

CCR 145-1
Reserve Officers' Training Corps Army ROTC Incentives Policy

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Summary. In accordance with (IAW) Army Regulation [\(AR\) 145-1](#), Section IV, Reserve Officers' Training Corps (ROTC) Scholarship Programs, this regulation contains Commanding General (CG), U.S. Army Cadet Command (USACC) policies established to manage Army ROTC Scholarship and Incentives Programs.

Applicability. This regulation applies to commanders of ROTC brigades, overseas commands concerned (referred to as "commands" throughout this publication), Army National Guard (ARNG), U.S. Army Reserve (USAR), Army attachés in American embassies, and Professor of Military Science (PMS)/battalion commanders for implementation of the annual Army ROTC scholarship and incentives programs.

Supplementation. Proponent for this regulation is USACC (ATCC-ROI). Supplementation of this regulation is prohibited.

Forms. "R" forms throughout this regulation are for local reproduction. Print them through local forms management officers. These forms are also available on the ROTC WEB site at <http://www.rotc.usaac.army.mil>.

Suggested improvements. Send comments and suggested improvements on [DA Form 2028](#) (Recommended Changes to Publications and Blank Forms) through channels to the Commander, U.S. Army Cadet Command, (ATCC-ROI), Fort Knox, KY 40121

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Chapter 1, Introduction **TOC**

1-1. Purpose. This regulation prescribes policies and general procedures for administering the Army ROTC Incentives Programs.

1-2. Objective. The Incentives Programs are designed to provide financial incentives to encourage qualified individuals to enter the Army ROTC Program. This is accomplished by providing financial assistance for the education and training of highly qualified, highly motivated young men and women who have a strong commitment to military service.

1-3. References. [Appendix A](#) contains a list of required and related publications.

1-4. Explanation of Abbreviations and Terms. The glossary contains abbreviations and explanations of special terms used in this regulation.

1-5. Responsibilities.

a. The Commander, USACC will:

- (1) Adhere to responsibilities as stated in [AR 145-1](#).
- (2) Establish policy and procedures for the Army ROTC Incentives Program.
- (3) Develop and distribute a marketing awareness campaign on scholarships and incentives programs.
- (4) Publish annual scholarship benefit packages.
- (5) Publish scholarship application packets.
- (6) Publish incentives packages.
- (7) Manage the Army ROTC scholarship budget.
- (8) Manage the Army ROTC incentives budget.

b. Brigade commanders will:

- (1) Assist and monitor battalions in understanding all incentives programs.
- (2) Manage the brigade's scholarship funds.
- (3) Execute a balanced scholarship budget, expending all funds IAW regulatory and policy guidance.
- (4) Monitor the scholarship offer process.
- (5) Ensure that all nursing scholarship applicants (to include Leader's Training Course (LTC)) are screened by the Brigade Nurse Counselor (BNC). The BNC will then make recommendations to the brigade commander.
- (6) Adhere to policy in this regulation and procedures in [CC Pam 145-1](#).

c. Battalion Commanders/Professor of Military Science (PMS) will:

- (1) Ensure compliance with policy in this regulation and procedures published in [CC Pam 145-1](#).
- (2) Ensure all scholarship applicants and recipients are eligible IAW this and other applicable regulations.
- (3) Ensure all incentives applicants and recipients are eligible IAW this and other applicable regulations.
- (4) Execute scholarship allocations/funds by mission set to ensure achievement of commission mission while remaining within budget limits.
- (5) Ensure students remain academically aligned.
- (6) Ensure that only allowable costs are submitted for payment of scholarship benefits and/or incentives.
- (7) Establish a scholarship alternate list for each mission set.
- (8) Conduct the interviews with scholarship applicants IAW [CC Pam 145-1](#).
- (9) Ensure that Cadre with family members or close relatives applying for any Army Incentives are divorced from the process IAW [CC Pam 145-1](#), paragraph, 2-10b.

Chapter 2, Army ROTC Scholarship Program TOC

2-1. Concept. The Army ROTC Scholarship Program is designed to directly involve the PMS in awarding scholarships to Cadets who will attend the PMS's host or partnership school. Additionally, the program directly involves the brigade by authorizing them to redistribute available scholarship funds within their command. The goal is to award the appropriate number of scholarships within available resources to meet commission mission at each echelon of command, while ensuring quality is maintained in the ROTC program.

2-2. Policy.

a. Execute to the budget. Commanders will ensure scholarship dollars are available before offers are made. Do not take any financial risks. Brigade and battalion scholarship budgets do not include:

- (1) Nurses
- (2) Green to Gold
- (3) Guaranteed Reserve Force Duty (GRFD) Scholarships
- (4) Language Scholarships

b. Manage by mission set. Manage the battalion scholarship budget by tracking the profile of each mission set. Use scholarship resources to establish and maintain the proper glide path to meet the Army's needs. Primary emphasis should be placed on the near-term mission sets.

c. Monitor offers closely. Commanders must control the scholarship offer window closely. If an applicant has not accepted a scholarship offer within a

reasonable timeframe, i.e. three weeks, the offer should be immediately withdrawn.

d. Database Maintenance. Keep the database current. Tracking and forecasting execution of the scholarship budget is a complicated task and depends entirely upon data over which the field has complete control.

- (1) **Campus Based Market.** The battalion Cadre must update Cadet Command Information Management System (CCIMS) Student Management module within five days when the status of on-campus applicants or enrolled Cadets changes.
- (2) **High School Market.** The battalion Cadre must inform Headquarters, Cadet Command (HQ USACC) within five days of updates required in the CCIMS Scholarship Processing Module.

e. Restrict scholarship benefit exceptions.

- (1) PMSs must use [CC Form 104-R](#) and update CCIMS Normal Academic Progression System (NAPS) correctly to place scholarship Cadets in the proper mission set and award the proper type of scholarship. Cadet enrollment in the corresponding Military Science Level (MSL) is essential because payment of scholarship benefits automatically stops after completion of MSL IV; this will reduce migration and the need for extensions. The only exceptions should be reasons beyond the Cadet's ability to control, documented 5-yr or 6-yr programs or mandatory summer terms.
 - (a) The purpose of NAPS is to provide the correct length of scholarship to ensure academic and military alignment so benefits end at the same time a Cadet is commissioned. NAPS allows for the accurate projection of costs and commissions and provides an upfront agreement with the Cadet.
 - (b) For scholarship benefit payment purposes, the normal academic year begins with the fall term (**First Day of Fall**) and ends with the spring term (**Last Day of Spring** including last day of exams). Interim sessions which fall between Start Date Fall and Last Day Spring term will be considered as part of the annual awarded scholarship.
 - (c) Summer term(s) is not part of the academic school year per **USC Title 10, Section 2107 and 2107a**. Therefore summer can not be programmed as such under NAPS, Summer term(s) can not be projected unless the university requires mandatory summer term(s) as documented in the degree program catalog.
- (2) Conditional scholarship offers may not be made to an individual to begin in the same term as the offer being made. This will allow sufficient time for the applicant to meet all eligibility requirements and eliminate most retroactive benefits. If student becomes eligible to contract a term earlier and Brigade budget can support, upgrades can be approved on a case-by-case basis.

- (a) Conditional offers for fall term can be made between **16 December** and **15 August** prior to the beginning of the fall term.
 - (b) Conditional offers for spring term can be made between **16 August** and **15 December** prior to the beginning of the spring term.
- (3) Scholarship offers may be made to individuals to begin in the same term only if the student is fully qualified and ready to contract.

2-3. Army ROTC Scholarship Types. Applicants for these all these programs must meet all eligibility requirements as stated in [Paragraph 2-4.](#) **TOC**

a. High School Scholarship Program.

- (1) The High School Scholarship Program consists of 4-year and 3-year Advanced Designee scholarships.
- (2) Applications are received at the national level, screened for eligibility and released to PMSs to interview. Application window is **1 February** (student's junior year) – **10 January** (student's senior year).
- (3) Applicants expressing interest after the deadline should be processed as 4-year on-campus applicants after 10 January of their senior year.
- (4) The Military Junior College (MJC) 2+2 Program (at designated MJCs) is a subset of the High School Scholarship Program.
 - (a) This program is open to high school seniors requiring four years to complete degree requirements or current participating MJC freshman enrolled in ROTC. Students attend the first two years at a designated MJC and attend the last two years at a designated four-year college associated with the MJC under this program.
 - (b) Participating MJCs will be provided a set amount of 4-year allocations/funds to offer each year. If awardees disenroll before commissioning, the vacated scholarship cannot be replaced.

b. College Scholarship Program.

- (1) The College Scholarship Program consists of 4-year, 3.5-year, 3-year Advanced Designees, 3-year, 2.5-year, 2-year LTC, 2-year Advanced Designees, 2-year undergraduate degree scholarships and 2-year graduate degree scholarships. Scholarships cannot be awarded to students with academic plans that cross from undergraduate to graduate programs.
 - (a) Applicants for this program, who are not interested in the GRFD contract and are currently drilling in an Army National Guard (ARNG) or U.S. Army Reserve (USAR) unit, must be released from that unit prior to signing the ROTC contract. Every effort must be made to ensure that drill pay and payment of ROTC stipend do not cross unless the individual is on a GRFD Scholarship.

- (b) Applications are received at the battalion level anytime during the school year.

(2) Two-Year Graduate Degree Program. This program provides a 2-year scholarship for pursuit of a graduate degree. A graduate degree scholarship is a 2-year scholarship for which no extension of benefits can be approved. This program is limited to **20 months** of payment by law. Applicants requiring more than two complete academic years for completion of a graduate degree are not eligible for these scholarships.

- (a) There are three categories of applicants. Either category may apply as long as they meet all eligibility requirements as stated in [Paragraph 2-4](#):

- Applicants already possessing a baccalaureate degree.
- Seniors in college with a letter of acceptance to a graduate program.
- Current graduate program participants with two years remaining.

- (b) Individuals in professional programs (i.e. law, medical) must be informed that branching in these professional areas is not guaranteed.

- (c) Two-year scholarships are available for Bachelor of Science in Nursing (BSN) prepared Registered Nurses obtaining a graduate degree in a specialty that has been approved by the Army Nurse Corps. The BSN degree must be from a program accredited by an agency recognized by the U.S. Secretary of Education and acceptable to the Department of the Army. Validation of acceptable graduate degree programs is coordinated with the respective Deputy Chief Nurse. The catalog description of the program and desired degree should be faxed to the Deputy Chief Nurse as soon as a prospect expresses an interest in ROTC.

(3) The Military Junior College (MJC) 2+2 Program

- (a) This program is open to high school seniors requiring four years to complete degree requirements or current participating MJC freshman enrolled in ROTC. Students attend the first two years at a designated MJC and attend the last 2 years at a designated 4-year college associated with the MJC under this program.
- (b) Participating MJCs will be provided a set amount of 4-year allocations/funds to offer each year. If awardees disenroll before commissioning, the scholarship cannot be replaced.

c. Ike Skelton Early Commissioning Program. All scholarships awarded at an MJC for use in the ECP will be considered "Ike Skelton" Scholarships. Applicants applying for this scholarship at an MJC are not required to declare an academic major. See [Chapter 10-6](#) for more information.

d. GRFD Scholarship Program. This program consists of four types of GRFD Scholarships: GRFD Dedicated ARNG Scholarship, GRFD Dedicated USAR

Scholarship, GRFD-ARNG Scholarship, and GRFD-USAR Scholarship. See [Chapter 10-5](#) for more information.

e. **Green to Gold Scholarship Program.** See [Chapter 4](#) for more information.

- (1) The Green to Gold Scholarship Program consists of 4-year, 3-year and 2-year scholarships given to soldiers currently on active duty with an ETS date **past 30 Jun** prior to fall college attendance or an ETS date past 30 Nov prior to spring college attendance.
- (2) Applications are received at the national level, screened for eligibility and boarded by Army officers for selection of the winners. The application deadline for Green to Gold Scholarships is **1 February**. The submission deadline for Green to Gold Hip Pocket Scholarships is **1 April**.

2-4. Scholarship Eligibility. [TOC](#)

a. **Eligibility Criteria.** In order to be considered for a scholarship, students must meet the requirements stated in [AR 145-1](#), Chapter 3 and in this section. Additional information is contained in [CC Pamphlet 145-1](#).

b. **Citizenship.**

- (1) Scholarship applicants must be U.S. citizens or U.S. nationals prior to contracting as a scholarship Cadet. This is a statutory requirement. No waivers/exceptions are authorized. "U.S. nationals" are persons born in American Samoa and Swains Island.
- (2) Students who hold dual citizenship must be advised that when requested, they will be required to provide a statement to the OPM investigator, or the adjudicative authority, expressing their willingness to renounce dual citizenship. Failure to do so may result in denial of a security clearance, which is a prerequisite for commissioning, and will result in disenrollment.

c. **Age.**

- (1) Scholarship applicants must be at least **17** years of age within the first semester in which the scholarship is to begin benefits. Students cannot contract until they have reached their 17th birthday.
- (2) Scholarship applicants must be **under 31** years in the *calendar* year in which they are to be commissioned. This age limit is determined by law, therefore, it is non waivable.

Example: A MS14 applicant will be 30 years old in May 2014 at the time of graduation and commissioning. However, because the applicant turns 31 years old in November 2014, he would be ineligible for a scholarship.

d. **Academic Status.** Scholarship applicants must be a high school graduate or possess an equivalent certificate before 1 September of the year of award.

e. **Scholastic Aptitude Test (SAT)/ACT Requirements.**

- (1) College board scores (SAT/ACT) will be used to establish eligibility for applicants for 4-year, 3-year AD, 4-year Green to Gold, and 2-year MJC scholarships. Students, with the exception of 4-year Green to Gold, who

have established at least one full-time (at least 12 credit hours) term with a qualifying College cumulative grade point average (CGPA) will not be required to have an SAT/ACT Score.

- (2) Scholarship applicants who have not established at least one full-time term with a qualifying College CGPA must score a minimum of **920** on the SAT or a minimum of **19** on the ACT.
- (3) When more than one set of SAT/ACT scores are available, the highest individual area scores will be used. For SAT the highest Mathematical Reasoning score and the highest Critical Reading score will be used. For ACT the highest English, Math, Reading and Science scores will be used.
- (4) Individuals who fail to meet minimum SAT/ACT score requirements are not eligible for the scholarship unless a waiver is granted. Cadet Command is the waiver approval authority for insufficient SAT/ACT scores for the High School and College Scholarship Program. Waivers will not be processed for students who are missing a SAT/ACT score.
- (5) Schools may use the residual SAT/ACT tests given by their institution; however, that SAT/ACT score is only valid for that student for attendance at that particular institution.
- (6) SAT/ACT qualifying scores are required for applicants even if the university the applicant is attending does not require the SAT/ACT scores for admission.
- (7) SAT and ACT Writing Skills tests are required. Scores on the Writing Skills Test are reported separately and are not included in the ACT composite score or the SAT total; however are used subjectively for the board at this time. No whole person score is associated with the writing Skills tests. The minimum scores listed in [Paragraph 2-4e\(2\)](#) above do not include the writing test scores.
- (8) The SAT Subject Tests are special tests that individuals take upon request. HQ USACC do not use, nor accept, the SAT Subject Tests. Only the Critical Reading, Mathematical Reasoning and Writing Skills tests are used.

f. Grade Point Average (GPA).

- (1) The high school GPA is used for four-year and two-year MJC applicants. All others use the college GPA. The required cumulative grade point average (CGPA) for scholarship consideration is 2.5 for students who have already established a college CGPA from at least one full term of college. The required High School cumulative grade point average (CGPA) for all High School applicants is 2.5.
- (2) Applicants must have the minimum cumulative academic GPA required for the scholarship at the time of application. The applicant must also maintain the required GPA before contracting.
- (3) Waivers will be considered for insufficient CGPAs. Waivers must be substantiated with other academic achievements.
 - (a) Brigade Commanders have approval authority of on-campus CGPA waivers down to 2.4.

- (b) Any waivers below 2.4 for on-campus applicants must go to Cadet Command for approval.
 - (c) Cadet Command is the waiver approval authority for insufficient CGPA for the Green to Gold and National High School Scholarship Programs applicants.
- (4) ROTC GPA is used for enrolled Cadets only. An ROTC CGPA of 3.0 is required. This is an eligibility requirement.

g. Medical Qualification.

- (1) Scholarship applicants must successfully pass a medical examination reviewed by the Department of Defense Medical Examination Review Board (DODMERB) or be granted a medical waiver by HQ'S USACC ([DOD Directive 1215.8](#)). Procedures are outlined in Appendix A, reference R (located on DODMERB document site (<https://dodmerb.tricare.osd.mil/default.asp>)). Students may be contracted after two consecutive days of qualified status on the DoDMERB website.
- (2) Applicants should have completed the entire physical process within six months of their initial physical. If after six months, the Cadet is not qualified, the PMS may extend the medical determination for 30 days.

Holding a scholarship after the seven-month period requires approval by HQ USACC. High school applicants who arrive on campus not already medically qualified must be screened to see when their physical was taken and appropriate action initiated immediately.
- (3) National High School Scholarship applicants will be scheduled for the physical when a scholarship offer has been made. On-Campus scholarship applicants will be scheduled for the physical once an initial screen has been conducted and the 139-R completed reflecting eligibility. This will ensure eligibility determination has been completed prior to enrollment as a scholarship Cadet and prevent erroneous conditional enrollments. There are no conditional scholarship contracts.
 - (a) Battalions will not schedule interested prospects for DODMERB physicals who exceed AR 40-501 standards by 50 lbs or more.
 - (b) In the case of collegiate level athletes AR 600-9 body fat measurements may be used at the discretion of the PMS. If the prospect meets taping requirements, they may be sent for a DODMERB physical examination.
- (4) MEPS Physical Exams (PE) and the Simultaneous Membership Program (SMP). Below are the conditions in which a MEPS PE may be used in place of a DODMERB PE for SMP ONLY:
 - (a) Already in a NG or RSV unit.
 - (b) Have qualified MEPS PE that is not over two years old.
 - (c) Will be a SMP Cadet after contracting with the ROTC.

- (d) Cover letter stating this is a true SMP applicant sent with the qualified PE to DODMERB.
- (e) DODMERB will automatically stamp approved and ship an approved PE to the school WITHOUT ANY ADDITIONAL EXAMS REQUIRED.
- (f) Do not obtain a DODMERB exam on these folks. This will waste both the battalion and applicant's time, will be an unnecessary expense , and will slow down contracting .

h. Weight/Body Fat Standards.

- (1) Applicants with any prior service, active or reserve, must pass the height, weight and body fat percentage standards IAW [AR 600-9](#).
- (2) Applicants with no prior service must pass the weight and body fat percentage standards IAW AR 600-9.
- (3) All applicants acknowledge, upon contracting, that they will be required to meet the screening weight or body fat percentage required by the Army Weight Control Program each year, prior to attendance at Leader Development and Assessment Course (LDAC), and continuously thereafter.

i. Physical Aptitude. Assessment of the physical conditioning for scholarship applicants will be accomplished in the following manner:

- (1) The ROTC Physical Fitness Assessment Assessment (RPFA) may be used for high school applicants. The G2, Incentives Division will coordinate with the applicant and their high school to have the RPFA conducted. Results will be recorded in the CCIMS and viewable by the PMS.
- (2) The RPFA utilizes three of the Presidential Fitness Test events; one minute of push-ups, one minute of sit-ups, and a one-mile run. This will serve as an initial physical assessment for the applicants.
- (3) PMS's may request applicants desiring to join the program to perform a physical conditioning assessment during the interview process. This assessment may consist of the APFT or the RPFA at the PMS discretion.
- (4) PMSs who choose to conduct an assessment are not personally liable in case of injury. If an applicant is injured during the assessment, they may file a claim under the Federal Tort Claims Act. Cadre members may assist injured applicants in obtaining claims forms and providing the address of the appropriate claims office, but are prohibited from becoming advocates for the claimant. Any questions regarding a claim should be referred to the Claims Office.
- (5) All scholarship applicants must successfully complete the APFT at the 60/60/60 level prior to contracting.
 - (a) Freshmen must successfully complete the APFT at the 60/60/60 standard **prior to 15 December or the last day of the school term**. If the scholarship applicant does not pass the APFT at the 60/60/60 by 15 December of their Freshman year, the offer will be withdrawn. If the APFT is not

successfully completed by this date, the Brigade Commander can request that the scholarship applicant retain the scholarship. HQCC is the approval authority for retention of scholarship offers. Prior to contracting all other scholarship applicants must complete the APFT at 60/60/60 standard.

- (b) For scholarships to begin in the spring, the applicants must successfully complete the APFT at the 60/60/60 standard **prior to 1 May or the last day of the school term**. Failure to meet this contracting requirement by this date will result in the withdrawal of the scholarship offer.
 - (c) In order to continue receiving scholarship benefits, contracted Cadets must pass the APFT at the 60/60/60 standard during all subsequent APFTs. Failure to meet this requirement may result in the withdrawal of scholarship benefits.
- (6) This policy is effective for all scholarship applicants except Green to Gold. The Green to Gold Scholarship and ADO are required to pass the APFT as part of the eligibility requirement.

j. Character.

- (1) Scholarship applicants must not have moral obligations or personal convictions that will prevent them from:
 - (a) Supporting and defending the Constitution of the United States against all enemies, foreign and domestic.
 - (b) Conscientiously bearing arms.
- (2) Scholarship applicants must satisfactorily explain any record of civil conviction. The eligibility requirements are specifically addressed in [AR 145-1](#), Paragraph 3-3.

k. Academic Discipline.

- (1) Scholarship applicants must agree to enroll in one of the approved baccalaureate degree producing programs listed in [CC Pam 145-1](#). Emphasis within the scholarship process will be placed on technical disciplines; i.e., engineering, physical science, and nursing. See [Para 9-3c](#) for change of major.
 - (a) Recipients of engineering scholarships must enroll in an accredited engineering school, as appropriate, in the fall of the year of the award.
 - (b) Recipients of 4-year nursing scholarships must enroll in schools of nursing accredited by an agency approved by the Secretary of Education.
 - (c) Recipients of Language scholarships must enroll in schools with a language program accredited by an agency approved by the Secretary of Education.
- (2) All scholarship students must be enrolled in military science courses to be entitled to payment for that term. All scholarship students must be enrolled

and remain enrolled full-time in order to receive scholarship benefits with the exception of their final term as an MSL IV. Cadets who are academically and militarily aligned to complete degree requirements and commission may be paid scholarship benefits for the last term while in less than full-time status. See [CC Pam 145-1](#) for more details.

(3) Enrollment Status.

- (a) Students on ROTC Scholarships must be enrolled full-time with 75% of the curriculum in traditional class-room settings unless enrolled in the final Military Science Advance Course class of their last term.
 - (b) Students on ROTC scholarships must be enrolled in military science (or a military science filler course) in order to be paid benefits.
- (4)** Applicants must be enrolled in 4-year baccalaureate degree producing colleges or universities or those schools approved under Cadet Command formal linkage program outlined in [CC Pam 145-1](#). The formal linkage program is only open for 3.5, 3, 2.5, and 2-year Advanced Designee scholarships.

I. Selection Points.

- (1)** On campus scholarship applicants must score at least 60 selection points under the Whole Person Scoring system outlined in [CC Pam 145-1](#).
- (2)** High school scholarship applicants' Whole Person Score is based on a 1400 point scale. The whole person score cut-off line for scholarships will be based on available funding and available applicant base.

2-5. Students Ineligible to Compete for a Scholarship. [TOC](#) Students who fall under one of the following categories are ineligible to compete for or receive benefits from an Army ROTC scholarship:

- a. ROTC Disenrollment.** Previous 2- and 3-year contracted scholarship winners who have been disenrolled for any reason. Previous four-year contracted scholarship winners who have been disenrolled after entering MSL II are ineligible to compete for another scholarship until they enter the advanced course and are eligible for a 2-year scholarship.
- b. MJC contracted scholarship Cadets.** Contracted scholarship Cadets at a military junior college may not compete for any other type scholarship.
- c. Non-citizens** (if citizenship will not be obtained prior to fall enrollment). U.S. nationals are considered citizens of the U.S for purposes of Army ROTC.
- d. Conscientious Objectors** (as defined in [AR 600-43](#)).
- e. Civil Conviction.** A student who has an adverse juvenile adjudication or who has been arrested, indicted, and convicted by a civil court or military law for other than minor traffic violations (for which a fine or forfeiture of \$250 or higher was imposed) unless a waiver is granted. The applicant must submit a request for waiver of convictions at the time of scholarship application and

award of a scholarship will remain conditional until any required waiver is approved.

- f. Loyalty.** A student who fails to satisfy loyalty requirements.
- g. Medically Disqualified.** A student with a known disqualifying medical defect, unless proper authority has approved a medical waiver.
- h. Discharged from the Armed Forces.** A student who has been discharged from any branch of the Armed Forces with a non-waiverable disqualifying reenlistment code or with one of the following types of discharge:
 - (1) Dishonorable.
 - (2) Bad conduct.
 - (3) Undesirable.
 - (4) Discharge under other than honorable conditions.
 - (5) General or honorable if the reason and authority for separation preclude reentry into military service under [AR 601-210](#) without a waiver. Battalion commanders may approve waivers in hardship cases when the hardship for which the release from active duty was granted no longer exists provided the student does not have a non-waiverable disqualifying reenlistment code. All other applications for waiver of a disqualifying reenlistment code will be submitted IAW [CC Pam 145-4](#).
- i. Pregnant Students.** Pregnant students are eligible to compete for scholarships. However, they are ineligible to enroll in ROTC if pregnant. Students must be medically qualified at the time of contracting. Pregnancy is a temporary medical disqualification. All applicants must meet dependency requirements ([AR 145-1](#), Chapter 3) before contracting. Cadets who become pregnant after contracting will not be involuntarily disenrolled solely because of pregnancy.
- j. Current or Former commissioned officers.** Students who are commissioned officers, former officers, or who have a certificate of eligibility for appointment as a commissioned officer.
- k. 10 years or more of Active Federal Service.** Students who will have 10 years or more of AFS at the time of commissioning must request a waiver.
- l. Former Cadets.** Students who have already completed undergraduate degree requirements under the Army ROTC program are ineligible. **Note:** This only applies to students who received their first undergraduate degree at the expense of Army ROTC. If the student earned an undergraduate degree by other means, the student is eligible to apply for a 2-year scholarship.
- m. Non Scholarship Contracted Cadets.** Exceptions to policy will be considered for award of retention scholarships.
- n. Domestic Violence Conviction.** Students convicted of a domestic violence crime.
- o. Students participating in the SMP** (except as GRFD scholarship recipients).

- p. **Students at community colleges** (except those approved in the Formal Linkage Program which only allows 2 and 3-year scholarships).
- q. **West Point Association of Graduates Preparatory Scholarship Program.**
Students participating in the West Point Association of Graduates Preparatory Scholarship Program are ineligible.
- r. **One year of college remaining.** Students who only have one year remaining to obtain their baccalaureate degree are ineligible.

2-6. Students Eligible to Re compete. TOC

- a. Previous 4-year contracted winners whose scholarship terminated/disenrolled during their freshman year may compete for a scholarship during their sophomore year.
 - (1) The correct length of scholarship will be determined using [CC Form 104-R](#) and CCIMS NAPS to ensure academic and military alignment is maintained.
 - (2) They may not win a scholarship to pay benefits during their sophomore year because they were not required to pay back the funds paid to them during their freshman year.
- b. Scholarship applicants who did not win a scholarship or were unable to contract (including 3-year Advance Designees) may re-compete.

2-7. Financial Policy. TOC

- a. **Payment of Scholarship Benefits.** Battalion commanders are responsible for arranging scholarship benefit payments for academic instruction to scholarship Cadets.
 - (1) Following award of an ROTC scholarship and completion of enrollment procedures set forth in [AR 145-1](#), an ROTC scholarship Cadet who remains in an active full-time enrolled status until the 45th day after the start of classes of each academic year will be furnished scholarship benefits. Student must remain in an active full-time enrolled status in the subsequent terms of that academic year to receive scholarship benefits.
 - (2) Scholarship benefit payments for students who are not enrolled full-time are processed as follows:
 - (a) The Cadet must be enrolled in the final Military Science Advance Course Class of the last term to be eligible.
 - (b) Scholarship benefit payment will be made when the university charges by individual credit hours.
 - (c) When the university charges a flat rate, the Cadet is required to enroll in a full-time status or scholarship benefits will not be paid.
 - (3) Scholarship recipients are required to make an annual choice of whether their benefits will cover tuition and fees (full) or room and

board (10K cap). Cadets must provide their choice in an election memorandum (refer to [CC Pam 145-1](#), Appendix B for sample). Cadets electing the room and board option must be counseled that this option will not include any fees to include graduation fees.

- (4) Scholarship benefits can be paid from the host institution for Cadets attending approved courses through cooperative programs at schools other than those in which they are enrolled in ROTC provided:

- (a) The courses are not offered at the host or partnership school
- (b) That such courses are a prerequisite for graduation.
- (c) An agreement is in place prior to taking courses at a school where a Cadet is not enrolled.

- (5) **Payment of Fall Term.** If the Fall term ends prior to 15 Dec and the Cadet contracts between end of Fall term and 15 Dec, they are entitled to Fall benefits; process IAW [CC Pam 145-1](#) ch.2-4.

b. Tuition/Fees. Up to full tuition and mandatory educational fees will be paid for the number of terms as determined by the NAPS dictated by the [104R](#) at the time of contracting as a scholarship Cadet. [CC Pam 145-1](#) (Appendix C) lists reimbursable and non-reimbursable fees.

- (1) Up to full tuition and mandatory educational fees (or room and board up to 10K) will be paid for the number of academic terms prescribed by the NAPS calculation.
- (2) Interim sessions falling within the normal academic year (first day fall – last day spring, including exams) will be paid within the annual tuition amount. Summer sessions are covered in [Chapter 9](#) .
- (3) HQ USACC approved summer school sessions will be paid in addition to tuition and mandatory fees for the school year. Benefits will be capped and published annually by HQ USACC with a flat rate book payment also established annually ([CC Pam 145-1](#)). See [Para 9-3b](#).
 - (a) Stipend will be paid at the rate established under normal academic school year term as authorized.
 - (b) Benefits will be paid based on the current school year scholarship payment election (i.e. tuition and fees or room and board).
- (4) **Excess credit hours/semester overloads:** Course overloads and excess credit hours may be paid within a Cadet's individual benefit limit as long as:
 - (a) The course overloads or credits assist the Cadet in staying academically aligned,
 - (b) They are required for degree completion and prevent a request for extension of benefits or summer school.

- (5) **Fees.** Three rules generally apply for payment of fees:
- (a) If the fee applies to all students, all the time, every year, it is payable. Mandatory educational fees are those fees charged to all students attending the school.
 - (b) If the fee is connected to a course required for degree completion or the fee is required for attendance at that college/university, it is payable. It does not always apply to fees to attend a certain class. The class must be mandatory for degree completion and not a free elective.
 - (c) Any fee listed as an optional fee in the school catalog is not payable. Optional means that the Cadet need not incur the fee for degree completion.
 - (d) Health fees will be paid if all students are required to purchase the school's health insurance. Payment of health fees not required to be purchased by the school will be paid up to a \$1,000 cap where health insurance is not mandatory. Students may opt whether to purchase the school policy or an independent policy.
 - (e) Veteran's Administration covers health related fees for ROTC Cadets, and those who are applicants to the program for serious injuries (permanent in nature) when participating in ROTC activities.
 - (f) Workman's Compensation covers health related fees for ROTC Cadets, and those who are applicants to the program for less serious injuries (temporary in nature) when participating in ROTC activities.
 - (g) Flight fees (actual flying hours related to any degree) required by any academic discipline will not be paid.
- (6) Scholarship funds will not be used to pay identifiable fees that directly result in purchase of laptop computers, cellular phones, personal digital assistants and other automated equipment. However, if the tuition includes purchase of automated equipment which cannot be identified as a separate fee, then scholarship funds may be used to pay for the automated equipment as an integrated portion of the tuition. Any automated equipment that is received by the Cadet is the property of the Cadet (in accordance with university procedures) and is not the property of Cadet Command.

c. Room and Board. Cadets may choose for the scholarship benefits to be applied toward their room and board costs. This election occurs once per year: at the start of the new school year for returning Cadets, or upon initial contracting or transfer. Upon the validation of scholarship payment of benefits, the Cadet's decision may not be changed during the year the election was made. Room and board costs are capped at \$10,000 annually. If the scholarship money is used towards Room and Board, Federal (in addition if applicable State, re: ARNG) Tuition Assistance can be used in conjunction with Scholarship money to pay for tuition. Room and Board amounts are paid directly to the Cadet and

is determined by an average or aggregate of the area.

- (1) Housing costs associated with college/university- sponsored housing will be reimbursed. Payment will be IAW the invoice provided from the college/university.
- (2) Cadets who do not live in college/university-sponsored housing may receive this benefit using one of two methods:
 - (a) The college/university has sponsored housing. The PMS may use the average cost of the college/university-sponsored housing and complete the required [CC Form 145-1-R](#), July 2007 ([CC Pam 145-1](#), Appendix B) and forward to HQ USACC, Pay Operations Division for reimbursement. The Cadet will be reimbursed based on this surrogate cost basis certified by the PMS.
 - (b) The college/university does not have sponsored housing. The PMS will coordinate with the geographically closest college/university and use the average cost of their sponsored housing as a bonafide comparison of costs and complete the required receipt ([CC Pam 145-1](#), Appendix B) and forward to HQ USACC, Pay Operations Division for reimbursement. The Cadet will be reimbursed based on this surrogate cost basis certified by the PMS. This college/university does not have to have an Army ROTC Program.
- (3) Cadets who utilize college/university-sponsored meal plans will be reimbursed IAW the invoice provided from the college/university.
- (4) Cadets who do not choose to utilize college/ university meal plans may receive this benefit using one of two methods:
 - (a) The college/university has a sponsored meal plan. The PMS may use the average cost of the college/university-sponsored meal plans, verify the costs, complete and certify the required receipt ([CC Pam 145-1](#), Appendix B) and forward to HQ USACC, Pay Operations Division for reimbursement. The Cadet will be reimbursed based on cost certified by the PMS. The Cadet will be reimbursed based on this surrogate cost basis.
 - (b) The college/university does not have a sponsored meal plan. The PMS will coordinate with the geographically closest college/university and use the average cost of their meal plans. The PMS will verify the costs, complete and certify the required receipt ([CC Pam 145-1](#), Appendix B) and forward to HQ USACC, Pay Operations Division for reimbursement. The Cadet will be reimbursed based on cost certified by the PMS. This college/university does not have to have an Army ROTC Program.
- (5) The Cadet may elect to receive only room or only board if desired.

d. Related Academic Expense. Book Stipend. A "flat rate" fee will be paid for books, supplies and equipment as published annually by HQ USACC. This is in addition to the tuition & fees or room & board option.

e. Subsistence Allowance. All contracted Cadets are authorized a subsistence allowance (stipend).

