



NJROTC Patuxent High School

Personnel Qualification Standard (PQS) for Officer



Name (Last, First):	Platoon Cdr:	Date started:
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Discuss the concept of “leadership by walking around” and its importance in Unit Morale.		
SNSI/NSI (print)	Signature	Date:

Read and discuss the lessons and application of “Message to Garcia.”		
SNSI/NSI (print)	Signature	Date:

State the “Qualifications of an Officer,” verbatim, as outlined by Augustus Buell from the letters of John Paul Jones.		
SNSI/NSI (print)	Signature	Date:

Discuss the four (4) “rules” for meetings: “Why am I here,” Start/end on Time, Purpose, and Agenda		
SNSI/NSI (print)	Signature	Date:

Produce a resume utilizing the example in the Cadet Reference Manual or using a suitable alternative.		
SNSI/NSI (print)	Signature	Date:

Discuss the “brainstorming” process and intent.		
Officer/Chief (print)	Signature	Date:

Identify and discuss the seven (7) brainstorming group guidelines.		
Officer/Chief (print)	Signature	Date:

Participate in at least one Advancement and Selection Board per the SORM.		
Officer/Chief (print)	Signature	Date:

Participate in at least one Awards Board per the SORM.		
Officer/Chief (print)	Signature	Date:

Discuss the purpose and execution of the Annual Schedule Planning Conference.		
Officer/Chief (print)	Signature	Date:

Discuss the various officer roles during preparation and execution of a Quarterly Quarters: Commanding Officer Executive Officer (Commander of Troops) Platoon Commanders Communications Officer.		
Officer/Chief (print)	Signature	Date:



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Be able to state the requirements of the Navy Service Dress Blue Uniform of the opposite sex.		
Officer/Chief (print)	Signature	Date:

Demonstrate the ability to meet or exceed the standards of military drill (Platoon of 9-12 Cadets, Armed Standard.)																												
Movement	U	N	I	M	P	M	E	X	O	U	T	Movement	U	I	M	E	X	O	Movement	U	I	M	E	X	O			
Present Arms (unit)										Right Oblique										Mark Time								
Verbal Report										Platoon Halt										Forward March								
Order Arms										Column Right										Platoon Halt								
Parade Rest										Close March (at FWD March)										Order Arms								
Attention										Change Step										Close March (Col)								
Port Arms										Column Right										Right Shoulder								
Left Shoulder Arms										Right Flank										Column Left								
Right Shoulder Arms										Left Flank										Left Flank								
Order Arms										Column Left										Right Flank								
Rifle Salute (at Order Arms)										Right Shoulder										Platoon Halt								
Ready, Two										To the Rear										Order Arms								
Count Off										To the Rear										Left Face								
Close March										Platoon Halt										Present Arms (Unit)								
Extend March										Forward March										Verbal Report								
Right Face										Eyes Right										Order Arms								
Port Arms										Ready Front										Right Face								
Forward March										Column Left										Port Arms								
Column Right										Left Shoulder										Exit Drill Deck								

Officer/Chief (print)	Signature	Date:
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Once all other requirements are completed, pass the Advancement Exam with not less than a 70%. Score: _____	
Educational Services Officer Signature	Date:



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Final Qualification as Officer

Cadet Chain of Command Nomination for Advancement	
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Platoon Leading Chief Petty Officer:	Date:
Platoon Commander:	Date:

Endorsements (All teachers other than NJROTC must sign.)	
This student has a passing grade and has displayed acceptable behavior in class and in school, in general.	

Teacher Name and signature:	Date:
Teacher Name and signature:	Date:
Teacher Name and signature:	Date:
Teacher Name and signature:	Date:
Teacher Name and signature:	Date:
Teacher Name and signature:	Date:
Guidance Counselor (Acknowledged, Info Only):	Date:
Assistant Principal	Date:

NJROTC Advancement and Selection Board	
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Nominated cadet has met the following criteria and is eligible for promotion:	
<input type="checkbox"/> Has not missed, without permission, a uniform inspection in the current marking period <input type="checkbox"/> Has no missing homework or classwork in Naval Science in the current marking period <input type="checkbox"/> Naval Science grade of 80% or higher <input type="checkbox"/> Is passing all classes <input type="checkbox"/> No ISS in the previous 2 months or OSS in the previous 3 months <input type="checkbox"/> Has held the current rank for not less than 2 months <input type="checkbox"/> Passed the most recent Physical Readiness Test (PRT)/Cadet Challenge	
At-large Board Member:	Date:
Training Officer:	Date:
Administration Officer:	Date:
Command Senior Chief:	Date:
Executive Officer:	Date:

Unit Commanding Officer	
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Signature:	Date:
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Naval Science Instructor Approval	
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Signature:	Date:
Date entered into CDMIS:	Administration Department Signature: