



AFROTC

FY24 AM-490 Freefall Parachuting

Execution Plan

(Mach 2)



OPR: AFROTC/DOT

AFROTC.DOT.SharedCalendar@us.af.mil

334-953-0251

CAO: 12 Jan 24

Releasable to Cadets



TABLE OF CONTENTS



CHAPTER	PAGE
CHAPTER 1 – PROGRAM DESCRIPTION	3
CHAPTER 2 – PROGRAM RESPONSIBILITIES	3
CHAPTER 3 – AFROTC CADET ELIGIBILITY	5
CHAPTER 4 – NOMINATION PROCESS	6
CHAPTER 5 – TRAVEL PLANNING AND CERTIFIED ORDERS CREATION	7
CHAPTER 6 – SUMMARY OF DATES AND SUSPENSES	9

Please help us improve this program by completing the Survey at the link below!

Cadet, Escort Cadre, Detachment Cadre, and Region Staff feedback are welcome.

<https://forms.office.com/r/Mx68K4WUn3>



CHAPTER 1 – PROGRAM DESCRIPTION

1.1. This challenging and rewarding program introduces AS100 and AS300 to the Air Force Academy Freefall program (AFAFF). Students undergo a rigorous ground school training course taught by cadet Jumpmasters of the United States Air Force Academy (USAFA) Parachute Team. Cadets will learn the form, procedures, and confidence necessary to complete five unassisted freefall skydives from 4,500 ft AGL. This class is mentally and physically demanding. The program is held at USAFA, Colorado Springs, Colorado.

1.2 Freefall aligns with Rated Diversity Initiatives and the National Defense Strategy which directs the Department of Defense to build a more lethal force; requiring each Service to recruit, develop, and retain a high-quality, diverse talent pool for rated careers.

1.3. There are six sessions offered for a total of 117 ROTC cadets. Dates below include travel days.

Class AB	Class BC	Class DE	Class EF	Class GH	Class HI
1 Jun – 14 Jun	10 Jun – 22 Jun	22 Jun – 5 Jul	1 Jul – 13 Jul	13 Jul – 26 Jul	22 Jul – 3 Aug
19 Cadets	20 Cadets	20 Cadets	20 Cadets	19 Cadets	19 Cadets

CHAPTER 2 – PROGRAM RESPONSIBILITIES

2.1. The following information is used to administer the Freefall program:

2.1.1. USAFA

2.1.1.1. Maintains overall Freefall program oversight and administration.

2.1.1.2. Provides housing for cadets in USAFA dorms throughout the duration of the ODT.

2.1.1.3. Provides transportation to and from USAFA dormitories to all training locations.

2.1.2. HQ AFROTC

2.1.2.1. Announces training opportunity via ARMS and posts the Execution Plan on the *Reserve Officer Training Corps > DOT – Cadet Training Teams* page.

2.1.2.2. Provides funding for 117 AFROTC cadets participating in the Freefall Program: transportation and 3 meals per day at the DFAC.

2.1.2.3. Provides transportation logistics for AFROTC cadet to and from the airport.

2.1.2.4. Coordinates with USAFA POC to ensure all participating ROTC cadets are registered in AHLTA (to be eligible to receive medical care at USAFA).

2.1.2.5. Coordinates with USAFA POC to ensure all cadet and cadre campus access via the USAFA Form T-120.

2.1.2.6. Places selected cadets on the Training Roster in WINGS and grants cadet ODT credit for their current AS level upon training completion.

2.1.3. Region CC

2.1.3.1. Selects the allocated number of cadets from detachment nominations from their region to participate in the Freefall Program and completes the roster on Teams by **23 Feb 24**.

2.1.3.2. Compiles DOB and SSAN information for all selected cadets and sends information to AFROTC/DOT ODT POC via encrypted email or DoD SAFE by **23 Feb 24**. Roster is found on TEAMS at *Reserve Officer Training Corps > DOT – Cadet Training > Files > 002 HQ Sponsored ODTs > USAFA Freefall > FY24 > [FY24 USAFA Freefall \(AM-490\) AHLTA Roster](#)*

2.1.3.3. Manages Region allocations and aids allocation swaps between Regions as needed (notify AFROTC/DOTP via email number of cadet slots relinquished/gained).

2.1.4. Detachment CC

2.1.4.1. Notifies cadets of the program opportunity and requirements for eligibility.

2.1.4.2. Verifies cadet eligibility; nominates cadets IAW this Execution Plan and Region guidance.

2.1.4.3. After nominated cadets are confirmed by HQ AFROTC, complete cadet's travel reservation in DTS, aid in coordinating additional pre-travel and medical requirements, and provide necessary uniform items (from 2.1.6.3 – note the Nomex Flight Glove requirement). Immediately inform HQ AFROTC (via the Region) if a primary or alternate cadet is no longer able to participate.

