

Name: _____ Company: _____

Last, first

SERGEANT Promotion Worksheet

Company Commander/First Sergeant Section

- GPA of 2.0_____ (attach report card)
- Held the rank of CPL for 3 weeks (May be waived by CDR/JROTC Instructor)_____
- Demonstrates proficiency in squad drill _____
- Conduct formal squad inspection:_____
- Positive Merit Balance _____
- No Disciplinary Actions/Unexcused Uniforms within Quarter** _____
- Have an organized and updated portfolio _____
- JROTC grade of 80 percent or better** _____
- Attach a one page essay about the correlation between rank and responsibility

Faculty Review

RECOMMEND PROMOTION	TEACHER SIGNATURES	RATING									
		Poor					Superior				
PD 1 YES / NO _____	_____	1	2	3	4	5	6	7	8	9	10
PD 2 YES / NO _____	_____	1	2	3	4	5	6	7	8	9	10
PD 3 YES / NO _____	_____	1	2	3	4	5	6	7	8	9	10
PD 4 YES / NO _____	_____	1	2	3	4	5	6	7	8	9	10

ARMY INSTRUCTOR'S NAME: _____

ARMY INSTRUCTOR'S SIGNATURE: _____

BN Staff Section

S-1 Date Received _____

Merits on cadet record. SSG = 30 cumulative merits. Request the following hours be added: For additional hours attach a note.

Activity	Date	Hours

S-1 verification: _____ Cadet **must** have all required forms on file to be promoted.

Review of cadet's attendance, personal appearance & conduct:

Outstanding --- appearance, attendance & conduct (award personal appearance ribbon) Excellent
---great overall, with minor discrepancies Meets the Standards --- average performance Needs
Improvement --- demonstrated pattern of poor performance, (schedule parent conference)

CSM Approval: _____ **SAI Final Approval:** _____