



*Utah Military Academy*  
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23 July 2026

MEMORANDUM FOR UMA CADETS, FACULTY/STAFF, AND PARENTS/GUARDIANS

FROM: Utah Military Academy - Hill Field Campus  
5120 S 1050 W  
Riverdale, UT 84405

SUBJECT: Hill Field Campus Progressive Discipline Policy

1. Beginning 24 August 2026, the following will be the AFJROTC Uniform Infractions Progressive Discipline Policy:

- a. **Minor Infractions:** Includes missing belt and/or cover. The cadet's "Minor Infraction Count" will rest each term, i.e., the number of offenses will be based upon the number of offenses within the current school term.
  - i. **First Offense:** The cadet will be issued a loaner belt/cover; the instructor calls parent/guardian.
  - ii. **Second Offense:** After-school detention; the instructor calls parent/guardian.
  - iii. **Third Offense:** The cadet's account charged for new belt/cover; the instructor calls parent/guardian.
  - iv. **Fourth Offense:** The cadet in Alternate Educational Location for the day; the instructor calls parent/guardian.
  - v. **Fifth Offense:** The cadet receives no credit for AFJROTC class until he/she AND a parent/guardian meet the Honor Review Board. The Honor Review Board will convene each Tuesday at 3:30pm.
    - The cadet and/or parent/guardian will have the opportunity to speak to the situation and get guidance.
    - The cadet will be placed on a Three-week Performance Improvement Plan (PIP).
    - The Board will review the cadet's progress at the end of the three weeks and make one of three recommendations:
      - **Conclude** the PIP, if the conditions of the PIP have been successfully met.
      - **Continue** the PIP, if the conditions of the PIP have not been successfully met but improvements have been made. The cadet and parent/guardian will meet the Board every three weeks until the PIP is either concluded or referred to Administration.

- **Refer** the cadet to Administration for further action, if the cadet has not shown progress on the PIP.
  - **NOTE:** The Honor Review Board will generate a PIP regardless of whether or not the cadet and/or parent are present at the Board. However, the cadet will receive no credit for their AFJROTC class until both the parent and cadet are present at the Board.
- b. **Major Infractions:** Includes violations of grooming standards (e.g. - hair length/color/style out of standards, unauthorized nails, unauthorized piercings, not wearing the uniform, wearing the incorrect uniform, wearing the uniform incorrectly (e.g. - sagging pants). Major infractions also include relapses in minor infractions covered by a previously concluded PIP.
- i. **First Offense:** For hair length/color/style violations and for nail violations, the cadet will receive a uniform infraction. The cadet will be given 72 hours (i.e., three calendar days) to correct the infraction. The instructor will call the parent/guardian. **NOTE:** No other major infractions will receive a 72-hour correction period. Instructors will address all other major infractions using the guidance under “Major Infractions, Second Offense.”
  - ii. **Second Offense:** The cadet will receive a uniform infraction. The instructor will call the parent/guardian and give the parent/guardian one of three options:
    - The cadet will remain in an Alternate Educational Location for the day.
    - The parent/guardian can correct the infraction (e.g. - take the cadet for a haircut, bring a uniform to school).
    - The parent/guardian can check the cadet out of school for the day.
  - iii. **Third Offense:**
    - The cadet will receive an infraction for Insubordination and will be referred to Administration for further action.
    - The instructor will call the parent/guardian and give the parent/guardian one of three options listed under the “First Offense.”
    - The cadet receives no credit for AFJROTC class until he/she AND a parent/guardian meet the Honor Review Board. The Board will proceed as detailed under “Minor Infractions, Fifth Offense.”
2. Instructors will document all infractions using the UMA Uniform Warning/Infraction Form. This form is completed in triplicate. Upon issuing an infraction, the instructor will do the following:
- a. Give the **white** copy to the cadet. The parent/guardian will sign the form and the cadet will return it to the issuing instructor the next school day.
  - b. Give the **yellow** copy to Administration. Administration will keep a record of all current infractions.

c. Keep the **pink** copy for AFJROTC records.

3. The Faculty Action Officer for this policy is MSgt Ricardo Jimenez, Aerospace Science Instructor. The Cadet Action Officer for this policy is C/Lt Col Keegan Murphy, Wing Staff Judge Advocate.

A handwritten signature in black ink, appearing to read "Nathan Dockter", with a long horizontal flourish extending to the right.

NATHAN DOCKTER  
Principal

A handwritten signature in blue ink, appearing to read "Erik Tisher", with a long horizontal flourish extending to the right.

ERIK A. TISHER, Lt Col, USAF (Ret)  
Senior Aerospace Science Instructor