- (1) The subsistence allowance will begin on the date that the Cadet enters the first term of college work under the scholarship contract or on the date the Cadet meets all requirements for and is contracted as a scholarship Cadet, whichever is later.
- (2) The subsistence allowance will continue until the Cadet has met all requirements for commissioning or has been disenrolled, except as provided below or by other law, regulation or directive.
- (3) MSL I or II Cadets receive subsistence allowance for no more than ten months of the academic year or the actual duration of the academic year, whichever is shorter.
- (4) MSL III (through MSL IV year) Cadets receive subsistence allowance for no more than 20 months uninterrupted except while attending LDAC and Cadet Troop Leader Training during the junior and senior years.
- (5) MSL V (extended benefits IAW HQ USACC approval) Cadets receive up to 10 months subsistence, which continues uninterrupted after the completion of the MSL IV year.
- (6) Advanced course ROTC Cadets (to include MSL V) and basic course scholarship Cadets must be enrolled in ROTC (or correspondence ROTC Training if off-campus) to receive any scholarship benefits or stipend.
- (7) A Cadet on Leave of Absence (LOA) does not receive scholarship benefits or stipend.

f. Travel Reimbursement.

- (1) The Cadets listed below are authorized one time travel entitlements from their home of record to the school for the purpose of enlisting in the USAR Control Group (ROTC) and to obtain the academic degree shown in the contract. (See Joint Federal Travel Regulation (JFTR), Volume I, paragraph U7150-F).
 - (a) 4-year scholarship Cadets attending school for the first time.
 - (b) Green to Gold scholarship Cadets.
 - (c) MJC scholarship Cadet attending the MJC for the first time.
- (2) Only Cadets who travel to the school to enter into a scholarship contract may receive travel reimbursement. Cadets who apply for scholarships after enrolling in school cannot generally receive travel reimbursement for travel to such schools, because travel to the school was not for the purpose of entering into a scholarship contract.

- (3) All active scholarship Cadets are entitled to return travel to their home of record on discharge from USAR Control Group (ROTC) if they are not ordered immediately to active duty, except those Cadets who remain at the school after such discharge to continue their education or to serve as a Gold Bar Recruiter (**JFTR, Volume I, Paragraph U7150-E**). Scholarship Cadets who are on a LOA status, who are pending disenrollment or who have been disenrolled are not entitled to travel reimbursement for return travel.

g. Non-Reimbursable Items. The following items are non-reimbursable under the scholarship contract:

- (1) Educational expenses incurred prior to the beginning of the scholarship.
- (2) Remedial courses taken either for background enrichment or to make up a deficiency.
- (3) Courses not required for the degree, unless charges for such courses can be absorbed within the normal basic tuition charges during the academic year and will not extend graduation date.
- (4) Courses required because of changes in academic majors when such courses cannot be completed within the number of academic years covered by the scholarship.
- (5) Courses taken at a school other than that at which a Cadet is enrolled for ROTC training, except in the case of a Cadet selected for scholarship that is enrolled at a Partnership school. (**Exception:** *Approved summer tuition may be paid as described elsewhere within this regulation*).
- (6) Correspondence or other nonresident courses, except that Cadets at partnership schools may take extension courses from the host institution, provided the courses are not offered at the partnership school and are a prerequisite for graduation.
- (7) Summer sessions, except as authorized by [Chapter 9](#) above.
- (8) Travel, except as authorized by [Paragraph 2-7f](#) above.
- (9) Penalties or fines for late registration, when the fault of the scholarship Cadet.
- (10) Charges for makeup examinations, violations of school rules, and the like.
- (11) Personal fees, such as for laundry, clothes, grooming.
- (12) Permits and fees associated with vehicle operation.
- (13) Flight fees/aviation flying hours and any fees related to flying hours required by the discipline.

2-8. Eligibility for Contracting for Scholarship. [TOC](#)

- a. The PMS must ensure applicants continue to qualify for contracting immediately prior to contracting because there is often an appreciable time lapse between acceptance of the scholarship and contracting.

- b. The PMS must ensure nurse applicants who are Licensed Practical Nurses or Registered Nurses complete a professional background check.
- c. If an individual has been designated as a scholarship recipient and is deployed as part of an U.S. Army operation prior to contracting, the PMS may submit an e-mail request to hold the scholarship in abeyance until individual returns and is otherwise qualified for contracting.

2-9. Mandatory Requirements for Contracted Scholarship Cadets. TOC

- a. **ROTC Training.** Scholarship Cadets will receive ROTC training on the same basis as non-scholarship Cadets. However, 3- or 4-year scholarship Cadets will not be required to undergo another medical examination or execute additional contracts for enrollment in the Advanced Course. They will take achievement or qualification tests required of other Cadets enrolling in the advanced course as an aid to the PMS in identifying areas of academic weakness or limited potential.
- b. **LTC.** Students requiring 2 or 2.5 years after LTC may attend LTC and validate a scholarship. Students enrolling in Spring term prior to LTC who require LTC for basic course credit, may be contracted if all eligibility requirements are met except the basic course credit and be awarded either a 2-year or 2.5 year scholarship. Students requiring three years to complete their degree must accelerate MSL I and MSL II or receive a waiver for LTC credit. DA is the approval level for waivers to [AR 145-1](#).
- c. **LTC attendance.** Scholarship recipients who are required to attend LTC for advanced course placement credit must successfully complete LTC.
- d. **Military Science Course.** Each PMS should develop additional military science courses (e.g. Physical Fitness Course, Master Fitness Course, Historical Courses, Independent Study, Directed Study) for students who need more than four years to complete degree requirements. These courses may also be used to achieve academic alignment or for study abroad students. At a minimum, a full year of military science courses at the 200 level and the 400 level should be developed to improve academic alignment.
- e. **MJC 2-Year Scholarship Winners.** Two-year scholarship winners electing to attend an MJC must have the [DA Form 597-3](#) amended to add a paragraph saying the individual agrees to transfer to an approved four-year institution to complete his degree.

2-10. Publicity/Certificates. TOC

- a. **Publicity Plan.** Each Brigade commander must develop and execute a supporting publicity plan to assure dissemination to news media of information regarding scholarship winners.
- b. **Certificate Presentations:** PMS' are responsible for presenting certificates to winners at an appropriate event, such as an awards ceremony. If this is not possible, certificates will be mailed to the scholarship winner.
- c. **Scholarship Certificates.** Scholarship certificates will bear the signature of the CG, USACC.

2-11. Transfer of Scholarship Cadets. [TOC](#)

a. Line Scholarship Cadets. Contracted scholarship Cadets (excluding Nurse, Green to Gold, GRFD and MJC 2+2) may transfer to a school other than the one awarding the scholarship provided that:

- (1) The gaining institution has available scholarship funds in the appropriate mission set. If funds are not available at the gaining institution a transfer can still occur if the gaining brigade has funds available to cover the entire cost of tuition, fees, and books.
- (2) The transferring student will remain academically aligned (i.e. academic year group (freshman, sophomore, etc.) with corresponding military science year group (MSL I, II, etc.).
- (3) The transfer results in no change in the academic discipline pursued by the Cadet, unless approved by proper authority.
- (4) The transferring student receives approval from both the gaining and losing PMS. Scholarship Cadets must be informed that individuals who lose academic credit due to a transfer of schools will not be considered for extension of scholarship benefits.
- (5) A request to transfer under above conditions is not required. If the schools cannot fund the transfer, a request to transfer must be worked at the Brigade level. If the Brigades cannot fund the transfer, a request with the Brigade commander's endorsement can be submitted to HQ, USACC via e-mail to your appropriate Scholarship Program Management Representative.
- (6) Transfer requests must be submitted to HQCC for consideration no later than **1 June** for the Fall term and **1 December** for the Spring term IAW procedures set forth in the CC Pam 145-1.

b. Nurse, Language, Green to Gold, GRFD, MJC 2+2 Scholarship Cadets.

- (1) Nurse, Language, Green to Gold, MJC 2+2 and all GRFD scholarship Cadets must have HQ USACC approval to transfer to another school.
- (2) Nurse scholarship recipients must transfer to an accredited nursing school. The nursing students' current GPA must meet or exceed the minimum standards for admission to the upper division at the gaining school.
- (3) Language scholarship recipients must transfer to a school with an accredited language program. The language students' current GPA must meet or exceed the minimum standards for admission to the gaining school.
- (4) A request to transfer can be submitted to HQ USACC via e-mail to the appropriate Scholarship Program Management Representative no later than 1 June for the Fall term and 1 December for the Spring term. The losing school initiates the transfer request IAW CC Pam 145-1.

c. Prohibited. Transfer of Scholarship recipients into or out of the Ike Skelton Early Commissioning Program is prohibited by law.

2-12. Military Service Obligation. TOC

- a. All scholarship winners who contract will be required to sign a contract which obligates them to serve in the military for a period of eight years. This obligation will be fulfilled in several ways.
 - (1) If selected for active duty, the lieutenant will serve a minimum of four years followed by service in the ARNG, USAR, or the Individual Ready Reserve (IRR) for the remaining four years.
 - (2) If selected for reserve duty, the lieutenant will serve eight years in the selected reserve, i.e., an ARNG unit or a USAR Troop Program Unit.

Chapter 3, Civilian Sponsored Scholarship Programs TOC

3-1. Concept

- a. The Civilian Sponsored Scholarship Programs (CSSP) is a dual effort between HQ USACC and volunteer civilian organizations to recognize and reward stellar Cadet performance. HQCC receives applications, establishes an order of merit list, and notifies the civilian organizations of the selected winners. The civilian organization coordinates with the awardees, their Professors of Military Science, and universities for the presentation and awarding of the scholarship.

3-2. CSSP Scholarships.

- a. **CSSP Types.** Cadets may only receive one of the available CSSP scholarships.

Civilian organizations provide the following scholarships:

- (1) The Combined United Services Automobile Association (USAA) Scholarship.
- (2) The Armed Forces Insurance General Melvin Zais Army ROTC Scholarship.
- (3) The Lieutenant General Timothy J. Maude Foundation Scholarship.
- (4) The Joseph Cribbins Scholarship.
- (5) The Armed Forces Bank Scholarship.
- (6) The Government Employees Insurance Company (GEICO) Scholarship.
- (7) The Association of the United States (AUSA) Scholarship.
- (8) The Raytheon Scholarship.

- b. **Responsibilities.**

- (1) **HQ USACC will be responsible for:**
 - (a) Establishing and publish scholarship criteria in the absence of specific requirements from civilian organization.
 - (b) Validate the civilian award amounts and quantity on an annual basis.

- (c) Receive applications and establish an order of merit list.
- (d) Notify the civilian organization and the awardees' PMS of their selection.

(2) PMS's will be responsible for:

- (a) Nominating qualified applications IAW established guidance.
- (b) Notify awardees and coordinate travel for awardees as required by civilian awards presentations.

c. Eligibility. To be eligible to compete, a Cadet must:

- (1) Military Science Level.** Be a MSLIV in the fall of the year of the award and meet the eligibility requirements prescribed in AR 145-1, paragraph 3-34. Cadets completing an associates degree at the MJC's and Cadets completing postgraduate work are eligible to compete.
- (2) Age Requirement.** Meet the scholarship/nonscholarship age requirements specified in AR 145-1 and the medical standards prescribed in AR 40-501.
- (3) Degree.** Be eligible to receive a baccalaureate degree, or an associate degree for MJC Cadets, by the end of the school year of the award.
- (4) LDAC.** Be scheduled to attend or have successfully completed LDAC. Successful completion of LDAC is defined as receiving an E or S evaluation.
- (5) Completion Cadets.** Cadets who are classified as completion Cadets with one full year of undergraduate degree requirements remaining are eligible for these scholarships.

3-3. The Armed Forces Communications and Electronics Association (AFCEA) Educational Foundation ROTC Scholarship Program.

a. Program: The Foundation seeks applications from students working towards undergraduate degrees in the C4I-related fields of electrical, computer, chemical, systems or aerospace engineering: electronics; computer science; physics; mathematics; science or mathematics education; technology management or other technical fields; foreign languages; global security and intelligence studies; security and intelligence; or international studies at accredited degree-granting four-year colleges or universities. Majors directly related to the support of U.S. national security enterprises with relevance to the mission of AFCEA will also be eligible.

b. AFCEA Scholarship Types: The AFCEA Education Foundation awards 11 scholarships each year for undergraduate college or university study on the basis of merit and financial need.

- (1)** Four scholarships in the amount of \$2,000 each are presented to Army ROTC students from the junior class for the year they matriculate as seniors.
- (2)** Four scholarships in the amount of \$2,000 each are presented to Army ROTC students from the sophomore class for the year they matriculate as juniors.

- (3) One Medal of Honor Scholarship in the amount of \$5,000 is presented to the top Army ROTC Cadet matriculating as juniors or seniors. The scholarship application must include an additional letter of endorsement from the PMS. A minimum GPA of 3.0 is required.
- (4) One Distinguished Achievement Scholarship in the amount of \$4,000 will be awarded to the second highest Army ROTC Cadet. The scholarship application must include an additional letter of endorsement from the PMS. A minimum GPA of 3.0 is required.
- (5) One General James M. Rockwell, Jr. Memorial Scholarship in the amount of \$3,000 will be awarded to the Army ROTC Cadet who best demonstrates academics, leadership, and the potential to serve. A minimum GPA of 3.0 is required.

c. Payment: The scholarships are paid directly to the scholarship recipient through the appropriate PMS.

d. Eligibility. The Cadets selected for these scholarships must:

- (1) Be a U.S. citizen who is enrolled in ROTC.
- (2) Be of good moral character.
- (3) Have demonstrated academic excellence.
- (4) Be working toward a degree in electronics, communications engineering, electrical or aerospace engineering, mathematics, physics, or computer science or technology.
- (5) Have an observed need for financial assistance in completing their education.
- (6) Have demonstrated the motivation to complete a college education and the potential to serve as officers in the Armed Forces of the United States.
- (7) Both scholarship and non-scholarship Cadets are eligible to apply for this scholarship.

e. AFCEA Experience Tours: In partnership with Future Heroes, a private non-profit organization, AFCEA Experience Tours are another opportunity for ROTC Cadets. As a parallel to the classic model summer internship, Experience Tours offer selected ROTC students additional, practical, real-world leadership experience through placement in a major military command, corporation or professional organization. Recipients are competitively board-selected by senior Active Duty officers and retired General Officer advisors. The scholarship application must include an additional letter of endorsement from the PMS.

f. Honor Certificates and Ribbon Bar Awards are available to one Cadet from every Army ROTC Battalion, during a Cadet's academic junior year. Every ROTC battalion may make one Honor Award nomination annually to those Cadets majoring in the selected electronics, computer i.e. engineering majors, or previously identified technical disciplines. Cadets nominated must also demonstrate high academic achievement.

3-4. The Daedalian Foundation Scholarship Program.

- a. Program:** The Order of Daedalians is the premier national fraternity of commissioned military pilots organized to perpetuate the spirit of patriotism, love of country and ideals of self-sacrifice, which places service to nation above personal safety or position. The charitable arm of the Order, the Daedalian Foundation, sponsors this annual scholarship program in furtherance of these goals.
- b. Scholarships:** Three \$2000 scholarships are awarded each year.

3-5. The Harry S. Truman Scholarship Foundation.

- a. Program:** The Harry S. Truman Scholarship Foundation seeks candidates who have extensive records of public and community service, are committed to careers in government, have outstanding leadership potential and outstanding communication skills.

b. Harry S. Truman Scholarships:

- (1) The Foundation provides \$30,000 merit-based scholarships to selected candidates who wish to attend graduate or professional school, i.e. law, master's and doctorate programs in public administration, public policy analysis, public health, international relations, government etc., (see www.truman.gov for complete list). Financial need is not a consideration.
- (2) The Foundation awards up to 75 scholarships nationally each year to nominated candidates. Scholarships are available to qualified resident nominees in each of the 50 states, Washington D.C., Puerto Rico, Guam, Northern Mariana Islands, American Samoa, and the Commonwealth of the Northern Mariana Islands.

c. Eligibility:

- (1) Be an enrolled full-time student with junior-level academic standing at an accredited four-year institution. Applicants must be pursuing and able to receive a bachelor's degree between December and August of the following academic year; or
- (2) Be a student with senior-level standing who will graduate during the current academic year. Residents of Puerto Rico, the Virgin Islands, and the Pacific Islands must have senior-level academic standing.
- (3) Be a U.S. citizen or U.S. national.
- (4) Be committed to a career in public service.
- (5) Be in the upper quarter of the junior class, except for residents of Puerto Rico, the Virgin Islands, Guam, American Samoa or the Northern Marianas who must be in their senior class.

d. Conditions:

- (1) Truman Scholars must attend the Truman Scholars Leadership Week normally held during the month of May each year. Travel from the

scholar's home (or university if the school term is still in progress), lodging and meals will be provided.

