

***COURSE SYLLABUS***  
***for***  
***LEADERSHIP EDUCATION 300***  
***Life Skills & Career Opportunities***

***Instructor:*** MSgt Hood, USAF (Retired)  
Aerospace Science Instructor (ASI)

***Required Text Books:*** Leadership Education 300, *Life Skills & Career Opportunities* (available on line in Canvas—chapters and lessons as needed for the lesson)

***Course Description:*** LE-300: This course is aimed at all students enrolled in AFJROTC and is designed to provide exposure to the fundamentals of financial management and career paths. Through lecture, homework assignments, and projects, the student will have a better understanding of how to manage personal resources, pursuing a career path, and meeting career goals. The Leadership Education course also requires community service. Students must perform five hours of community service each quarter for promotion eligibility. Community service projects must be AFJROTC related activities.

***Course Objectives:*** LE-300: Cadets will gain further understanding of life skills and career opportunities, such as analyzing the elements of successful financial management skills, creating a plan to safeguard personal resources, analyzing different way of pursuing a career path, how to apply to colleges and universities, and pursuing a desired career or job.

***Uniform:*** Thursdays – prescribed military uniform (uniform inspection) – Must wear uniform all day. Cadets who change out of the uniform, or do not wear it all day will receive a “zero” grade for the day. Cadets who wear unauthorized clothing with the uniform (*i.e.*, hooded sweatshirts, jackets, hats, etc.) will receive a 50% deduction in their uniform score for that day.

Friday – Clean PT uniform, socks and athletic shoes. Those without a complete PT uniform will receive a zero grade for uniform portion of the physical training overall grade.

***Homework Policy:*** Homework assignments will be available in Canvas and will have a prescribed period of time to submit for grade.

***Grading Procedures:***

- a. Tests and quizzes
- b. Canvas assignments
- c. Uniform inspections

***Grading Scale:***

A	93% - 100%	C	73% - 76%
A-	90% - 92%	C-	70% - 72%
B+	87% - 89%	D+	67% - 69%
B	83% - 86%	D	63% - 66%
B-	80% - 82%	D-	60% - 62%
C+	77% - 79%	F	0% - 59%

**THE INSTRUCTOR RESERVES THE RIGHT TO CHANGE THIS SYLLABUS AS NEEDED**