

CADET PROMOTION ORDER FORMAT – Multiple Recipients
Diablo Composite Squadron 44 (PCR-CA-096)
Revised: 1 June 2019

1-The **Commander** (commands): “**ADJUTANT, POST.**” The Adjutant/First Sergeant takes his/her position at the decorations table.

2-The **Cadet Commander** (commands): “**CADETS TO BE PROMOTED (AND DECORATED), FORM UP ON THE RIGHT WALL**” (the audience right). The Deputy Commander for Cadets and the Cadet Commander assume their places alongside the Commander.

3-The designated Cadets fall out of ranks, form a single-file line by current grade (lowest to highest) against the wall to THEIR RIGHT, and stand at attention.

4-The **Commander** (commands): “**PUBLISH THE ORDER.**”

5-The **Adjutant/First Sergeant** (commands): “**ATTENTION TO ORDERS.**” o

PROMOTION ORDER NUMBER ____ **TWO THREE DASH ZERO FOUR** [e.g. “19-07” for July 2019]
DATED **_3_** [first] **_April_** [July] **TWO THOUSAND TWENTY THREE**”

6-Adjutant/First Sergeant reads aloud the Promotion Script Paragraph for first/next grade (see scripts on following pages)

7- **Cadet Commander** (commands): “**AIRMAN/SGT/ETC (last name), REPORT TO THE COMMANDER.**”

8-Recipient marches to a position centered on & 2 paces from the Commander, salutes and reports.

9-Commander returns salute and is then joined by the Cadet Commander (and/or parent) who assists in pinning on the new grade. Commander shakes the recipient's hand and hands him/her the ribbon or certificate (as applicable).

10-Recipient shakes hands with the right hand and receives the ribbon or certificate with the left hand over the top of the handshake and then salutes with the right hand.

11-**Commander** returns salute and commands: “**FACE.**” Recipient and Commander each face the formation for photos/applause. After photos/applause the Recipient takes the most direct route to return to ranks.

(REPEAT STEPS 7 THROUGH 11 UNTIL ALL CADETS FOR THAT SAME GRADE HAVE BEEN AWARDED)

12-Once all Cadets for the same grade have been awarded, the Adjutant/First Sergeant begins reading aloud the next promotion script paragraph, by grade (step 6). (Repeat Steps 6 through 12 until all Cadets have been awarded.)

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PROMOTION SCRIPTS BY GRADE

PARAGRAPH 2

“CADET AIRMEN

Daniel Apaez

*IS AWARDED THE **GENERAL HAP ARNOLD RIBBON** FOR COMPLETION OF CADET ACHIEVEMENT TWO. THIS TRAINING INCLUDED PARTICIPATION IN CHARACTER DEVELOPMENT CLASSES, WRITTEN TESTS IN LEADERSHIP AND AEROSPACE EDUCATION, AND PERFORMANCE TESTS IN PHYSICAL FITNESS AND DRILL AND CEREMONIES.*

*IN RECOGNITION OF THE ADDITIONAL TRAINING HE HAS COMPLETED, THIS CADETS IS PROMOTED TO THE GRADE OF **CADET AIRMAN FIRST CLASS**.*

PARAGRAPH 3

“CADET AIRMEN FIRST CLASS

Max Grossman

Tyler Hanson

*ARE AWARDED THE **MARY FEIK RIBBON** FOR COMPLETION OF CADET ACHIEVEMENT THREE. THIS TRAINING INCLUDED PARTICIPATION IN CHARACTER DEVELOPMENT CLASSES, WRITEN TESTS IN LEADERSHIP AND AEROSPACE EDUCATION, AND PERFORMANCE TESTS IN PHYSICAL FITNESS AND DRILL AND CEREMONIES.*

*IN RECOGNITION OF THE INCREASED TRAINING THEY HAVE COMPLETED, THESE CADETS ARE PROMOTED TO THE GRADE OF **CADET SENIOR AIRMAN**.*

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PARAGRAPH 5

“CADET STAFF SERGEANT(S)

*Jeffrey Seymour
Joshua Gonzenbach*

*ARE AWARDED THE **CAPTAIN EDDIE RICKENBACKER RIBBON** FOR COMPLETION OF ACHIEVEMENT FOUR. THIS TRAINING INCLUDED PARTICIPATION IN CHARACTER DEVELOPMENT CLASSES, WRITTEN TESTS IN LEADERSHIP AND AEROSPACE EDUCATION AND PERFORMANCE TESTS IN PHYSICAL FITNESS AND DRILL AND CEREMONIES.*

*IN RECOGNITION OF THE INCREASED TRAINING THEY HAVE COMPLETED, THESE CADETS ARE PROMOTED TO THE GRADE OF **CADET TECHNICAL SERGEANT.**”*

PARAGRAPH 13

“CADET FIRST LIEUTENANT(S)

Thomas Durling

HAS COMPLETED ALL REQUIREMENTS FOR ACHIEVEMENT ELEVEN. THIS TRAINING INCLUDED WRITTEN TESTS IN LEADERSHIP AND AEROSPACE EDUCATION, AND A PERFORMANCE TEST IN PHYSICAL FITNESS. THIS CADETS IS PERFORMING AT A FITNESS LEVEL THAT IS BETTER THAN SIXTY PERCENT OF YOUTHS IN HIS AGE GROUP.

*THIS CADETS WILL RETAIN HIS CURRENT RANK OF **CADET FIRST LIEUTENANT.**”*