- (2) Attend the one-day Truman Scholars Award Ceremony normally held after the Truman Scholars Leadership Week during the month of May.
- (3) An opportunity to attend the Truman Scholars Summer Institute for 10-weeks. The Summer Institute consists of graduate-level seminars and workshops and internships in federal agencies for members selected as a Truman Scholar. Travel and subsidized housing are provided.
- (4) A Cadet selected as a Truman Scholarship winner and meets all eligibility requirements for appointment as a commissioned officer will be accessed on to active duty to attend their civilian schooling. While attending the civilian schooling, full pay and allowances are received. The officer promotion is at the same rate as other active duty officers.
- (5) Upon completion of the program, the officer will incur a six-year ADSO for a 2-year program or a 5-year ADSO for a one-year program. This ADSO will be served concurrently with the Cadet's Army ROTC ADSO.
- (6) Upon completion of the civilian schooling, the officer agrees to serve a utilization tour associated with the education.

3-6. USAA Spirit Award. USAA Spirit Award is an annual award program. It recognizes outstanding ROTC students. The USAA Spirit Award is designed to relay USAA appreciation to the Cadet in your unit who best embodies the concept of Service - to your battalion, your community, the Army or the nation.

Chapter 4, Green to Gold Program TOC

4-1. Concept. The Green to Gold program identifies enlisted Soldiers with officer potential and assists them in transitioning from active duty to attend college and compete for an officer commission through ROTC.

4-2. References. CC Pam 145-1; CC Reg 145-6.

4-3. Green to Gold Program Options.

- a. **Active Duty Option (ADO).** Allows Soldiers to receive their first baccalaureate or advanced degree. Soldiers must have no more than 2 years remaining to receive their degree. However, these Soldiers remain on active duty and receive full pay and allowances.
- b. **Scholarship.** Allows Soldiers to be discharged early to pursue their bachelor's degree or graduate Degree through **2-**, **3-**, or **4-**year scholarship option.
- c. **Commander's Hip Pocket Scholarship.** Allows Division and Corps Commanders to award **2-year scholarships** to deserving and qualified Soldiers so that they may be discharged early to pursue a bachelor's or master's degree.

- d. Non Scholarship.** Allows Soldiers to be discharged early to pursue their first baccalaureate or advanced degree. Soldiers must have no more than two years remaining to receive their degree.

4-4. Green to Gold Active Duty Option Program.

- a. Description:** The ROTC Green to Gold ADO Program provides eligible, active duty enlisted soldiers an opportunity to complete a baccalaureate degree or graduate degree and be commissioned as Army officers upon receiving the appropriate degree. The program is limited to a total of 400 participants (200 per mission set.).

- (1) **Active Duty Pay:** Soldiers who are selected to participate in this program will continue to receive their current pay and allowances while in the program (up to 21 consecutive months).
- (2) **Educational Expenses:** Soldiers selected are responsible for their educational expenses; e.g., tuition, books, and fees. They may receive any portion of the MGIB/Army College Fund benefits they have earned since entering into the military. However, IAW **DOD Directive 1322.8E**, soldiers selected to participate in this program will not be authorized to use tuition assistance.
- (3) **PCS:** Soldiers who are selected for the program will receive normal PCS entitlements, IAW existing travel regulations.
- (4) **Employment:** Soldiers may not accept nor pursue additional employment without express written permission of PMS.
- (5) **Commissioning:** Upon commissioning, the officer will be assigned Active Duty.
- (6) **Military Service Obligation:** Soldiers who are medically qualified and selected to participate in this program will be required to serve in the military for a period of 8-years. This obligation will be fulfilled by serving on Active duty for 3-years.
- (7) **Change of Major:** Soldiers selected to participate in this program can only change their major if the change does not extend their length of time to gain their baccalaureate degree beyond the 20 months allowed for participation in the program. If the change of major extends the soldiers time to gain their baccalaureate degree beyond 24 months, then the soldier will be placed back on active duty IAW the needs of the Army.
- (8) **Transfers:** Soldiers selected to participate in this program may not transfer from the initial school in which they were accepted to participate.

b. Responsibilities.

- (1) **HQ USACC will be responsible for:**
 - (a) Preparing Academic Evaluation Reports based on input from PMS.
 - (b) Tracking the progress of each of the participants.

(2) The Student Detachment Brigade will be responsible for:

- (a) In and out processing.
- (b) Personnel accountability.
- (c) Uniform Code of Military Justice/disciplinary proceedings.
- (d) All pay related inquiries.
- (e) Personnel services (orders, [DA Form 4187](#), & records updates).

(3) The ROTC department will be responsible for:

- (a) Reporting required information to HQCC as established in [CC Pam 145-1](#).
- (b) Counseling the soldier on requirements to remain in good standing.
- (c) Reviewing soldier's performance each school term to ensure soldier remains in compliance with terms of the program.
- (d) Inform HQ USACC of any potential problems with the soldier. Headquarters will be informed of any action that Fort Jackson takes on any of these soldiers. HQ USACC should be the first stop to assist in resolving soldier issues.
- (e) Immediately notify HQ USACC when the soldier is no longer in compliance with the terms of the program for removal from the program and re-assignment instructions.

c. Eligibility: To participate in this program, a soldier must:

(1) Be U.S. citizens or U.S. nationals.

- (a) This is a statutory requirement. No waivers/exceptions are authorized.
- (b) "U.S. nationals" are persons born in American Samoa and Swains Island.
- (c) Students who hold dual citizenship must be advised that when requested, they will be required to provide a statement to the OPM investigator, or the adjudicative authority, expressing their willingness to renounce dual citizenship. Failure to do so may result in denial of a security clearance, which is a prerequisite for commissioning, and will result in disenrollment.

(2) Be eligible for appointment as a commissioned officer in the USAR under the provisions of [AR 135-100](#) and [AR 135-101](#).

(3) Age. Be under 30 years of age upon completion of all requirements for a commission and a college baccalaureate/graduate degree. Waivers are authorized up to 35 years of age at time of commissioning. HQ USACC is

waiver approval authority for this program.

- (4) **Active Federal Service.** Have completed at least 2-years of active duty service, but less than 8-years of Active Federal Service. (HQ USACC is waiver approval authority for this program.)
- (5) **Recommendations.** Have favorable recommendations from Chain of Command (immediate commander and field grade officer).
- (6) **Training Service Obligation.** Have completed three months of active duty for every one month of specialized training received as of the date of enrollment into the program. This includes language training, a critical Military Occupational Skill (MOS), or Additional Skill Identifiers (ASI) received. Service obligations are served concurrently; the most recent service obligation for specialized training may not be based on the most recent course attended. Longer duration ASI/Skill Qualification Identifier courses may have service obligations that override a shorter but more recent course.
 - (a) If a waiver of the service obligation for training is required, soldiers must submit the request for waiver through HQ USACC to the Human Resource Center (HRC), along with the application. HQ USACC will forward the [DA Form 4187](#)(s) with notification letters to HRC for soldiers who are selected to participate in this program.
 - (b) Soldiers who are currently scheduled to attend an approved reclassification MOS training school will not be considered for a waiver until a request for cancellation of the approved reclassification MOS training has been processed and approved by the proper approval authority. In addition, the Stop Loss/Stop Movement Policy is in effect, and soldiers who are selected to participate in this program will be cleared by HQ USACC through HRC before notification letters are released.
- (7) **Time in Service.** Have at least 48 months remaining upon entering the program. Soldiers who do not meet the service remaining requirement for this program must be processed IAW [AR 601-280](#), Paragraph 4-6, before complying with orders directing movement to Student Detachment, Fort Jackson, SC.
- (8) **GT Score.** Have received a score of 110 or higher on the General Technical Aptitude Area of the Army Classification Battery if applying for the program. (No waivers authorized.)
- (9) **CGPA.** Soldiers must have a minimum CGPA of 2.5 on a 4.0 point grading system on all previous college work completed. (Waivers are authorized, HQ Cadet Command is the waiver approval authority.)
- (10) **APFT.** Have passed an APFT and achieved at least a score of 180 or higher with a minimum of 60 points in each event within the last six months. (No alternate events.)
- (11) **CC Form 104-R.** Have 2-years remaining (4 semesters/6 quarters) as a full time student as indicated on [CC Form 104-R](#).

- (a) Summer sessions are authorized but cannot interfere with LDAC attendance.
 - (b) Transfer hours accepted by the school of attendance must be included on [CC Form 104-R](#), block 5.d. as credits applied towards the degree being pursued. This information must be confirmed by the school's administration through an official evaluation of all official transcripts. (No waivers authorized.)
 - (c) Soldier must enroll and attend in a full-time regular course of instruction at the college/university with 75% of the curriculum on campus in a traditional class-room setting.
 - (d) Soldier must complete within 21 months of entering the program. This can be extended to 24 months with an approved exception.
- (12) **University Admissions Letter.** Obtain an unconditional letter of acceptance from a baccalaureate/graduate degree producing college or university that has an approved Educational Service Agreement with the U.S. Army. The letter must indicate unconditional junior status.
- (13) **ROTC Letter of Acceptance.** Obtain a letter of acceptance from the PMS providing acceptance into the Army ROTC program. Contact the PMS at the institution in order to receive this letter.
- (14) **Security Clearance.** Have a favorable or have initiated a National Agency Check or Entrance National Agency Check. If it is determined that a security clearance will not be granted after enrollment in the program, the soldier will be removed and reassigned based on the needs of the Army at their current enlisted grade/rank and MOS.
- (15) **Medical.** Be medically qualified IAW [AR 40-501](#), Standards of Medical Fitness dated 29 August 2003, Chapter 2, to participate in the ROTC program as determined by DODMERB, the agency responsible for reviewing physicals.
- (16) **Dependents.** Have no more than three dependents (including spouse). (Waivers are authorized.)
- (17) **Scholar-Athlete-Leader (SAL):** A soldier will be considered for participation in this program based on officer potential and the SAL criteria listed below. Although a soldier may not possess any of the SAL attributes, the soldier may still be considered for the program.
- (a) **Scholar:** Honor Graduate/Commandant's List of NCOES School, or CGPA of 3.0 or higher on all college level courses.
 - (b) **Athlete:** Scored 270 or higher on the APFT or active competitive involvement on an intramural sports team.
 - (c) **Leader:** Selected as Soldier/Non-Commissioned Officer of the Quarter/Year at battalion level or higher; or served in a team leader/squad leader position for a minimum of six months with favorable endorsements from the company commander; or inducted into the Sergeant Audie Murphy/Sergeant Morales Club.

d. Ineligibility: A soldier is ineligible for the program if they:

- (1) Have more than two years remaining for degree completion.
- (2) Have less than 48 months remaining on their current enlistment contract and are unable to extend current service obligation.
- (3) Have an unfavorable recommendation by their chain of command.
- (4) Are ineligible for reenlistment.
- (5) Are a conscientious objector as defined in [AR 600-43](#), Conscientious Objection.
- (6) Have a misdemeanor record of a Domestic Violence Conviction.
- (7) Are under suspension of favorable personnel action IAW [AR 600-8-2](#).
- (8) Are under probation for a civil conviction or charges are pending at the time of application.
- (9) Have had adverse juvenile adjudication, have been arrested, indicted, or convicted by a civil court or military law for other than minor traffic violations (fine of \$250 or less), or had imposed other adverse disposition (e.g. attend classes, perform community service or perform any other similar acts) unless waived for this program. A waiver previously approved for enlisting in the Army does not constitute a waiver for entry into an officer producing program. (Waivers are authorized.)
- (10) Are a soldier without a spouse and have one or more dependents under 18 years of age. (Waivers are authorized.)
- (11) Dependents:
 - (a) Are a soldier with a spouse in a military component of any armed service (excluding members of the IRR) that has one or more dependents under 18 years of age. (Waivers are authorized.)
 - (b) A divorced soldier may be processed for enrollment when the child or children has/have been placed in the custody of the other parent, an adult relative or legal guardian by court order and the soldier is not required to provide child support. Copies of court documents must be provided with the application. (No waiver is required.)
 - (c) A divorced soldier may be processed for a dependency waiver when the child or children has/have been placed in the custody of the other parent, an adult relative or legal guardian by court order and the soldier is required to provide child support. In both cases mentioned above, the soldier must sign a statement of understanding acknowledging removal from the program should they regain custody of the child or children while enrolled in ROTC. **DA Form 3286-R**, Statement of Enlistment (Parts I through IV), will be used as a guide. An exception to the removal will only be considered if

extraordinary circumstances prevail such as the death of the legal guardian or adult.

4-5. Green to Gold Scholarship Program.

- a. Description.** This Option is available to eligible active duty Soldiers who desire to receive educational financial assistance while pursuing their commission.
- b. Eligibility.** Requirements listed in [AR 145-1](#), Paragraph 3 and [CC Reg 145-1](#), Chapter [2-4](#) apply. See CC Pam 145-1 and CC Reg 145-6 for additional information.
- (1) Be an enlisted member of the Active Army who will have completed a minimum of two years of active duty as of the date of discharge for enrollment in the program.
 - (2) **2-year scholarship:** have 2 years of college work remaining to degree completion and be accepted at an Army ROTC institution.
 - (3) **3-year scholarship:** soldiers must be accepted for enrollment by an Army ROTC institution and have 3 years of required college work remaining to degree completion and be accepted at an Army ROTC institution.
 - (4) **4-year scholarship:** a qualifying SAT score (920 or higher) or a qualifying ACT score (composite 19 or higher). Soldiers must be accepted for enrollment by an Army ROTC institution and have 4 years remaining towards a degree.
 - (5) **ROTC Letter of Acceptance.** Have a letter of acceptance from the ROTC battalion commander at the institution at which the soldier is seeking enrollment. Any waiver for entry must be obtained prior to separation from the Active Army. Format is at [Appendix B](#).
 - (6) **GT Score.** Have achieved a score of 110 or higher on the General Technical Aptitude area of the Army Classification Battery. No Exceptions.
 - (7) **CGPA.** Have a CGPA of 2.5 or higher on a 4.0 grading system on all previous college work completed for the 2- and 3-year program. Have a cumulative high school GPA of 2.5 or higher for the 4-year program.
 - (8) **Recommendation.** Have a favorable recommendation from the immediate commander commenting on the soldier's officer-like qualifications;
 - (9) **Endorsement.** Have a favorable endorsement of the immediate commander's recommendation by a field grade officer in the next echelon in the chain of command.
 - (10) **APFT.** Have passed the APFT within the past six months. Minimum score of 60 in each event and a total score of 180 or more is required.
 - (11) Recoupment of an unearned bonus is not required if the soldier is separated to permit acceptance of a commission or to enter a program leading to a commission. Entitlement to additional unpaid bonus is suspended and will terminate upon commissioning. However, the entitlement to additional unpaid bonus will be reinstated and paid on a pro rata basis if the soldier is not commissioned and returns to enlisted status in the same bonus MOS.

(12) **Training Service Obligation.** Have completed at least three months of service for every one month of specialized training (e.g., language or critical MOS) received upon completion of such training or have requested through supporting Military Personnel Office (MILPO) and received a waiver of obligation from CDR, HRC, ATTN: DAPC-EPT, Fort Knox, KY 40121. (If undergoing such training, separation can only be authorized by CDR, HRC ATTN: DAPC-EPT, Fort Knox, KY 40121.)

(13) **Medical.** Be medically qualified IAW the requirements of [AR 40-501](#). The soldier must also meet the height and weight standards of [AR 600-9](#).

c. **Ineligibility.** In addition to those described in [AR 145-1](#), Paragraph 3 and [CCR 145-1, Chapter 2-4](#), the following individuals will be ineligible to compete for or receive benefits under this program.

- (1) Persons who are ineligible for reenlistment.
- (2) Persons whose security clearances have been denied, suspended, or revoked.
- (3) Persons under suspension of unfavorable personnel action ([AR 600-8-2](#)).
- (4) Persons convicted of a domestic violence crime.
- (5) Persons participating in the Army University Access Online Program.

d. **Disenrolled.** Soldiers released for the Green to Gold Scholarship Program and subsequently disenrolled from the program may be returned to active duty to fulfill their previous service commitment or ordered to active duty or be required to repay the scholarship funds expended on their behalf from the point of contracting.

4-6. Commander's Green to Gold Hip Pocket Scholarship Program.

a. **Description.** Commanding General, Cadet Command has approved certain Commanders to participate in this program as a subset of the Green to Gold Scholarship Program. Current participants are listed in CC Pam 145-1 [Appendix G](#).

b. **Program.** This program allows Commanders to select a certain number of 2-year scholarship winners from within his command. Upon verification of eligibility by Cadet Command, the Commander may award the scholarship. The applicant does not compete in the National Selection Board and certain pieces of the scholarship application are not required based on the fact that the Commander has recommended the individual for the scholarship.

c. **Application.** The application will consist of the following items:

- (1) [CC Fm 173-R](#) (contained in [Appendix B-1](#) and at <http://www.goarmy.com/rotc>).
- (2) **ERB.** Enlisted Records Brief and/or [DA Form 2A/2-1](#).
- (3) **Photo.** Military photo taken within the last 90 days.
- (4) **APFT.** Recent APFT Score Card (should be no more than six months old upon submission of application).

