



DEPARTMENT OF THE ARMY  
ARMY JROTC BATTALION  
OASIS HIGH SCHOOL  
CAPE CORAL, FLORIDA 33914



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14 September 2016

MEMORANDUM FOR Shark Battalion Cadets

SUBJECT: Cadet Officer Promotion Process

1. The following Shark Battalion Cadet Officer Promotion Policy is in effect as of the date shown above and will remain effective until amended in writing.
2. In order to be promoted to and within the cadet officer ranks, a cadet must be able to demonstrate proficiency as evaluated by the Cadet Board/Chain of Command and Cadre in the following tasks/information requirements:

Maintain proficiency in all tasks required of cadets holding enlisted ranks  
Current active membership in at least one elite team  
Track record of community service events involvement  
Overall weighted GPA of 2.75 or higher  
No adverse disciplinary record of any kind  
Be able to attend after-school staff/leader meetings as required  
Recommended for promotion by Cadre with final decision by SAI  
Successful appearance before the Cadet Officer Promotion Board or Cadre  
Display a positive, enthusiastic and patriotic attitude at all times  
FOR CAPTAIN: Must be a Company commander, Elite team commander, or primary staff officer  
FOR MAJOR: Must be Executive officer, Headquarters commander, or primary staff officer.

3. Cadets appearing before the Board must be prepared to answer like the following questions in addition to General Knowledge Questions:

Why do you want to be an officer in the Shark Battalion?

What is your greatest strength as a cadet/student, and how can you use that strength to help the battalion?

What is your greatest weakness as a cadet/student and what will you do to work on that challenge?

**What is one change that you would make in the Shark Battalion? Why would you make that change and how would you do it?**

**What JROTC staff officer position would you want to fill next year (if applicable) and why?**

- 4. Cadets will bring the enclosed Cadet Officer Promotion Board Worksheet with them to the Board with the first 3 lines already filled out.**
- 5. FOR 2nd LT, bring a printed 2 paragraph essay why you want to be an officer.  
FOR 1st LT, bring a printed job resume.  
FOR Captain bring a printed copy of your written out five year plan.**
- 6. Cadets will report to the Board in their Class A uniforms prepared for inspection with all awards and decorations affixed.**
- 7. Qualifying criteria (GPA, etc.) may be waived at the discretion of the SAI.**
- 8. Direct any questions regarding officer promotions to the Bn DCO.**

**CADET OFFICER PROMOTION BOARD WORKSHEET**

1. NAME: \_\_\_\_\_
2. DATE: \_\_\_\_\_
3. CURRENT RANK: \_\_\_\_\_ RANK TESTING FOR: \_\_\_\_\_  
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4. CADET HAS MET ALL OFFICER PROMOTION CRITERIA: YES NO  
IF NO, WHAT CRITERIA HAS THE CADET NOT FULFILLED: \_\_\_\_\_  
\_\_\_\_\_
5. ELITE TEAM(s): \_\_\_\_\_
6. TOTAL JROTC COMMUNITY SERVICE HOURS: \_\_\_\_\_
7. JROTC EVENT(S) PARTICIPATION: \_\_\_\_\_  
\_\_\_\_\_  
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**RECOMMENDATIONS FOR PROMOTION**

**BN CDR:** YES NO COMMENTS: \_\_\_\_\_

**DCO:** YES NO COMMENTS: \_\_\_\_\_

**BOARD MEMBER:** YES NO COMMENTS: \_\_\_\_\_

**SFC SMITH:** YES NO

**SAI:** YES NO

(ONCE COMPLETED, THIS FORM GOES TO THE S1 FOR ORDERS PROCESSING)