

Det 940 Cadets,

Congratulations on your decision to pursue a future with the U.S. Air Force through AFROTC Detachment 940! We invite you and your family to learn more about our organization and your role during our annual AFROTC Orientation (Saturday, 21 August 2021 at 1:00pm in the UWyo Business Building Room 121. Immediately following AFROTC Orientation, we will transition to **nearby Washington Park** for a BBQ/Social. This is a mandatory event for all incoming cadets.

During orientation, we will provide an overview of what to expect at DET 940. We will also go over all **completed** paperwork and provide you (and your family) an opportunity to ask questions and meet the Det 940 Team. You are required to download all documents listed/linked on the Det 940 webpage. These documents are required for full enrollment. Completing this ahead of time will make this streamlined on your end. **Failure to bring all required documents will result in possible membership/attendance delays.** It will also require future office visits to turn in documents. This will use your much-needed free time as a new freshman. This is your first opportunity to display responsibility for your career as well as show you are ready to be a future officer in the United States Air Force. This paperwork does not commit you to military service, but it does allow a smooth transition should you make the decision to remain in the cadet corps through completion.

In addition, please show in khaki pants (No capris/shorts allowed), blue polo, black/brown shoes, and black/brown belt. This will be the uniform for first year cadets. Ensure clothes are clean and serviceable (No holes/stains). Clothes will be of the proper size. Do not wear anything excessively tight or baggy. Hair will be neat and presentable and of natural color.

SCHEDULE OF EVENTS:

1300 - Introduction with Detachment 940 Cadre and Upperclassmen Cadets (Business Building Room 121)

1330 - Enrollment paperwork, document verification (Business Building Room 121)

1500 - Cadets: Meet & greet with Flight Commander; Parents: Q/A with cadre (Business Building Room 121)

1545 - Transition to BBQ (Washington Park)

All AFROTC cadets **MUST** bring the following documents to Orientation on 21 August 2021: **(For clarification, cadets must bring BOTH an original and a copy of items 1-4) We will keep the copy and you retain your original upon verification.**

1. Birth Certificate
 - a. Original/certified copy
 - b. Scanned/printed copy
2. Social Security Card
 - a. Original
 - b. Scanned/printed copy
3. Driver's License
 - a. Original

- b. Scanned/printed copy
- 4. High School Diploma
 - a. Original
 - b. Scanned/printed copy
- 5. Selective Service Number (Males) (Upload into Wings on your own)
- 6. WINGS login information (username/password) (<https://wings.holmcenter.com>)
 - a. Go to the website and setup an account
 - b. Complete the questionnaire/online documents

You can acquire the required documents on our Detachment 940 Home Page here: <http://www.uwyo.edu/airrotc/> Click on the Fall Incoming Cadets link on the left and then look for the ROTC Required Attachments section. Open the files or right click and save the file. Some can be filled out electronically and printed while others must be completed by hand after printing. First impressions are lasting, so please come prepared!

Look for the **ROTC Required Attachments** Section

- 1. Enrollment / What to Bring Form
- 2. AFROTC Form 28 (Sports Physical) – Must be completed NO EARLIER than 30 July. May be completed by Family Physician or On-Campus Health Services Office
- 3. DDRP Form (Urinalysis Testing)
- 4. Student Records Release Form
- 5. DD Form 2005 (Health Care Records Authorization)
- 6. DD Form 93 (Record of Emergency Data)
- 7. Wings Enrollment Instructions (Apply to ROTC) – MUST be accomplished PRIOR to orientation!
- 8. Immunizations Records
- 9. Copy of ACT & SAT score sheets

If applicable, also bring the following documents (scanned/printed copy):

- 1. College Transcripts (other than UWyo)
- 2. High School Transcripts (If AP Courses)
- 3. Private Pilot's License
- 4. JROTC certificate
- 5. Eagle Scout certificate
- 6. Girl Scout Gold Award certificate
- 7. Civil Air Patrol Award certificate
- 8. DD Fm 785 – Record of Disenrollment from Officer Candidate Training (i.e. AFROTC or Service Academy)
- 9. DD Fm 4 – Enlistment/Reenlistment (if prior military service)
- 10. DD Fm 214 – Copy 4 – Certificate of Discharge (if prior military service)