional situations.
 - c. The cadet battalion commander, battalion executive officer, and operations officer will be selected by a Field Grade Promotion board consisting at a minimum of, the SHS Principal, SAI, and AI. The Field Grade Promotion Board will select a minimum of five cadets from the standing Promotion OML, interview those cadets, and select the battalion field grade officers from those cadets. This promotion board must take place as soon as possible after the start of the school year.
 - d. A second year cadet may be promoted up to the rank of Sergeant First Class. He or she must pass all military subjects with at least a 70, and demonstrate his or her ability to do the job to which he/she is assigned. He or she must have his or her record clear of all demerits before being recommended for promotion and must have a good discipline record at SHS.
 - e. A third year cadet may be promoted up to the rank of Sergeant Major.
 - f. Fourth Year cadets do not automatically become officers. They must earn and qualify for the rank of a cadet officer. Some of the criteria for officer promotions includes, but not limited to:
 - a. Good merit record
 - b. Interest in and participation in JROTC & JROTC activities
 - c. Good academic grade in JROTC
 - d. Decent academic grade at SHS
 - e. Clean conduct record at SHS
 - f. Demonstrated dependability
 - g. Knowledge of drill and ceremony and/or staff position
 - h. Successful passing of promotion tests
 - i. Attendance record
 - j. Completed all requirements as a LET 3

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- g. Company Commanders (and Advisors) will ensure that when any cadet moves from one company to another, information to assist the new Company commander in evaluating him/her will be compiled and sent also.
- h. Staff Officers must use discretion in recommending their subordinates for promotion. Cadre Advisors will monitor staff promotions carefully. Staff Heads must insure that a Cadre Staff Advisors are consulted prior to submitting promotion. Each promotion/non-promotion must be fully justified; i.e., what has the Staff Officer/NCO done to deserve the promotion?
- i. Company Advisors must monitor the promotion program carefully to avoid leaders taking the easy way and “blanket” promoting everybody. This includes officers. Moreover, Company Commanders and Platoon Leaders must be made to understand that they must be able to fully justify the promotion or non-promotion of their subordinates.

3. Procedures

- a. Promotion will be conducted in accordance with the schedule in Para 4. Additionally promotion packets will be in to the SI before the 15th of each month. Promotions will occur on the first school day of the month.
- b. Persons not deserving a promotion are not to be promoted. Company Advisors will check and approve all promotions and concur in those not being promoted. Any instructor, based on knowledge and experiences with a cadet, may cause him/her to be promoted. Company Advisors may pick a cadet up for promotions at anytime following scheduled promotion dates.
- c. The Highest grade a cadet may reach his/her year is CORPORAL. As a general rule cadets returning for their second year will start off at the rank they earned their first year and work up to the rank the position calls for. For example, a Cadet Corporal his first year will begin as a Corporal his second year and earn his promotions based on criteria similar to that listed in paragraph 2 above.
- d. The Promotion Request, with complete instructions, will be used to recommend all cadets for promotion. Promotion Request will be provided by the Battalion S-1 (See Annex A)
- e. Cadets may be demoted for a number of reasons. Some include:
 - a. Habitual failure of JROTC subjects.
 - b. Below passing grade point average.
 - c. Misconduct in JROTC at anytime.
 - d. Misconduct while in uniform anywhere at school.
 - e. Conviction of a crime.
 - f. Violating JROTC policies.
 - g. Violating school policies.
 - h. Failure to perform duties required by rank and position.
 - i. Apathy
 - j. Accumulation of too many demerits.
- f. Promotions and Demotions will be posted on the JROTC Bulletin Board
- g. The rank structure is at Annex B.

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4. EXCEPTIONS:

Exceptions to the policy may be made on a case-by-case basis by the Senior Army Instructor.

5. ANNEXES:

- a. Annex A – Cadet Promotion Point Worksheet

CADET PROMOTION POINT WORKSHEET

Name _____ Company _____

Categories	Maximum Points	Awarded Points
Cadet Evaluation	300	
Ribbons and Awards	100	
Community Service	100	
Team Service	100	
Physical Fitness	100	
Academics	150	
Merit	150	
TOTALS	1000	0

Ribbons and Awards: Five points per ribbon/ten points per award.

One hour community service = one promotion point.

Twenty Five promotion points for each team that you earn a rope for during a full year.

Physical Fitness: Pass Cadet Challenge = 25 points, make 85% on the Cadet Challenge = 35 points, pass APFT 50 points, APFT 255 = 60 points, APFT 290 or above = 100.

Academics: 2.5 cumulative GPA = 50 points, 3.0 GPA = 100 points, 3.25 GPA = 125 points, 3.5 GPA = 150 points.

Merits: 2 merits = 1 promotion point.