2.1.4.4. Engage with the local MTF's Flight Surgeon/Flight Medicine Clinic to complete cadet's SF600 and DD2992 **prior to cadet arriving at USAFA** for Basic Airmanship courses. More guidance will be provided with selection announcement.

2.1.4.5. Ensures cadet completes the USAFA Form T-120 to ensure campus access **NLT 30 days prior to training**. The form is located on Teams at *Reserve Officer Training Corps > DOT – Cadet Training > Files > HQ Sponsored ODTs > [USAFA Freefall](#) > FY24*. More guidance will be provided with selection announcement.

2.1.4.6. Ensures cadets complete a Cadet ODT Survey (link on page 2).

2.1.5. HQ AFROTC USAFA Liaison

2.1.5.1. Coordinates with AFROTC/DOT and USAFA on training dates, schedules, and cadet logistics and transportation to/from airport.

- 2.1.5.2. Assists with cadet in-processing and orientation.
- 2.1.5.3. Serves as the liaison to detachments and AFROTC/DOT for cadet emergencies during USAFA ODT programs.
- 2.1.6. Cadet
 - 2.1.6.1. Accomplish flight physical at a military treatment facility and complete SF 600 *Chronological Record of Medical Care* and DD2992 *Medical Recommendation for Flying or Special Operational Duty*. More guidance will be provided with selection announcement.
 - 2.1.6.2. Completes USAFA Form T-120 for campus access. More guidance will be provided with selection announcement.
 - 2.1.6.3. The UOD is OCPs and/or PTUs. During jumps, cadets must wear OCPs and Nomex Flight Gloves (must be provided by the detachment). Cadets may wear civilian clothing in the dorm area when off duty.
 - 2.1.6.4. It is highly recommended to bring your own pillow and linens (or sleeping bag), but USAFA will provide these items if needed. Cadets must bring their own towels and toiletries. Sunscreen and a reusable water bottle are also highly recommended.
 - 2.1.6.5. ROTC Cadets may be asked by USAFA cadre to assist with in processing and other admin duties prior to the start of the class.
 - 2.1.6.6. Complete a Cadet ODT Survey (link on page 2).

CHAPTER 3 – AFROTC CADET ELIGIBILITY

- 3.1. The cadet **MUST** meet the following requirements to be eligible for Freefall:
 - 3.1.1. AS100 or AS300 (preference give to AS300s).
 - 3.1.2. Not have participated in AFAFF in the past.
 - 3.1.3. Complete a SF 600/DD 2992 **within 30 days** of reporting for training.
 - 3.1.3.1. Participants that fail depth perception tests are annotated as “No Solo” and “No Jump” on their DD2992 and will be unable to participate. All participants must be corrected to 20/20 in both eyes to participate in Airmanship programs. (DAFMAN 48-123 paragraph 5.4.9.5)
 - 3.1.7. Weigh less than 215lbs **with OCP uniform and boots on** (Parachute limitation).
 - 3.1.8. Pass the flexed-arm hang test.
 - 3.1.8.1. Detachment cadre will observe and document (recommend pen and ink addition on AFROTC Form 5, *Cadet ODT Assignment Briefing Checklist*) cadets successfully completing the flexed-arm hang test.

3.1.8.2. To perform the test, cadets will perform an unassisted pull-up from dead hang, to chin above-bar, hold for 10 seconds, then a controlled lower to full arm extension, then release.

NOTE: *There are NO exceptions for this requirement as it is related to an emergency procedure. Cadets will be given this test on day 1 of the program at USAFA. They will have two attempts to pass the test consecutively. If they are unable to successfully perform the flexed arm hang test, they will immediately be disenrolled from Freefall and sent home.*

CHAPTER 4 – NOMINATION PROCESS

4.1. AFROTC Regions and Detachments must follow the steps below to nominate and select cadets to participate in Freefall. All Region nominations are due to HQ AFROTC by **23 Feb 24**.

4.1.1. Region CC

4.1.1.1. Nominate cadets and alternates via the roster on TEAMS at *Reserve Officer Training Corps > DOT – Cadet Training > Files > 002 HQ Sponsored ODTs > USAFA Freefall > FY24 > [FY24 USAFA Freefall \(AM-490\) Nominations](#)*

4.1.1.2. Compiles DOB and SSAN information for all selected cadets and sends information to AFROTC/DOT ODT POC via encrypted email or DoD SAFE by **23 Feb 24**. Roster is found on TEAMS at *Reserve Officer Training Corps > DOT – Cadet Training > Files > 002 HQ Sponsored ODTs > USAFA Freefall > FY24 > [FY24 USAFA Freefall \(AM-490\) AHLTA Roster](#)*

4.1.1.3. Allocations are as follows. Regions may coordinate date and allocation swaps, but not exceed the overall total number of cadets listed for each session.