- (5) **University Admissions Letter.** Letter of acceptance to the university (must include academic status i.e. junior, sophomore, or freshman).
- (6) **ROTC Letter of Acceptance.** Letter of acceptance to the ROTC Unit stating that you (the applicant) have been accepted unconditionally.
- (7) **[CC Fm 104-R](#),** Academic Plan (not required for 4-year applicants). Four-year applicants will complete upon contracting.
- (8) **Transcripts.** For 4-year applicants the high school transcript is required. For 2- and 3 year applicants, all previous college transcripts are required.
- (9) **College Board Scores.** Proof of College Board Scores is required for 4-year applicants.
- (10) **SAL Checklist.**
- (11) **NCOER.** SGT and above must submit copies of the last two [DA 2166-8](#), NCO Evaluation Report and the latest [DA 1059](#), Service School Academic Evaluation Report (if applicable).
- (12) **AWARDS.** SPC/CPL and below must submit copies of the last three awards and/or latest [DA 1059](#), Service School Academic Evaluation Report received (if applicable).

Chapter 5, National Council Licensure Examination for Registered Nurses (NCLEX-RN) Review Course and Test Fee Payment for Nurse Cadets [TOC](#)

5-1. NCLEX-RN Review Course Fee

a. Concept.

- (1) The NCLEX-RN review course is a program designed to ensure that nursing school graduates are prepared to pass the comprehensive licensure exam. The course helps nurse students review specific scientific and nursing knowledge that they learned during their years of nursing classes. All nursing school graduates are required to take and pass the NCLEX in order to practice as entry level nurses in the U.S. Officers must pass the exam and hold a license before being accessed into the Army Nurse Corps.
- (2) The intent of this incentive is to ensure all nurse Cadets (both scholarship and non-scholarship) have the best opportunity to pass their national licensing exams and optimize timely accession into the Army Nurse Corps.

b. Responsibilities.

- (1) **Brigades Commanders will:**
 - (a) Process payment of course fees for non-scholarship nurse Cadets using the IMPAC credit card. The purpose of the expenditures will be designated as professional training.
 - (b) Ensure payments are processed in sufficient time to allow payment prior to graduation.

- (c) Ensure non-scholarship nurse Cadets do not pay for the course and expect reimbursement. There is no means to reimburse a non-scholarship Cadet for this course fee.
- (d) Maintain appropriate records of payment.

(2) PMSs will:

- (a) Present this one-time option to all nurse Cadets eligible to sit for the NCLEX-RN Review Course.
- (b) Process payment of course fees for scholarship nurse Cadets using the CCIMS Scholarship Tracking system. All scholarship nurse Cadets are eligible for this fee regardless of whether they have elected tuition and fees or room and board option.
- (c) Ensure nurse Cadets apply for the course in sufficient time to allow payment prior to graduation.

c. Policy. The NCLEX-RN review course is Cadet training. Eligible Cadets must be registered for the course prior to graduation or completion of the BSN degree. Only the cost of the review course is provided. No other costs will be reimbursed. The review course may be provided by the SON or an outside vendor they recommend.

d. Eligibility.

- (1) The incentive is available one time only to all nurse Cadets who have not graduated.
- (2) Payment is not authorized once Cadets graduate and are commissioned.

5-2. NCLEX-RN Test Fee

a. Concept. All nursing school graduates are required to pass the NCLEX-RN test in order to practice as entry level nurses in the United States. Officers must pass the exam and hold a license before being accessed into the Army Nurse Corps.

b. Responsibilities.

- (1) Bdes will remind PMS's to ensure timely submission of requests.
- (2) PMS will:
 - (a) Present this one-time incentive to all scholarship nurse Cadets eligible to sit for the NCLEX-RN.
 - (b) Ensure scholarship nurse Cadets complete the application process for payment or request for reimbursement.
- (3) HQ USACC, G4/8, will process payments based on the signed Obligation listing from the PMS.

c. Policy.

- (1) All scholarship nurse Cadets will be provided a one time payment of \$200 to take the NCLEX-RN.
- (2) The NCLEX-RN test fee must be processed for payment prior to graduation or completion of the BSN degree.

d. Eligibility. All nurse scholarship Cadets eligible to sit for the NCLEX-RN test.

Chapter 6, Cooperative Scholarship Program for Future Pharmacy Officers

6-1. Scholarship Program for Future Pharmacy Officers.

a. Concept:

- (1) This program provides a potential financial incentive to pharmacy students during their entire 6-year program of study which will provide the Army with a pharmacy officer trained at the PharmD level.
- (2) This program combines scholarships from the ROTC and the Health Profession Scholarship Program (HPSP) to provide financial assistance throughout a student's entire pharmacy education so he/she may obtain a commission with concurrent call to active duty in the rank of Captain.

6-2. Responsibilities.

a. PMS's will:

- (1) Recruit, process, and select qualified pharmacy students for receipt of an Army ROTC scholarship IAW existing procedures as outlined in [Ch 2](#).
- (2) Publicize this contracting option.
- (3) Screen applications to ensure eligibility.
- (4) After the Cadet has successfully completed the first year of the Army ROTC Advanced Course, contact the local U.S. Army Recruiting Command (USAREC) Health Care Recruiter (HCR) to assist the Cadet in the completion of the HPSP enrollment packet.
- (5) Assist Cadet in completing an AMEDD Educational Delay request at appropriate time.
- (6) Assist Cadet in achieving all milestones required to complete the ROTC Advanced Course and to be eligible to receive a commission.
- (7) Provide two original [DA Form 71](#)s, Oath of Office – Military Personnel to the student upon commissioning.
- (8) Once officer is enrolled in the HPSP, provide the officer's 201 file and [DA Form 591](#) to Commander, USACC, ATTN: Accessions, Fort Knox, KY 40121 and ensure there is a proper handoff of the student to the local USAREC HCR.

b. USACC Accessions Division. Coordinate the transfer of his/her 201 file and [DA Form 591](#) to the Commander, Human Resources Command, (Officer, Active Duty Obligation [OADO]), ATTN: ARPC-OPT-LO, Fort Knox, KY 40121.

c. U.S. Army Recruiting Command:

- (1) The local USAREC HCR will make contact at least annually with ROTC PMSs at schools which have PharmD programs to coordinate the processing of eligible Cadets for this program.
- (2) The local HCR will assist the Cadet in the completion of the HPSP enrollment packet prior to the termination of the Cadet's ROTC scholarship to ensure a smooth transition from one program to the other and no loss of scholarship benefits.
- (3) The HCR will brief the Cadet on the HPSP enrollment process, payment of benefits, obligations, and individual responsibilities.
- (4) The USAREC Medical Service Corp Program Manager will act as the liaison between USACC, Human Resources Command (HRC, the pharmacy consultant to the Surgeon General, and the USAREC HPSP program manger to ensure that all qualification, appointment, and accession requirements are met.

6-3. Policy.

- a. Selection:** Selection for participation in this program will be the sole prerogative of USACC, provided the student meets all requirements for program completion.
- b. ADSO:** Participants will incur an ADSO from both ROTC and the HPSP that must be served consecutively, resulting in a 6-year ADSO.
- c. MSO: IAW Sec 651, Title 10, U.S. Code and DOD policy,** total MSO is 8 years.
 - (1) Time spent in the IRR during this program counts toward the statutory MSO, but does not count for pay or retirement purposes.
 - (2) Any portion of the MSO not served on active duty will be served in the USAR.
- d. Requests for release from Active Duty:** Requests for resignation or release from active duty to be effective during the period of this agreement will be disapproved except where considered to be in the best interest of the U.S. Army, or when the individual can demonstrate that a clear hardship exists that would make continuing service unreasonably difficult as outlined in existing ARs.

6-4. Eligibility.

- a. ROTC and HPSP:** Applicants must maintain eligibility requirements for both ROTC and the HPSP, as outlined in [ARs 40-29](#), [40-501](#), [135-100](#), [135-101](#), [145-1](#), and [601-141](#) and this regulation.
- b. PharmD Program:** Applicants must maintain enrollment eligibility requirements for the PharmD program, including the following:

- (1) Be enrolled full time and in good academic standing in an accredited program leading to a PharmD from a school affiliated with a Senior ROTC program.
- (2) Qualify for and receive an Army ROTC scholarship IAW [AR 145-1](#) and this regulation.
- (3) Maintain a GPA of 2.5 (on a 4.0 scale) or that required by the PharmD program in which the student is enrolled, whichever is higher.
- (4) Meet all training requirements for ROTC as outlined in [CCR 145-3](#).
- (5) Meet all eligibility requirements for appointment as a commissioned officer as outlined in [AR 135-100](#) and upon receiving a PharmD, meet all criteria for reappointment as an MS officer, 67E (pharmacist) as outlined in [AR 135-101](#).
- (6) Serve all incurred obligations on active duty.
- (7) Failure of a program participant to accomplish any of the above while enrolled in the ROTC phase of the program will be addressed IAW existing USACC procedures.
- (8) Once enrolled in HPSP, failure to graduate with a PharmD or maintain eligibility for reappointment as an MS officer, 67E, will be addressed IAW existing Office of the Surgeon General procedures.

c. Ineligibility. Cadets with GRFD or Dedicated National Guard scholarships are not eligible for this program. Applicants cannot apply for other accession incentive programs.

Chapter 7, Educational Assistance Program (EAP) for MJC ECP Officers TOC

7-1 Concept.

- a. The EAP for Military Junior College officers is available to all scholarship or non-scholarship MJC Cadets who have commissioned and are now enrolled in the ECP (Chapter 5, [CC Reg 145-9](#)).
- b. The program provides additional scholarship dollars for completion of a baccalaureate degree at a SROTC institution. These funds are in addition to any previous funds received at the MJC. Funding will be provided for a maximum of two (2) academic years, i.e., 4 semesters or 6 quarters. Summer terms and mini terms are not reimbursable. No extensions are authorized.

7-2 Responsibilities.

a. HQ USACC is responsible for:

- (1) Nationwide publicity of the EAP for Military Junior College officers.
- (2) Furnishing accept/decline documents to prospective applicants.
- (3) Processing MJC ECP Lt acceptances.
- (4) Publishing EAP guidance.

- b. **Brigade.** ROTC Brigade Commanders are responsible for area publicity.
- c. **PMS.** MJC PMS/battalion commanders are responsible for:
 - (1) Local publicity.
 - (2) Assisting MJC officers in completing and submitting selected documents required for the application.
 - (3) Entering participants into CCIMS with appropriate 4-year FICE code.
 - (4) Losing MJC is responsible for MJC officer until they report to gaining SROTC university per [CC Reg 145-9](#), CH 5.
- d. **Gaining PMS/battalion commanders are responsible for:**
 - (1) Tracking/counseling MJC officer once they arrive at institution per [CC Reg 145-9](#), CH 5.
 - (2) Ensuring the ECP Lieutenant is still eligible to receive benefits under this program (each term). No action is required as long as the ECP Lieutenant is still eligible.
 - (3) Notify USACC should an ECP Lieutenant breach his contract. See [CC Pam 145-1](#) for details.
- e. **MJC Officer.** MJC officer is responsible to adhere to all requirements of [DA Form 597-4](#) and [CC Reg 145-9](#), CH 5.

7-3 Policy.

- a. **Eligibility.**
 - (1) Officer must agree to attend a SROTC Host or partnership institution to participate in this program.
 - (2) Acceptance or Declination for participation in this program must be finalized by **15 May** each year for all MJC seniors.
 - (3) Eligibility requirements listed in [AR 145-1](#), Chapter 3, apply.
 - (4) All MJC scholarship and non-scholarship ECP Lieutenants are eligible for this program.
 - (5) Upon contracting possess a minimum 2.5 CGPA and maintain a 2.0 for each semester or quarter while enrolled in school.
- b. **Ineligibility.** In addition to those described in [AR 145-1](#), Chapter 3, the following individuals will be ineligible to receive benefits under this program.
 - (1) Persons whose security clearances have been denied, suspended, or revoked.
 - (2) Persons under suspension of unfavorable personnel action ([AR 600-8-2](#)).
 - (3) Persons convicted of a domestic violence crime.

- c. Breach of Contract.** An ECP Lieutenant is considered having a breach of contract when one of the following occurs:
- (1) Fails to maintain a 2.0 cumulative grade point average or earn below a 2.0 for any semester or quarter.
 - (2) Fails to graduate with a baccalaureate degree within 36 months of enrolling in a senior college or university.
 - (3) Fails to maintain eligibility requirements as outlined in Paragraph [2-4](#) of this regulation unless otherwise specified elsewhere in this chapter or [CC Pam 145-1](#).
- d. Financial Options.** ECP Lieutenants participating in the EAP may elect tuition and fees or room and board as outlined in Paragraph [2-7](#) of this regulation.

Chapter 8, Student Loan Repayment Program (SLRP) [TOC](#)

8-1 Concept.

- a. The Student Loan Repayment Program is available to all scholarship or non-scholarship Cadets who have been accessed onto Active Duty by the Army ROTC Selection and Branching Board.
- b. The program will be offered to contracted ROTC Cadets selected for active duty who amend their contract to agree to a one to three year ADSO, depending on the amount of the loan repayment, to be served consecutively to their initial ADSO.

8-2 Responsibilities.

a. HQDA, G1 will:

- (1) Ensure additional ADSO is applied to those officers having loans repaid.
- (2) Contact the commissioned officer to complete the DD Form 2475.

b. USACC G2 will:

- (1) Collect copies of the in-processing counseling form and contract addendum.
- (2) Provide lists of participants to HRC as required up until the Cadets are commissioned.
- (3) Provide lists of Cadets with approved contracts and ADSO requirement to Accessions and Security Division.

c. Professors of Military Science (PMS) will:

- (1) Be responsible for offering SLRP to contracted Cadets who are eligible in accordance with [paragraph 8-3](#) below.
- (2) Counsel Cadets who accept the SLRP utilizing the Loan Repayment Program (LRP) In-processing Counseling Form.

- (3) Be responsible for counseling the Cadet to ensure he/she understands that the repayment of the loan will be made by HQDA after commissioning. Payments will begin on the first day of their first year anniversary of entering active duty.
- (4) Have those Cadets who accept the SLRP execute a contract addendum, CCF 597-6 for a one to three year additional ADSO.
- (5) Furnish a copy of documents to USACC G2, ATTN: Incentives Division, NLT **1 March** for spring commissions and **1 November** for December commissions.

8-3 Cadet Eligibility:

- a. **Contracted ROTC Cadets:** Applicants must be contracted ROTC Cadets selected for the active component by the Department of the Army/ROTC Selection and Branching Board. Both scholarship and non-scholarship Cadets are eligible.
- b. **ADSO:** Applicants must agree to execute a contract addendum (CCF 597-6) for a one to three year ADSO.
 - (1) The contract addendum must be signed, recorded in CCIMS, and received at USACC, G2, ATTN: Incentives Division NLT **1 March** of the commissioning year for those commissioning in the Spring.
 - (2) The contract addendum must be signed, recorded in CCIMS, and received at USACC, G2, ATTN: Incentives Division NLT **1 November** of the commissioning year for those commissioning in the Winter.
- c. **Assess Active Duty:** Applicants must assess into the Active Component in the Army Competitive Category or the Army Nurse Corps.
- d. **Previous Student Loan Repayment:** Applicants who previously received a student loan repayment through the Army are ineligible for this program.
- e. **GRFD:** Cadet cannot be a GRFD Cadet.
- f. **Green to Gold ADO:** Green to Gold ADO Soldiers are not eligible.

8-4 Loan eligibility.

- a. **Authorized Loans:** Only loans that qualify for a deferment or forbearance shall be considered for repayment under SLRP. Loans authorized for repayment are:
 - (1) Loans made, insured, or guaranteed under part B of title IV of the Higher Education Act of 1965 (20 USC 1071 et seq).
 - (2) Loans made under part D of such title (the William D. Ford Federal Direct Loan Program, 20 USA 1087a et seq).
 - (3) Loans made under part E of such title (20 USA 1087aa et seq).
 - (4) Loans incurred for educational purposes where the lender is:
 - (a) An agency or instrumentality of a State.

- (b) A financial or credit institution (including an insurance company) that is subject to examination and supervision by an agency of the United States or any state.
- (c) A pension fund approved by the Under Secretary of Defense for Personnel and Readiness for the purposes of this program.
- (d) A non-profit entity designated by a state, regulated by such state and approved by the Under Secretary of Defense for Personnel and Readiness for the purposes of this program.

b. USAA Personal Starter Loan: The \$25,000 USAA Personal Starter Loan does not qualify as a student loan. The lending institution classifies the loan as a personal loan, not an educational loan.

Chapter 9, Army ROTC Scholarship Cadet Actions TOC

9-1. Concept:

- a. The Army ROTC Incentives Program Scholarship Cadet Actions Chapter is designed to provide guidance for any measure that changes, alters, or deviates a Cadet from the original Contract.
- b. These actions require a Cadet Action Request with annotation as a Personnel Action in CCIMS. The action is sent from the Battalion to the Brigade then forwarded to HQCC for consideration.

9-2. Financial Policy requiring Cadet Actions

- a. Cadet Pay Operations provides benefits for routine Incentives scholarship actions. It does not provide benefits for non-routine actions, without HQCC authority and documentation in CCIMS.
- b. Actions requiring an authorization in CCIMS include: extension of benefits, summer benefits, retroactive benefits, change of major requiring HQCC approval, exceptions to policy to include but not limited to; change of scholarship election e.g. tuition and fees to room and board, lifting of administrative suspension prior to the suspension end date, study abroad, foreign study, and instances of scholarship retention.
- c. Students on ROTC Scholarships must be enrolled full-time with 75% of the curriculum in traditional class-room settings unless enrolled in the final Military Science Advance Course class of their last term. When submitting the obligation report to Cadet Pay, listing Cadets who do not adhere to this policy, battalions will be instructed to delete that Cadet from the report, unless there is prior approval. This will prevent other Cadets on the report from being paid in a timely manner.
- d. Students on ROTC scholarships must be enrolled in military science (or a military science filler course) in order to be paid benefits.

