AFROTC FORM 48 (Planning Your College Career)

The academic plan is designed to ensure each applicant meets graduation and program completion requirements in a realistic manner. Once the academic plan is established, all Det 810 cadets must have their academic plan reevaluated and recertified by their academic advisor every term.

You have until the end of your first academic term in the AFROTC program to turn in a completed Form 48. Failure to turn in an academic plan may result in dismissal from AFROTC or placement into an applicant status.

Changes to original Form 48 may only be made for course changes. You must request permission from AFROTC to change your major or year of graduation. This request will require accomplishing a new Form 48 for your changed academic plan.

INSTRUCTIONS: Follow these instructions step by step to complete your Form 48. Your Form 48 is kept as a permanent record.

FILL OUT SECTION I IN INK. FILL OUT SECTION II IN PENCIL.

SECTION I – ADMINISTRATIVE DATA
Block 1 – NAME: Self-explanatory.

Block 2 – ACADEMIC INSTITUTION & AFROTC DETACHMENT: Enter name of university where you will receive your degree / Det 810

Block 3 – ACADEMIC MAJOR: Enter one major field of study. Cadets are authorized to pursue a double major or obtain a minor only upon the detachment's receipt of an academic plan signed by an advisor establishing a valid date of commission for one major. Once this is complete, cadets may add additional hours to an existing certified academic plan to meet the requirements of a second major or minor. However, the additional hours must not place the cadet at risk of taking too many hours per term, require additional terms, or change the already established commissioning date.

Block 4 – INSTITUTIONAL OFFICIAL INITIAL REVIEW: Your Form 48 must be signed and dated by an academic advisor or other appropriate institutional official. His/her signature AND date verifies that the plan, if successfully completed, will lead to the prescribed degree at the time indicated in Block 5.

A new institutional official initial review is required if a new AFROTC Form 48 is completed.
Block 5 – **AFROTC INITIAL VIEW** - Complete the statement indicating the specific degree (BA, BS, etc), the month and year, and fiscal year your degree will be awarded.

Block 6 – **DEGREE REQUIREMENTS**: This block is signed and dated the week prior to commissioning.

SECTION II – ACADEMIC PLAN: List all courses you plan to take each term in alphabetical order by course number, title, and credit hours. Include summer terms, periods of non-attendance, extended status, co-op, Leadership Evaluation and Development (LEAD), and terms abroad. Place the terms in chronological order (i.e. do not stick summer semesters at the end).

A. Course number – Enter the course number, including prefix, as listed in the school catalog.

B. Course Title – Provide the short, abbreviated course title when possible.

C. Credit Hours Attempted – Enter number of credit hours for each course as specified in the school catalog and the total number of credit hours attempted for each term.

D. Credit Hours Completed – This block will be completed with your AFROTC instructor during subsequent term counselings.

E. Deviations – This block will be completed with your AFROTC Instructor if there are any deviations, normally resulting from substandard academic performance. Enter "F" for failure or equivalent, "I" for incomplete, "W" for course withdrawals, and "NC" for a course that is not creditable towards degree requirements. If you must retake a course due to substandard performance, do not erase the course. Strike through the course and add it to a future term.

F. All Aerospace Studies courses will be listed in the term they will be taken.

G. You may list any elective courses as “elective” if you do not know the course title at the time you complete your Form 48. However, for an academic advising review, it is best to project the courses you want to take so your advisors can ensure you will meet degree requirements.

H. Leave all remaining blocks BLANK. They will be filled out each semester during your term counseling with your Aerospace Studies Instructor.

I. **MAINTENANCE, RE-EVALUATION AND REACCOMPLISHMENT**: Corrections and revisions are acceptable. Make course changes only. All cadets must have their academic plan reevaluated and recertified by their academic advisor every term. The advisor will indicate their evaluation of the plan each term by signing in black/blue ink in the Remarks box.
I. ADMINISTRATIVE DATA

1. NAME (Last, First, MI)  
2. ACADEMIC INSTITUTION/AFROTC DETACHMENT  
3. ACADEMIC MAJOR

4. INSTITUTIONAL OFFICIAL INITIAL REVIEW

5. AFROTC INITIAL REVIEW
   COMPLETION OF THIS EDUCATION PLAN SHOULD RESULT IN MY OBTAINING A DEGREE DURING ________________ (MONTH/YEAR) ___________ (FY)

SIGNATURE OF INSTITUTION OFFICIAL/DATE

DO NOT SIGN BLOCK 6–SIGNATURE REQUIRED AFTER GRADUATION

SIGNATURE OF CADET/DATE

SIGNATURE OF AFROTC REVIEWER/DATE

II. ACADEMIC PLAN/TERM REVIEW

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TOTAL CREDIT HOURS ATTEMPTED

REMARKS

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STUDENT’S SIGNATURE/DATE

AFROTC REVIEWER’S SIGNATURE/DATE

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Institution Official's Signature/Date

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Term Reevaluation Complete:

Institution Official's Signature/Date

**STUDENT'S SIGNATURE/DATE**

AFROTC REVIEWER'S SIGNATURE/DATE

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