

25 Jan 24

MEMORANDUM FOR AFROTC DET 002/OFC

FROM: AFROTC DET 002/C FLT

SUBJECT: Missed AS 202 Class Memorandum for Record (MFR)

1. The purpose of this memorandum is to request approval for absence from AS 202 during the week of LLAB 13.

2. I was unable to attend AS 202 because IAW AFI 36-2670 para 6.1.4 students are required to reimburse the Air Force for unsatisfactory grades received for a course for which Military Tuition Assistance was used. A1C Galvez scored a grade of 62%, which he was told by the school counselor that was a passing score according to Grand Canyon University standards. A1C Galvez has submitted to reimburse the Air Force by taking a pay deduction for 3 months until the $1000 is paid off. The reason A1C Galvez did not receive a passing grade was that he did not manage his time well enough and did not set aside enough time to complete the assignment requirements. In order to avoid failing any more classes, A1C Galvez has a strategy in place for the future, he will set aside specific time during the week to accomplish the assignments on time.

3. I understand the minimum attendance policy of AFROTC is 80% and that I am solely responsible for ensuring all missed material is made-up prior to the next classroom lecture.

4. If you have any questions or concerns, please contact me using information provided on the detachment recall roster.

//JWJ/Signed/25 Jan 24//

JOHN W. JERED, C/2d Lt, AFROTC

Charlie Flight Cadet

1st Ind, AFROTC DET 002/OFC

MEMORANDUM FOR AFROTC DET 002/C FLT

\_\_\_ Approved / \_\_\_ Disapproved (with comments)

RICO J. CICERO, Maj, USAF

Operations Flight Commander