9-3. Scholarship Cadet Actions

- a. **Extension of Scholarship Benefits** (including Summer Benefits): Extension of Benefits will be limited exceptions. Scholarship Cadets can request an extension of benefits if their degree program requires additional terms (with ROTC) than covered

by the type of scholarship award (i.e. 4-yr, 3-yr, and 2-yr). Request for an extension of scholarship benefits (to include summer) will be limited to justified reasons beyond the Cadet's ability to control.

- (1) **Extended Terms:** Benefits can be extended for up to an additional year (2 semesters or 3 quarters), or as a combination of one term of a 5th academic year and a summer session. These are considered on a case-by-case basis.
- (2) **Annual Scholarship Election:** Students will select the option of tuition and fees (full) or room and board (10K cap) IAW [Paragraph 2-7a2](#) for fall/spring benefits only. Summer benefits and Study Abroad are limited to tuition/fees payment only.
- (3) **Normal Academic Progression System (NAPS):** Cadets are governed by the number of terms determined by NAPS. Payment of benefits will not exceed the approved number of semesters calculated by NAPS as indicated on the [original CCF 104R](#).
 - (a) Cadet Actions are based on the number of NAPS awarded to a Cadet at the beginning of their scholarship. Consideration weighs greatly on why a Cadet was not able to complete graduation requirements and commission according to the original 104-R. Therefore, correct calculation saves time, money and individuals tracking a request at each level for a decision.
 - (b) All 3.5-year, 3-year, 2.5-year, 2-year scholarship winners will be enrolled in the correct MSL Class to force academic alignment as determined by NAPS and scholarship award so benefits end at the same time of commission.
 - (c) Extension of benefits beyond the number of authorized terms documented in NAPS will not be authorized.
- (4) **Stipend:** Cadets granted extended scholarship benefits for Fall/Spring terms will be entitled to stipend during the period of the extension.
 - (a) To receive extended benefits, the Cadet must currently be and continue to be a full-time student enrolled in Army ROTC.
 - (b) Military science courses are not required during the summer term, thus, no stipend is authorized for MSL I or II Cadets. **Exception:** If a military science course is taken as part of degree requirements then subsistence may be paid, provided payment does not exceed the maximum allowable for the school year.
- (5) **Five and Six-year Degree Programs:** HQCC must approve these programs prior to a student's attendance.

- (a) Programs which require five or six years must be approved by HQCC. US Code Title 10 limits financial assistance to a maximum of five academic years. Students interested in a six-year program, should be encouraged to start ROTC MSL I as a sophomore to remain academically aligned.
 - (b) Students in these programs must participate in a military science individual study course or Professional Military Education during the periods of extended scholarship benefits. This means that each PMS needs to develop additional military science courses beyond the typical military science courses I through IV.
 - (c) If a fifth academic year of scholarship benefits is approved, students who accept extended scholarship entitlements must execute amended contracts that extend their active duty service obligation for a period of time equivalent to the length of the entitlement extension. Procedures for extension of benefits are located in CC Pam 145-1.
 - (d) These programs cannot confer two degrees. Dual degrees must be obtained simultaneously, not consecutively.
 - (e) Students enrolled in baccalaureate degree programs that require a 5th academic year will be limited to 4-year scholarship winners only.
- (6) **Active Duty Service Obligation:** 4-year scholarship Cadets receiving extended scholarship entitlements in excess of four years incurs an additional ADSO of 6 months for each additional semester or 4 months for each additional quarter.
- (a) This extended period of active duty, however, does not prohibit the Army's option to permit/offer Reserve Forces Duty to these Cadets under the terms of the ROTC scholarship contract.
 - (b) 3- and 2-year scholarship Cadets receiving extended scholarship entitlements do not incur additional obligations since their scholarship entitlements would not exceed 4 years.
- (7) **Eligibility Requirements for Extension of Scholarship Benefits, to include Summer Tuition.** The Cadet must:
- (a) Have a minimum 2.7 CGPA to demonstrate good academic proficiency.
 - (b) Maintain normal academic progression towards undergraduate degree requirements. Meeting minimum requirements to qualify as a "full-time" student for tuition purposes (normally 12 units per term) does not, by itself, demonstrate normal progression toward a degree.
 - Enrolling in 12 units per term does not equate to a full time student, if the Cadet withdraws, earns an F grade or otherwise does not earn 12 credit hours.

- (c) Not have repeated any courses to meet academic department or university requirements for minimum grades. Cadet must not be on academic probation or administrative suspension the preceding semester/quarter.
- (d) Attain a current term and cumulative ROTC GPA 3.0 or better.
- (e) Cadets must attend the same educational institution at which they are seeking the degree, or have a letter of acceptance from the institution indicating the hours taken at another institution will be accepted toward the degree. Payment is authorized only at the academic or host program.

(8) Extension of Benefits Ineligibility . The following circumstances make the Cadet ineligible for extended benefits:

- (a) Dual majors and to pursue minors that are not specifically required for the degree program.
- (b) Students who require additional course work due to a change of major.
- (c) Students who lost credits due to transferring schools (except in the event of a school closure), or students who require additional course work due to a transfer.
- (d) Poor grades (D's, F's, or I's) from the point of contracting.
- (e) Students in the masters/graduate degree program are ineligible for any extension of benefits. This is non-waiverable by law.
- (f) Remedial, background enrichment courses or make-up courses as a result of academic failure/difficulty are not authorized for payment.
- (g) Not maintaining normal academic progression IAW their original approved 104R NAPS.
- (h) Ike Skelton Scholarship or EAP recipients participating in the ECP.

b. Summer Benefits: Courses taken in summer must be an integral part of the Cadet's major field of study that are required for attainment of the Cadet's degree but are not offered during the academic year.

(1) Freshman: Summer Benefits are not available for Cadets who are classified as freshman (rising sophomores) unless they are enrolled in one of the approved language courses listed at Appendix N of CC Pam 145-1.

- (a) A freshman is not determined solely by how many credit hours are on the transcript for transferring students.
- (b) **Example:** if a Cadet transferred in with 30 credit hours, but none are accepted for the degree program and the Cadet is on

a 4-yr scholarship as an MSI, the Cadet is a freshman or rising sophomore for the purpose of summer benefits.

- (2) **Summer Credit Hours:** Cadets must register for and complete a minimum of six, but not more than 12 credit hours of course work **required** for the degree during the summer term. This authority is for only two summer sessions and is not authorized for the summer after the freshman year.
- (3) **One summer term equals one semester/quarter.** The use of summer benefits reduces the available extension of scholarship semester benefits. The completion of one or two summer terms reduces the fifth year of extended benefits. Thus, when one summer term has been authorized, only one additional semester or two quarters of extended benefits can be authorized.
 - (a) If a school holds more than one session during the summer, it is considered one term. **Example:** A school offers a four week session of summer classes, and then another session of summer classes following the first. The two sessions count as one term.
- (4) **Mandatory summer benefits.** Courses taken in summer must be an integral part of the Cadet's major field of study required for attainment of the Cadet's degree. Mandatory summer school is defined as courses only offered during the summer as per the academic catalog and cannot be taken at any other time during the academic year or as state mandated attendance at summer school.
- (5) **Term of NAPS for Summer Benefits.** If the Cadet desires summer benefits and wants to use an already authorized term of NAPS to either graduate early or pay for a later term themselves, the PMS will certify that the student has been counseled by signing the Academic Plan Counseling statement (CC Pam 145-1, App. B). This is not an extension of benefits.
 - (a) This election will use a term of NAPS, and the Cadet is ineligible for an extension of benefits. The signed document needs to be forwarded to HQCC, G-2, Incentives Division, through Brigade for processing for entry into CCIMS.
 - (b) Cadets must attend the same educational institution at which they are seeking the degree, or have a letter of acceptance from the institution indicating the hours taken at another institution will be accepted toward the degree. Payment is authorized only at the academic or host program.
 - (c) If the Cadet does not desire to utilize a term of NAPS and the summer session requires an additional term, then a request for extension of benefits must be submitted.

(d) Cadets electing to graduate early must be able to complete all ROTC Advanced Course requirements.

- (6) **Summer Language Hub Program.** Students enrolling in one of the approved language courses listed in Appendix N of CC Pam 145-1, one additional term will be added to their NAPS to prevent a possible migration due to the language requirement. However, if the student's major already requires 10 semesters or 15 quarters, this summer term cannot be paid.

c. Academic Discipline Change

- (1) **One Change of Major.** The PMS may grant one change of major with retention of scholarship benefits for all academic disciplines, except nursing and language scholarship Cadets and for Cadets changing from a major that requires five years to complete.
- (2) **Second Change of Major.** For a second change of major, the PMS may grant the change with retention of scholarship benefits, if the scholarship Cadet stays within the same academic discipline classification.
Example: mechanical engineer to civil engineer.
- (3) **Third Change of Major.** HQ USACC is the approval authority for any other requests for a second change of major and for Cadets who require more than two changes. All requests must be processed through brigade for the Commander's endorsement/recommendation.
- (4) **Five Year Degree.** HQ USACC is the approval authority for Cadets enrolled in five year degree plans who want to change their academic discipline to a major that requires less years to complete.
- (5) **Nurse Change of Major.** Recipients of nursing scholarships who are endorsed for a change of major by the Brigade Commander will be placed on Admin Suspension for one term and be retained as a line scholarship Cadet, provided they continue to meet retention requirements and funding is available. PMS's will counsel all Nurse Cadets in writing, using the Nurse Scholarship Counseling Form 4856 found in Appendix B in the CC Pam 145-1, at the time of contracting to ensure they understand this policy.
- (6) **Language Change of Major.** Recipients of Language scholarships who are endorsed for a change of major by the Brigade Commander will be placed on Admin Suspension for one term and be retained as a line scholarship Cadet, provided they continue to meet retention requirements and funding is available. PMS will counsel all Language Cadets in writing, using the Language Counseling Form 4856 found in Appendix B in the CC Pam 145-1, at the time of contracting to ensure they understand this policy.
- (7) **Exception to Policy.** Exception to policy for nurse and language change of major and those falling under [9-4a\(3\)](#) above must be submitted to Department of the Army, HQ U.S. Army Cadet Command, ATTN: ATCC-ROI, 1307 Third Avenue, Fort Knox, KY 40121-2725 or usarmy.knox.usacc.mbx.incentivesactions@mail within **30 days** of Cadet notifying the battalion of desire to change major.

d. Retroactive Benefit Requests. Retroactive benefits are paid to Cadets, who because of a system delay in the process, were unable to contract. Requests will

only be considered for one semester/quarter. Students will elect the option of Tuition and Fees or Room and Board reimbursement IAW [Para 2-7c](#).

- (1) Eligibility for retroactive benefits is based on the following information:
 - (a) The battalion scheduled the Cadet's physical examination at the time of application.
 - (b) The battalion initiated all administrative waivers at the time of application.
 - (c) The Cadet performs all follow-up actions (i.e. responds to remedials) within a timely fashion.
- (2) Conditional scholarship offers may not be made to an individual to begin in the same term. Example, student walks in first day of fall term and is interested in applying for a scholarship, the battalion will make the offer for spring term. If the student meets eligibility requirements prior to the end of fall term, student may be upgraded if brigade has available funding. Retroactive payment of benefits are not authorized.
- (3) Applicants who have not completed their scholarship eligibility requirements IAW [Para 2-4](#) within one year will not be eligible for retroactive benefits.
- (4) **IAW US Code, Title 10, subsections 2107 and 2107a**, retroactive stipend is not authorized for scholarship Cadets. Requests submitted for retroactive stipend will be returned without action.

e. Foreign Study. HQCC approves study abroad for scholarship Cadets for periods up to one year (two semesters or three quarters) provided the following eligibility and payment policies are understood.

- (1) **Eligibility:**
 - (a) The Cadet's academic institution must fully sanction the course of study at the foreign institution.
 - (b) The courses taken must be an integral part of the Cadet's major field of study required for attainment of the Cadet's degree and is mandatory for completion of the academic degree, by the school catalog.
 - (c) The Cadet's academic institution grants full credit for completion of the course toward completion of the degree program.
 - (d) The scholarship Cadet enrolls in PMS-approved Army correspondence courses or an individually tailored Military Science Distance Learning Program to meet military science requirements while studying abroad (excludes summer term study abroad).

- (e) The PMS monitors, through arrangements with the university, the Cadet's academic progress while attending the foreign study program.
- (f) The Cadet does not migrate as a result of a study abroad.
- (g) Study Abroad during an interim session i.e. winter break or summer break, require a NAPS. Therefore, approvals may be limited to those requests required for the academic major or by the school, or those meeting CULP eligibility requirements. Requests for one or two weeks normally are not cost effective for consideration and must have a compelling reason for approval.

(2) Payment:

- (a) The approved period of overseas study will not exceed the cost for the student to remain on-campus and take a comparable course load.
- (b) If the school requires the Cadet to pay the academic fee regardless of the study abroad fee, it must be indicated in the request.
- (c) Room and board costs associated the foreign study program are not authorized.
- (d) Program costs, visas and excursions are not eligible as an authorized expense. The program merely pays for tuition and fees, in some cases as approved airfare and travel to and from the airport see Paragraph 9-3e(3)below.
- (e) Federal (and if applicable for ARNG, State) Tuition Assistance may be used in conjunction with GRFD Dedicated USAR Scholarships. However, if state tuition and fees are paid to individuals on scholarship, they are ineligible for an ROTC scholarship for that term. The room and board option is prohibited by law as payment during periods of oversea study.

(3) Travel Reimbursement:

Travel expenses may be approved up to \$6,000 if the Study Abroad is located in a non-English speaking country. This travel authorization will not exceed a single trip to the destination and a single return trip, regardless of how many semesters are approved for study abroad.

- (a) All travel reimbursements will be limited to study abroad required by the major or school, with one exception:
 - If the study abroad is for the purpose of foreign language study of a DOD approved strategic language or a CLIP-B eligible language in a foreign country of that same language.

- **Note:** study abroad in countries where the common language is neither a DOD strategic language nor a CLIP-B eligible language will not be eligible for travel reimbursement (unless the study abroad itself is required by the major or school).
- (b) Any study abroad in countries deemed hostile to the United States (or where the threat condition is high) should not be approved by the Battalion or the Brigade.
- Such studies abroad will not be eligible for travel reimbursement because of the inherent danger to the Cadet.
 - However, if the Brigade AT/FP Officer has reviewed the study abroad and finds that the Cadet's request to study in that country is unwaiverable or unchangeable due to the requirements of a specific major or school, then the Brigade AT/FP Officer shall provide a memorandum addressing why the country of the proposed study cannot be exchanged for one of less inherent danger before the Brigade sends the request forward.

9-4. Exception to Policy: On a case-by-case basis, provisions of this regulation may be considered as an exception to policy unless prohibited by statute or Army regulation.

a. Explanation: An overriding reason for the exception to policy must be supported by explanation where it is not the fault of the Cadet.

b. Reconsiderations:

- (1) May only be submitted once.
- (2) Must provide new and compelling information not previously considered.
- (3) **Procedures:** Refer to CC Pam 145-1.

9-5. Scholarship Retention.

a. Guidance. Under certain conditions, the PMS must determine if the scholarship student is performing adequately enough to justify payment of tuition and fees. Scholarships are a privilege, not a right.

- (1) Scholarship Cadets who fail to meet scholarship retention standards will be immediately placed on administrative suspension, unless there are circumstances beyond the Cadet's ability to influence.
- (2) Based on the circumstances surrounding each case, the guidance contained in this regulation, and the Cadet's overall performance, the PMS must determine whether to place a scholarship Cadet on admin suspension, probation, request scholarship termination, or initiate disenrollment action.
- (3) Administrative suspension (which stops payment of benefits for one term) is the preferred tool to be used by the PMS rather than probation.

b. Probation.

- (1) In exceptional cases, probation may be used for those scholarship Cadets who do not meet retention standards due to mitigating circumstances beyond the Cadet's ability to influence.
- (2) A PMS who desires to use probation rather than admin suspension must request permission from the Brigade Commander by providing the rationale for the decision.
- (3) Probation cannot be used more than once. If retention standards are not met by the end of the term, the Cadet will be placed on admin suspension.
- (4) If a PMS elects to place a Cadet on administrative suspension and then decides probation is more appropriate for the school term after consulting the Brigade Commander, a request for lifting admin suspension must be processed through the brigade for final approval/disapproval at HQCC.

c. Administrative suspension

- (1) Administrative suspension will be used for (not all inclusive):
 - (a) Failure of the APFT or height & weight standard.
 - (b) Failure to maintain minimum 2.0 current and cumulative Academic GPA. After term corrections will not be considered.
 - (c) Failure to maintain minimum 2.0 current and cumulative ROTC GPA. After term corrections will not be considered.
 - (d) Failure to maintain full-time academic status as determined by the university.
 - (e) Progress toward a degree falls below what is normally required for graduation at the scheduled time without sufficient cause or justification. (**NOTE:** *This should be verified in writing from the respective department head, student academic advisor or other comparable university representative.*)
 - (f) Misconduct (e.g., such as Minor in Possession of Alcohol, discreditable incidents with authorities, etc)
 - (g) When requests for scholarship termination (with retention as a non-scholarship) or retention waivers (e.g., civil conviction, self-admitted drug use, etc.) are pending decision.
- (2) Cadets who do not meet the standard after consecutive terms of administrative suspensions, will be disenrolled from the program, and will be required to repay any scholarship benefits IAW CC Pam 145-4.
- (3) Lifting of administrative suspension for retroactive benefits where a Cadet corrects the action after the term of ineligibility, is not authorized.