Class AB: 1 Jun – 14 Jun / 19 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	5
Alternate	1	1	1	1

Class BC: 10 Jun – 22 Jun / 20 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	6
Alternate	1	1	1	1

Class DE: 22 Jun – 5 Jul / 20 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	6
Alternate	1	1	1	1

Class EF: 1 Jul – 13 Jul / 20 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	6
Alternate	1	1	1	1

Class GH: 13 Jul – 26 Jul / 19 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	5
Alternate	1	1	1	1

Class HI: 22 Jul – 3 Aug / 19 Cadets Total

	NWR	NER	SER	SWR
Primary	4	4	6	5
Alternate	1	1	1	1

4.1.2. Detachment CC

4.1.2.1. Nominate cadets IAW this execution plan and additional Region guidance.

CHAPTER 5 – TRAVEL PLANNING AND CERTIFIED ORDERS CREATION

5.1. Upon notification from your Region that your cadet has been selected to participate in Freefall, detachments will complete the following steps to begin travel planning and certified order production. More detailed reporting instructions will be provided at a later date.

5.1.1. Notify cadet of their selection and have them complete the following required documents posted on Teams *DOT – Cadet Training > Files > [000 ODT Guide and Attachments](#)*. (Do not send to DOT.)

5.1.1.1. AFROTC Form 6, *Officer Development Training (ODT) Unit Processing Checklist*

5.1.1.2. AFROTC Form 5, *Cadet ODT Assignment Briefing Checklist*

5.1.2. Complete cadet's travel reservation and certified orders in DTS **NLT 30 days prior to departure** in accordance with the most current *Cadet Travel Order Execution Plan* located on Teams at *Reserve Officer Training Corps > Travel (Cadet DTS-Cadre GTC) > Files > [000 Guidance and Regulations](#)*. For DTS authorizations use the following information:

Travel Dates: See paragraph 1.3 for class dates

TDY Location: U.S. Air Force Academy, CO

NOTE: DO NOT select “Colorado Springs, CO” – this is incorrect and affects per diem rates.

Trip Type: Temporary Duty Travel

Purpose: Training
Description: USAFA AM-490 Freefall
Conference: No
Cadet LOA: 23 RDI FLIGHT
Routing List: PDT

NOTE: Cadets must use their official personal address in WINGS or detachment addresses for travel and must return to the location from which they departed. Exceptions made for extreme circumstances only or regarding follow-on TDYs for HQ AFROTC training. HQ AFROTC will pay for flights originating from PODs located overseas only if the personal address or detachment is located in Alaska, Hawaii, or US territories (Puerto Rico, Guam, Virgin Islands, or America Samoa).

5.1.3. Cadets requiring air transportation are required to fly to/from the **Denver International Airport (DEN)** and must arrive **NLT 1400 MDT** on the designated arrival day. Cadets who are **driving POVs must arrive to USAFA Arnold Hall NLT 1630 MDT**. Cadets may depart **DEN NET 1030 MDT**.

5.1.4. Ground transportation will be coordinated by USAFA and HQ AFROTC (more info to follow).

5.1.5. Provide each cadet a copy of their travel orders, itinerary, the *Cadet Travel Print-Off* (Attachment 5 of the *Cadet Travel Order Execution Plan*), and the and Map of USAFA area before departing for the ODT. Maps are posted on Teams.

5.1.6. Travel vouchers must be submitted in DTS for all travelers within 5 days of return from ODT IAW the *Cadet Travel Order Execution Plan*.

CHAPTER 6 – SUMMARY OF DATES AND SUSPENSES

- **23 Feb 24** – Regions complete nomination roster on Teams
- **NLT 30 days of reporting** – All cadet Travel Authorizations completed in DTS and USAFA Form T-120 completed. (*T-120 Instructions will be provided later*)
- **1 Jun 24** – Class AB departs for USAFA
- **10 Jun 24** – Class BC departs for USAFA
- **14 Jun 24** – Class AB returns from USAFA
- **21 Jun 24** – Class AC Travel Vouchers Due
- **22 Jun 24** – Class BC returns from USAFA; Class DE departs for USAFA
- **28 Jun 24** – Class BC Travel Vouchers Due
- **1 Jul 24** – Class EF departs for USAFA
- **5 Jul 24** – Class DE returns from USAFA
- **12 Jul 24** – Class DE Travel Vouchers Due
- **13 Jul 24** – Class EF returns from USAFA; Class GH departs for USAFA
- **19 Jul 24** – Class EF Travel Vouchers Due
- **22 Jul 24** – Class HI departs for USAFA
- **26 Jul 24** – Class GH returns from USAFA
- **2 Aug 24** – Class GH Travel Vouchers Due
- **3 Aug 24** – Class HI returns from USAFA
- **9 Aug 24** – Class GH Travel Vouchers Due