MEMORANDUM FOR RECORD

FROM: AFROTC Detachment 040
1 LMU Drive, Suite 3100
Los Angeles, CA 90045

SUBJECT: Air Force ROTC (AFROTC) Study Abroad Policy

1. This memorandum is to inform any AFROTC cadet of the requirements and conditions should they wish to pursue a study abroad program as a cadet. Please understand that approval to study abroad is not automatic and all requests must be reviewed by your Assistant Professor of Aerospace Studies (APAS) Advisor and approved by the Detachment Commander.

2. Any cadet that wishes to pursue the study abroad program must meet with their APAS at Detachment 040. You and your APAS will discuss how the study abroad program will work in correspondence with the AFROTC program. Failure to consult your APAS could terminate your AFROTC membership or initiate a disenrollment investigation if you're a contract cadet, per AFROTCI 36-2019 and your DD Form 1056 (scholarship contract).

3. As an AFROTC cadet, you may only enroll in the study abroad program for one semester, upon approval of the Detachment Commander. Study abroad programs beyond one semester will require Holm Center approval and will not be likely to be supported by the Detachment Commander, unless the program is a requirement of your specific degree program.

4. If you are approved to study aboard you will be placed in “Period of Non-Attendance” (PNA) status. PNA cadets are not required to attend AFROTC training, but must remain within cadet standards per AFROTCI 36-2011. This includes, but is not limited to, the AFROTC Drug and Alcohol Abuse policy and Height/Weight Standards. For a full list of requirements you may review AFROTC 36-2011 and/or your term counseling Form 16.

5. Scholarship funds are capped at your contracted rate. Should you be on scholarship and the cost of the study abroad program exceeds your AFROTC tuition assistance, the remaining costs of the program are to be funded by the cadet.
6. You must remain in contact with your APAS for the duration of your study abroad. This will more than likely be done via email, but specific details will be coordinated between you and your APAS.

7. Should you have any questions or concerns, please direct them to your APAS. You may contact the Detachment at 310-338-2770.

[Signature]

PAUL J. JUDGE, Col, USAF
Commander