Chapter 10, Guaranteed Reserve Forces Duty (GRFD) Program **TOC**

10-1. Description.

- a. The GRFD Program is comprised of the scholarship and Non-Scholarship options. The GRFD Program is mandatory for all GRFD scholarship Cadets to include the Ike Skelton ECP Scholarship recipients.
 - (1) GRFD is not available for campus-based scholarship Cadets unless their scholarship is converted to GRFD.
 - (2) GRFD is available for Non-Scholarship contracted Cadets.
- b. The GRFD Program is designed to attract Cadets who are interested in obtaining a commission in the ARNG or the USAR.
- c. The GRFD Program also allows Cadets to make a statement of early individual preference for RD. Those who satisfactorily participate are guaranteed to receive a RD duty assignment during the accession process. If a Non-Scholarship Cadet becomes interested in active duty, they may request to revoke their GRFD contract endorsement and compete for active duty during the accession process.
- d. Since the intent of the GRFD Program is to encourage interest in the RC, satisfactory participation in the SMP is required of all GRFD Cadets.

10-2. Responsibilities.

a. USACC

- (1) Determine the number of GRFD contract endorsements allocated for each mission set. This will be accomplished by setting GRFD ceilings identified within the annual USACC mission memorandum.
- (2) Issue GRFD Control Numbers for ROTC Contract Endorsements when requested by ROTC PMS. Monitor the status of the GRFD Program by maintaining a GRFD Cadet Database.
 - (a) The GRFD Control Number is the only guarantee that the Cadet has to ensure a RD assignment during the accession process. It is a unique 7-character, alphanumeric sequence assigned to a particular Cadet and placed in CCIMS. It is designed to track Cadet contract endorsements by mission set. This number should remain with the Cadet until he/she is commissioned and released from HQ, USACC.
 - (b) Control numbers will only be issued after the contract has been initiated. Once all numbers have been issued, the GRFD Program option will be closed for that mission set, unless additional allocations have been requested and approved.
- (3) Enter all control numbers into CCIMS, Student Management Module.
- (4) Post changes of GRFD status to CCIMS such as voided or revoked GRFD Control Numbers.

- (5) Act as the final approval authority for revocation of GRFD Cadet Contract Endorsements. (The revocation process is further discussed in [Para 10-7.](#))

b. PMS

- (1) Inform prospects and Cadets of the GRFD Program.
- (2) Ensure prospects are completely qualified to participate in the GRFD Program before requesting a control number and executing the GRFD contract endorsement.
- (3) Ensure the SMP agreement (ARNG - [NGB Form 594-1](#) or USAR - [DA Form 4824-R](#)) with the RC unit is completed and RC unit information is in CCIMS before attempting to contract a Non-Scholarship SMP Cadet.
- (4) Ensure SMP contract is accurate and completely filled out.
- (5) Request and process request for Non-Scholarship prospects/Cadets who are interested in and eligible for the GRFD Program.
- (6) Counsel Cadets who request a Non-Scholarship GRFD contract or an Ike Skelton ECP Scholarship contract that in order to be revoked the requests must be approved by G2 Cadet Command and are not guaranteed.
- (7) Process requests for revocation ([CC Form 204-R](#)) of the Non-Scholarship GRFD Cadet Contract Endorsement ([CC Form 202-R](#)) before submitting the Cadets accession packet to Cadet Command for the National OML Ranking process and the DA/ROTC Selection and Branching Board NLT **1 September** or as specified by the accession circular guidance, of the Fall that the Cadet is to be accessed by the DA Branching and Selection Board.

c. Cadet

- (1) Enter into a SMP agreement with an ARNG or USAR unit at the earliest possible time during the semester/quarter when contracting with ROTC, NLT the last day of the semester/ quarter.
- (2) Remain a satisfactory participant in the SMP RC unit.
- (3) Complete all academic requirements necessary for the receipt of a baccalaureate degree before commissioning, maintaining a minimum 2.0 GPA.
- (4) Complete all academic requirements necessary for the receipt of an Associate's Degree before commissioning if attending a MJC and enrolled in the ECP.
- (5) Successfully complete all ROTC requirements necessary for commissioning within 4 semesters of contracting in ROTC with a minimum 3.0 GPA.
- (6) Lieutenants commissioned through the ECP at a MJC must also complete academic requirements for a baccalaureate degree within 5

years after starting the Ike Skelton ECP Scholarships program.

- (7) Request RD when completing the ROTC accessions packet, [Cadet Command Form 67-9-1-R](#), ROTC Cadet Accession Management Sheet, Block 17, Duty Preference, unless the GRFD Cadet Contract Endorsement has been revoked.
- (8) Inform the RC chain-of-command of projected commission date to facilitate appointment into the ARNG or USAR and subsequent assignment to the RC.

10-3. Eligibility.

- a. **ROTC Enrollment.** To enter the program, a Cadet must be fully eligible to enroll and contract as a MSL II or III Cadet in the ROTC Advanced Course. GRFD Contract Endorsements will not be completed on conditional Cadets.
- b. **GRFD Contract Endorsement.** Based on availability, GRFD contract endorsements may be requested and issued as late as **1 September** of the Fall that the Cadet is to be accessed by the DA Branching and Selection Board. GRFD contract endorsements are given to scholarship Cadets as first priority and issued to Non-Scholarship Cadets on a first-come, first-serve basis as long as allocations from the BDEs are available.
- c. **Campus-Based Scholarship Cadets.** Campus-Based scholarship Cadets may not participate in the GRFD Program unless they have their scholarship converted to GRFD, which can be done after the first ROTC class taken in their Sophomore year.
- d. **Ineligible.**
 - (1) All Green-to-Gold scholarship and non-scholarship Cadets are ineligible to participate in the GRFD Scholarship program or receive GRFD scholarship benefits.
 - (2) National scholarship winner in their first year (Freshman) of school are ineligible to receive GRFD scholarship benefits unless they are part of the MJC 2 plus 2 program.

10-4. Guidelines.

- a. **Participation.** Participation in the SMP is mandatory for all GRFD Cadets, unless area RC units are over strength and are unable to accept SMP participants. The Cadet must seek placement into an RC unit at the earliest possible time. While the Cadet is expected to participate in the SMP, the Cadet will not be penalized if RC unit positions are not available.
- b. **Breach of Contract.** Cadets will be considered in breach of the GRFD Cadet Contract Endorsement, if they refuse to participate in the SMP when RC unit vacancies exist. The ROTC PMS will make a determination, if a breach has taken place, initiate the appropriate board action to revoke the Cadets GRFD status and disenroll the Cadet.
- c. **Non Scholarship.** Non-Scholarship GRFD participants incur an 8-year statutory obligation (6 in active drilling status and the final 2 in IRR) from the date of commission.

- d. Scholarship.** Scholarship GRFD participants and Ike Skelton ECP Scholarships winners incur an eight-year statutory obligation (all in active drilling status) from the date of commission.
- e. SMP.** Soldiers who are already members of a RC unit must participate in the SMP if they want to join ROTC unless they are a winner of a non-GRFD scholarship. Non-scholarship SMP Cadets may voluntarily elect the GRFD option.

10-5. GRFD Scholarship Program.

- a. Description.** GRFD and Dedicated ARNG/ USAR scholarships are available for those Soldiers/Cadets who are interested in serving in the ARNG/USAR upon commissioning. Acceptance of these scholarships requires participation in the SMP. Information regarding the SMP can be found in [Chapter 11](#).
- (1) GRFD Scholarship Allocations.** All GRFD and Dedicated ARNG/ USAR scholarships are allocated to the BDEs. To compete for these scholarships, ROTC battalions must coordinate with their ROTC BDE headquarters.
- (2)** Scholarship money can be used for either Room and Board or Tuition and Fees but not both.
- (a) If Scholarship money is used towards Room and Board, Federal (in addition if applicable State, re: ARNG) Tuition Assistance can be used in conjunction with Scholarship money to pay for tuition. Room and Board amounts are monies paid directly to the Cadet and is determined by an average or aggregate of the area.
- (a) If Scholarship money is used for Tuition and Fees, then Federal/State Tuition Assistance cannot be used for Room and Board.
- b. GRFD Scholarship Types.** Applicants must meet all eligibility requirements as stated in [AR-145-1](#), Para. 3-34, and [CCR 145-1](#).
- (1) 2YR GRFD (ARNG/USAR)**
- (a) This program consists of 2-year undergraduate or 2-year graduate degree scholarships.
- (b) The Adjutant General (ARNG)/Regional Readiness Command (USAR) and ROTC Brigades are responsible for marketing and utilizing GRFD Scholarships.
- (c) Applicants must be members of the ARNG/USAR or be willing to join the ARNG/USAR as an SMP participant.
- (d) Individuals selected for a GRFD Scholarship must serve their eight-year military service obligation in either the ARNG or USAR (one weekend a month and a two-week annual training period each year) except for period(s) of active duty required to obtain branch qualification (i.e. BOLC) or related to mobilization.

- (e) Chapter 30 MGIB, Chapter 1606 Selected Reserve and Chapter 1607 MGIB benefits may be used in addition to the GRFD Scholarship benefits.
- (f) Federal (and if applicable for ARNG, State) Tuition Assistance may be used in conjunction with this Scholarship.

(2) GRFD Dedicated (USAR/ARNG)

- (a) This program consists of a 3-year, 3-year advance designee, 2.5-year, or 2-year undergraduate degree scholarships and a 2-year graduate degree scholarships.
- (b) **ARNG:** TAGS and ROTC battalions are responsible for marketing and utilizing GRFD Dedicated ARNG scholarships. Applicants must be members of the ARNG or be willing to join the ARNG as an SMP participant.
- (c) **USAR:** RRCS and ROTC battalions are responsible for marketing and utilizing GRFD Dedicated USAR scholarships. Applicants must be members of the USAR or be willing to join the USAR as an SMP participant.
- (d) Individuals selected for the GRFD Dedicated Scholarship must serve their eight-year military service obligation in the USAR/ARNG in an active drilling capacity (one weekend a month and a Two-week annual training period each year) except for period(s) of active duty required to obtain branch qualification (i.e. Basic Officer Leadership Course (BOLC)) or related to mobilization.
- (e) Chapter 30 Montgomery GI Bill (MGIB) benefits may be used in addition to the GRFD Dedicated scholarships.
- (f) Federal (and if applicable for ARNG, State) Tuition Assistance may be used in conjunction with these scholarship benefits.
- (g) Chapter 1606 Selected Reserve Montgomery GI Bill (MGIB) or Chapter 1607 MGIB benefits cannot be used with this scholarship.

(3) GRFD Nurses

- (a) HQ USACC, DCG is the approving authority for the GRFD Nurse Program. GRFD Nurses do not count towards the nurse mission; they count towards the USAR or ARNG mission.
- (b) All GRFD scholarship and non-scholarship nurse applicants and non-scholarship contracted Cadets requesting conversion to GRFD will be submitted to HQ USACC Reserve Component Program Manager (ARNG or USAR) for processing.
- (c) Conversions of scholarship nurses to GRFD are not authorized, no exceptions.
- (d) Conversions of non-scholarship nurses to GRFD after the first semester of contracting are not authorized. All conversions,

regardless of when requested, must be submitted to the HQ USACC RC Program Manager (ARNG or USAR).

- (e) See CC Pam 145-1 for instructions on how to submit for a GRFD control number or scholarship for nurse majors (JXX).

c. Eligibility Requirements. Applicants for these programs must meet all eligibility requirements as stated in [AR-145-1](#), Paragraph 3-34, and [CCR 145-1 Paragraph 2-4](#).

10-6. Ike Skelton Early Commissioning Program.

a. Program. To be considered a military college or military junior college for the purposes of this section, a school must be a civilian postsecondary educational institution essentially military in nature and meet such other requirements as the Secretary of the Army may prescribe. For purposes of this section, a military junior college does not confer a baccalaureate degree.

- (1) This program consists of 2-year associate degree scholarships. The students must sign an addendum to the contract indicating their agreement to transfer to a four-year baccalaureate producing university with Army ROTC upon completion of MSL IV.
- (2) USACC is required by law to contract a minimum of 22 Cadets, per mission set, into the USAR or ARNG at each MJC by using scholarship types which support the USAR or ARNG.
- (3) HQ USACC will issue GRFD control numbers for these scholarship winners when the MJC PMS notifies the GRFD Scholarship Program Manager of the applicant's selection.

b. Military Service Obligation. Individuals selected for Ike Skelton scholarships must serve their eight-year military service obligation in either the ARNG or USAR unless GRFD revocation was approved and the ECP 2LT was assessed onto Active Duty. They must serve in an active drilling capacity (one weekend a month and a two-week annual training period each year) except for period(s) of active duty required to obtain branch qualification (i.e. BOLC) or related to mobilization.

c. SMP. Cadets at MJC have the option to become an SMP troop program unit member. This decision must be made at the time a control number is requested. If a Cadet joins the SMP program, then all SMP rules must be followed.

- (1) **Scholarship.** These Cadets must be counseled regarding this requirement prior to MJC requesting a scholarship control number for this applicant. PMS's are responsible for assisting those Ike Skelton Scholarship recipients who choose to participate in the SMP with finding USAR or ARNG units. Ike Skelton Scholarship recipients who choose to participate in the SMP must start drilling with their unit prior to end of the term their scholarship starts.
- (2) **Non Scholarship.** Non-scholarship Cadets at a MJC have an option to become or not become a SMP troop program unit (TPU) member.

d. Waivers. Waiver requests for any waiverable items in paragraph [2-4](#) will only be considered if the PMS submits an analysis of how that underlying deficiency will

impact the Cadet's performance in their Corps of Cadets, their academics at the MJC, and the Cadet's performance at LDAC.

- e. **Revocation.** Ike Skelton Scholarship Cadets from a MJC who wish to revoke their GRFD Cadet Contract Endorsement and compete for an active duty selection must request revocation of the GRFD endorsement through the BDE by **1 September** of the Fall in which they are to be accessed by the DA/ROTC Selection and Branching Board, using [CC Form 204-R](#) (Revocation of the GRFD Cadet Contract Endorsement).
- f. **Transfer.** Transfer of Scholarship recipients into or out of the Ike Skelton ECP is prohibited by law.

10-7. Revocation of GRFD Control Numbers.

- a. **Non Scholarship Cadets.** Non-Scholarship GRFD Cadets who wish to revoke their GRFD and Ike Skelton Scholarship Cadets from a MJC who wish to revoke their GRFD Cadet Contract Endorsement and compete for an active duty selection must request revocation of the GRFD endorsement through the BDE by **1 September** of the Fall in the year in which they are to be accessed by the DA/ROTC Selection and Branching Board, using [CC Form 204-R](#) (Revocation of the GRFD Cadet Contract Endorsement).

- (1) The PMS will forward Cadet requests for revocation through their BDE to HQ, USACC (**ATCC- ROI**), for consideration. This must be completed before transmitting the Cadet's accession packet to the National OML Ranking process and DA/ROTC Selection and Branching Board.
- (2) GRFD Cadets who request and are selected for active duty may be liable and subject to recoupment for any benefits received from the SRMGIB, MGIB Kicker, federal tuition assistance, and ARNG state tuition assistance programs. SMP Cadets must be counseled on this fact before initiating a revocation request.

- b. **Scholarship Cadets.** GRFD ARNG/USAR, and Dedicated ARNG/USAR scholarship Cadets cannot revoke their GRFD endorsement to compete for an active duty accession, the only scholarship exception are Ike Skelton ECP Scholarships Cadets.

- c. **Approval Authority.** The CG, USACC, or designee, is the final approving authority for revocation requests. Revocation of the GRFD contract is not guaranteed. Suspense date of **1 September** will be strictly adhered to.

10-8. GRFD Scholarship Conversions.

- a. **Line Scholarship Conversion.** If an individual has been offered a 2-year Campus Based or LTC Scholarship and desires a GRFD scholarship, they may request conversion of their Campus Based or Basic Camp scholarship to a GRFD ARNG or USAR scholarship. Request conversion by submitting a Request for Conversion to GRFD or Dedicated ARNG or USAR Scholarship ([CC Form 226-R](#)), to **Commander, USACC, (ATCC-ROI), Fort Knox, KY 40121-5719.**

- (1) Scholarship winners who have more than 4 semesters (6 quarters) remaining prior to commissioning/graduation are prohibited from

converting to a 2-Year GRFD scholarship. They would be eligible for the dedicated scholarship up to 6 semesters (9 quarters).

- (2) Scholarship winners who have more than 6 semesters (9 quarters) remaining prior to commissioning/graduation are prohibited from converting to a dedicated ARNG or USAR scholarship.

b. Nurse Scholarship Conversions. Conversions of scholarship nurses to GRFD are not authorized, no exceptions.

c. SMP Agreement. PMS will assist the converted Cadet to obtain a SMP agreement from a Unit within 3 months. If Cadet has not been placed into a Unit, then the PMS must contact the Program Manager at HQCC to assist in finding a Unit.

