

Virginia Tech Air Force ROTC

1. Incoming students and future cadets will complete initial paperwork for their cadet record via the New Cadet Canvas site and will bring their completed paperwork and required documents when they visit campus during New Student Orientation. **All Air Force administrative offices are in the Military Building. New cadets will cycle through the Military Building during their Summer Orientation for uniform fittings and to turn in their AFROTC paperwork.**
2. An official AFROTC welcome that includes staff introductions and an overview of the program will be held during the Corps' New Cadet Week, the week prior to the start of fall classes.
3. **Incoming freshmen must sign up for one section of the Introduction to Air Force ROTC academic class (Prefix AS 1115) which is a 1 credit class.** The freshman Air Force instructor is Capt Lucas Adams who can be reached at alucas9@vt.edu or 540-231-8023.
4. **All cadets must sign up for one section of the Air Force ROTC Leadership Lab (Prefix AS 2944).** All Air Force cadets attend a Leadership Lab every Tuesday afternoon from 3:30 to 4:45. The Leadership Lab option showing on Friday mornings at 8 am is **NOT OPEN** to freshman cadets. The Air Force Leadership Lab is a 1 credit pass/fail class.
5. **All cadets must also sign up for Air Force Fitness (Prefix AS 2934).** This class will meet twice a week from 8:15 to 9:15 on either Monday/Wednesday or Tuesday/Thursday. Due to transition times and hygiene concerns, there will NOT be enough time for you to schedule Monday/Wednesday classes at 9:05 or Tuesday/Thursday classes at 9:30. This fitness class is a 1 credit class.
6. The AFROTC Recruiting Officer is also Capt Lucas Adams. He and other staff members will be available during New Student Orientation to answer questions.
7. All Air Force instructors/personnel assigned at Virginia Tech are active duty personnel with military responsibilities outside the academic environment. As a result, many are out of the office during summer months to fulfill other service requirements. With the exception of major federal holidays, the Air Force office is always staffed. You can reach a staff member on duty through the primary office number or general email account: 540-231-6404 or usaf@vt.edu.