Chapter 11, Simultaneous Membership Program TOC

11-1. Objective. To provide ROTC graduates for the Reserve Component. The objective of the SMP has not changed since it was initiated in 1979. An implied and supporting objective is to increase enrollment in the ROTC Advanced Course and to better prepare Army lieutenants for integration into the total Army concept.

11-2. Description.

- a. By definition, the SMP Cadet is a reserve officer trainee assigned to an RC TPU, while simultaneously participating as a contracted Cadet in the ROTC Advanced Course or MS II level of military instruction taught at a university or college.
- b. The ROTC/SMP is a volunteer officer training program designed to increase the number of ROTC officers available for Reserve Forces Duty (RFD). It allows simultaneous enrollment and participation in the ROTC MS (II, III and IV) and enlistment in the RC. It provides the future officer with leadership and RC unit experience.
- c. Enlisted members of the ARNG or USAR cannot be contracted into the ROTC Advanced Course or MS II until they have elected to participate in either the SMP or be discharged from the TPU. At this time, they must reenlist in the USAR Control Group (ROTC).
- d. Enlisted members of the ARNG or USAR must be discharged from TPU to accept campus based ROTC scholarships and reenlist in the ROTC control group. They must have their scholarship converted to ARNG or USAR before they can SMP.

11-3. Responsibilities.

a. USACC.

- (1) The CG, USACC establishes policy governing Cadet Command personnel in the implementation of the SMP within the command.
- (2) The Assistant Chiefs of Staff; RC (ACS-ARNG and ACS-USAR), Cadet Command, advise the command on SMP matters and provides assistance as required with their respective component, establishes policy governing the execution of the SMP, and monitors the SMP in accordance with appropriate directives and guidance.

b. PMS

- (1) Manage the SMP in their battalion.
- (2) Request support from surrounding ARNG and USAR units for the university/colleges SMP.
- (3) Supervise all SMP participants.
- (4) Interview and counsel prospective SMP Cadets concerning reserve unit assignment during participation in the program and post commission options.
- (5) Ensure that contracted ROTC Cadets belonging to a TPU have a SMP status.
- (6) Ensure that Cadets are processed for participation in the SMP.
- (7) Ensure that all GRFD, Dedicated Army National Guard, Dedicated Army Reserve and Ike Skelton ECP scholarship recipients participate in the SMP.
- (8) Encourage local unit commanders to market GRFD, Ike Skelton ECP and Dedicated ARNG/USAR scholarships to unit personnel.
- (9) Coordinate with appropriate authorities to ensure RC Soldiers electing to participate in the SMP are discharged and reenlist in the USAR Control group (ROTC) prior to contracting as ROTC Cadets.
- (10) Verify that the TPU processes the necessary paperwork to place SMP Cadets at pay grade E-5, or higher where appropriate (AR 601-210, Para 9-14a (3); NGR 600-100, Paragraph 13-5b, c).
- (12) Verify that SMP Cadets are supervised in their TPU by commissioned officers. When necessary, advise TPU commanders when Cadets are not being utilized and trained properly to ensure SMP Cadets get the best possible leadership experience.
- (13) Provide the Cadet's unit commander with a copy of the ROTC battalion's training schedule and obtain a copy of the unit's weekend drill schedule for the year. Resolve training schedule conflicts between the ROTC battalion and the TPU.
- (14) Conduct periodic reviews of reserve strength reports and officer vacancies with unit administrators and strength management officers located at each JFHQ for the National Guard and RRC for the USAR to facilitate assignment of Cadets in the SMP and reserve components upon commission.
- (15) Conduct visit (at least annually) with the TPU commander to observe SMP Cadets during inactive duty training (IDT) periods if possible.
- (16) Conduct coordination (each semester) with the TPU commander. This should provide an opportunity to review with the TPU commander, the Cadet's performance and participation as an officer trainee, and coordinate with the TPU commander to insure responsibilities are met.
- (17) Counsel MS IV Cadets during the preparation of accession packets concerning the completion of **ROTC Cadet Evaluation Worksheet Series**

67-9. Guidance concerning RC force structure, locations of major troop units in the Cadet's projected area of residence, and branch opportunities within the respective components should be provided.

- (18)** Serve as a liaison between Cadet Command elements and TPU by providing continuous coordination, assistance, and negotiation. Refer unresolved issues to the appropriate RC Assistant Chief of Staff.
- (19)** Ensure that CCIMS is updated and telecommunicated to HQCC in a timely manner to reflect any and all changes related to SMP status for Cadets.
- (20)** Assist the Cadet obtain a SMP agreement from a Unit within 3 months. If Cadet has not been placed into a Unit then the PMS will contact the RC Program Manager at Cadet Command to assist in finding a Unit.

c. Cadet. Cadets will be academically aligned. Those completing ROTC requirements, including required Professional Military Education (PME) courses, but have not completed requirements for their baccalaureate degree, will be placed in completion status and will be processed for accessioning based on their graduation date. The only exception to the above are MJC graduates. A Cadet enrolled at an MJC who has completed all ROTC requirements may be commissioned under the ECP upon graduation from the MJC.

11-4. Eligibility.

a. Participation. For a Cadet to participate in the SMP, the individual must:

- (1)** Be a U.S. citizen.
- (2)** Be fully contracted in the ROTC Advanced Course or contracted as an MS II Cadet.
- (3)** Be eligible for enlistment in or already assigned to, an ARNG or USAR unit as an officer trainee and have completed an SMP agreement. For ARNG/SMP applicants, the SMP agreement is executed on NGB Form 594-1, which is found in NGR 600-100, Figure 13-2. DA Form 4824-R is used for USAR/SMP applicants.
- (4)** Attain sophomore class standing and enrolled as a full-time student in a course of instruction leading to a baccalaureate or advanced degree. (Not applicable for students enrolled in an MJC.)
- (5)** Attain and maintain a cumulative grade point average (GPA) of at least 2.0 on a 4.0 scale (2.5 GPA if recipient of a GRFD or Dedicated Scholarship).
- (6)** Be of good moral character.
- (7)** Meet medical fitness standards of AR 40-501 as prescribed in AR 145-1.
- (8)** Meet height and weight standards of AR 600-9.
- (9)** Have completed basic combat training (BCT), ROTC LTC, or MS I on campus, if enlisted, in ARNG/USAR unit prior to enrollment in the ROTC Advanced Course.

- (10) Completion Cadets remain eligible to participate in the SMP if they were participating in the program while enrolled in the ROTC Advanced Course. Completion Cadets are not eligible to participate in the program if they were not enrolled prior to becoming a completion Cadet.

b. Ineligibility. The following guidelines are provided to assist in determining a Cadet's ineligibility to participate in SMP:

- (1) Cadets who are recipients of a 2-, 3-, or 4-year Green to Gold Scholarship; 2- or 3-year Campus-Based Scholarship; or 4-year National Scholarship.
- (2) 2- and 3-year Campus-Based and 4-year National Scholarship recipients can convert to 2-YR, 2.5 YR, and 3-YR GRFD or the Dedicated ARNG or USAR Scholarship to become eligible for the SMP Program through the GRFD Scholarship Program.
- (3) Green to Gold Scholarship recipients are not eligible to convert to the Dedicated Scholarship to become eligible for the SMP Program through the GRFD Scholarship Program unless an exception to policy is granted by CG HQCC.
- (4) Warrant Officers are excluded from participating in the SMP.

11-5. Early Commissioning Program/Completion Cadet Program.

a. Early Commissioning Program. A Cadet enrolled at an MJC who has completed all ROTC requirements may be commissioned under the ECP upon graduation.

- (1) HRC assigns ECP lieutenants to USAR units or transfers them to the local National Guard JFHQ for appointment and assignment to ARNG units. In those cases where an MJC ECP candidate has coordinated with a USAR or ARNG unit in the area of the four-year school he/she plans to attend, and has been accepted to fill a vacancy in the unit, the following documents should be forwarded through HQCC to HRC prior to commissioning:
 - (a) Letter of acceptance from a four-year school.
 - (b) Memorandum of Understanding (MOU) between ECP Lieutenant and USACC.
 - (c) Letter of acceptance from unit that identifies (TOE) (TDA) paragraph and line number for the officer vacancy.
 - (d) DA Form 4651-R (or NGB Form 60 for ARNG units) will be attached to the letter of acceptance from the unit. This form will be prepared by the RC unit IAW AR 140-10 and endorsed by the RC command level authorized to approve assignments.
 - (e) See CC Reg 145-9, Accessioning and Commissioning, dated Aug 99, for other documents required prior to and after commissioning.
- (2) MJC commissionees who have not secured a lieutenant position in an RC unit prior to graduation and commissioning from the MJC will request the assistance of the gaining PMS at the four-year institution in finding unit vacancies at ARNG and USAR units in the area. In such cases, the DA Form 4651-R and the unit letter of acceptance will be processed through the unit's

command channels to HRC for assignment to the USAR unit or transfer to the ARNG for appointment and assignment.

b. Completion Cadet Program. SMP Cadets who are in a completion status may continue their SMP status in their ARNG or USAR unit. Only Completion Cadets who were previously SMP participants may continue to participate after all ROTC course requirements are completed.

- (1) Completion Cadets who continue participating in the SMP retain their unit pay and any benefits to which they are entitled through unit membership. They do not receive an ROTC subsistence allowance.
- (2) Cadets must remain satisfactory participants in their units, and may remain in a completion Cadet status no more than 24 months unless proper authority grants an extension.

11-6. Auxiliary Information.

a. Grade. SMP participants will be paid in Grade E-5. Members of USAR or ARNG units who held a higher grade prior to becoming an SMP participant will continue to be paid at the higher grade. SMP participants who are disenrolled from the ROTC Advanced Course will return to the pay grade held prior to SMP participation.

b. Rank. Commanders will ensure that officer trainees are afforded the same respect and courtesy (except saluting) normally reserved for commissioned officers of the United States Armed Forces.

- (1) Officer trainees will be addressed as Mister, Ms, or Cadet.
- (2) Officer trainees will be expected to salute all officers and warrant officers.

c. Incentives.

- (1) All Selected Reserve Incentive Programs that could apply to potential SMP participants listed above are terminated when the individual enters the ROTC/SMP on enrollment in the ROTC Advanced Course or becomes an assigned member of Control Group (ROTC).
- (2) Individuals who were eligible for MGIB benefits prior to contracting in the ROTC Advanced Course do not lose their eligibility simply based on contracting. These Cadets will also be eligible to receive the MGIB SMP Kicker if otherwise qualified. This includes Cadets who are receiving financial assistance under an Ike Skelton Scholarship (Title 10, U.S. Code 2107a).
- (3) Dedicated scholarship Cadets presently cannot simultaneously receive CH 1606 and 1607 MGIB and scholarship benefits. These Cadets cannot receive the MGIB SMP Kicker if otherwise qualified.
- (4) Cadets participating in the SMP are also eligible to receive federal and state tuition assistance if otherwise qualified.

d. SMP TPU Size Guidance.

- (1) Officer trainees may be assigned to one unit and attached elsewhere to facilitate training; e.g., a unit geographically closer to the ROTC battalion.

- (2) The total number of officer trainees drilling with a USAR TPU will not exceed three SMP members per commissioned officer supervisor. The Cadet will be assigned as over-strength against that officer position.
- (3) Unique ARNG requirements:
 - (a) ARNG authorizes assignment of SMP participants on the basis of commissioned officer vacancies, or projected vacancies within the unit.
 - (b) This includes authorized over-strength positions. The total number of SMP participants per state will not exceed four percent of wartime required aggregate (officer and enlisted) strength without prior approval of the Chief, National Guard Bureau.
 - (c) The unit commander will determine the number of ARNG SMP members based upon the number that can be effectively supervised and trained.
 - (d) SMP members may be attached to other units, but the State MILPO must control the total number attached.

e. Training Priorities (USAR)

- (1) All ARNG-SMP members are required to attend both AT and ROTC LDAC. When the dates conflict, priority will go to the ROTC LDAC and AT attendance will be rescheduled IAW NGR 350-1. Commanders will interview all officer trainees to determine the best time to reschedule their AT. AT rescheduling will not conflict with college classes or course work.
- (2) Attendance at ROTC airborne or air assault is encouraged and authorized. Constructive credit will be used to report these members on DA Form 1379 for IDT or AT.
- (3) UTA/Weekend Drills. If conflicts occur between a unit drill weekend and an ROTC FTX, Dining In, or military ball, the following applies:
 - (a) If the ROTC event is part of the required program of instruction in MS III or MS IV, attendance is mandatory for the officer trainee and the ROTC training will have priority. However, the officer trainee is responsible for notifying the unit in advance and providing a training attendance certificate. The PMS must also verify that the ROTC training was performed.
 - (b) If the ROTC training is not part of the required program of instruction and is voluntary, the ARNG weekend drill will have priority.
 - (c) When a weekend drill is missed, the unit commander has the option to grant a SUTA which authorizes normal drill pay, authorize an excused absence (no pay involved), or authorize equivalent training for pay. A SUTA or ET may be authorized for duties performed with ROTC.

Section I Required Publications (Inspectable Items)

- a. [AR 40-29](#), Medical Examination of Applicants for U.S. Service Academies, Reserve Officers' Training Corps Scholarship Programs, Including the Air Force, Army, and Navy Two- and Three-Year College Scholarship Program, and the Uniformed Services University of the Health Sciences
- b. [AR 40-501](#), Standards of Medical Fitness
- c. [AR 135-100](#), Appointment of Commissioned and Warrant Officers of the Army
- d. [AR 145-1](#), Senior ROTC Program: Organization, Administration, and Training
- e. [AR 601-25](#), Delay in Reporting For and Exemption From Active Duty, Initial Active Duty Training, and Reserve Forces Duty
- f. [AR 601-141](#), U.S. Army Health Professions Scholarship Program
- g. [AR 635-10](#), Processing Personnel for Separation
- h. [AR 635-200](#), Enlisted Personnel
- i. [Cadet Command Reg 145-3](#), ROTC Pre-commissioning Training and Leadership Development
- j. [Cadet Command Reg 145-4](#), Marketing, Advertising, and Publicity to Support Enrollment
- k. [Cadet Command Reg 145-5](#), U.S. Army ROTC Basic Camp
- l. [Cadet Command Reg 145-6](#), Green to Gold Prospecting
- m. [Cadet Command Reg 145-9](#), ROTC Accessioning and Commissioning
- n. [Cadet Command Reg 145-10](#), Guaranteed Reserve Forces Duty Program
- o. [Cadet Command Reg 145-12](#), Cadet Data Base (under revision)
- p. [Cadet Command Pam 145-1](#), ROTC Army ROTC Incentives Procedures
- q. [Cadet Command Pam 145-4](#), PMS Guide for Enrollment, Retention, and Disenrollment
- r. [Reserve Officers Training Corps/DODMERB Guide of Medical Processing](#)
- s. [USAREC Regulation 601-37](#), Army Medical Department Recruiting Program
- t. [USAREC Regulation 601-105](#), Health Professions Scholarship Program Instruction Handbook on Applicant and Selectee Processing
- u. [DA Pamphlet 611-21](#), Military Occupational Classification and Structure
- v. **USACC Circular 601-05-01**, Personnel Procurement ROTC Procurement FY 2005

**Section II
Related Publications**

- a. [AR 25-400-2](#) (The Modern Army Recordkeeping Systems (MARKS))
- b. [AR 600-8-2](#) (Suspension of Favorable Personnel Actions)
- c. [AR 600-9](#) (The Army Weight Control Program)
- d. [AR 600-43](#) (Conscientious Objection)
- e. [AR 601-210](#) (Regular Army and Army Reserve Enlistment Program)
- f. [National Guard Regulation 600-100](#) (Commissioned Officers Federal Recognition and Related Personnel Actions)
- g. [National Guard Regulation 600-200](#), Enlisted Personnel Management
- h. **Marketing Action Plan**

Appendix B, Glossary

Section I Abbreviations

ACRONYM	Description
ADM	Academic Discipline Mix
ADO	Active Duty Option
ADSO	Active Duty Scholarship Option
AFCEA	Armed Forces Communications and Electronics Association
AFS	Active Federal Service
APFT	Army Physical Fitness Test
AR	Army Regulation
ARNG	Army National Guard
ASI	Additional Skill Identifiers
BEUM	Battalion End User's Manual
BNC	Brigade Nurse Counselor Cadet Command
CCIMS	Cadet Command Information Management System
CES	Cadet Evaluation System
CG	Commanding General
CGPA	Cumulative Grade Point Average
CONUS	Continental United States
CRB	Cadet Record Brief
DODMERB	Department of Defense Medical Examination Review Board
EPS&N	Engineer, Physical Science and Nursing
GPA	Grade Point Average
GRFD	Guaranteed Reserve Force duty
HBCU	Historically Black College/University
HCR	Health Care Recruiter
HPSP	Health Profession Scholarship Program
HQ's USACC	Headquarters, U.S. Army Cadet Command
HRC	Human Resource Center
IAW	In Accordance With
IRR	Individual Ready Reserve
JFTR	Joint Federal Travel Regulation
LDAC	Leader Development and Assessment Course
LOA	Leave of Absence
LTC	Leader's Training Course
MGIB	Montgomery GI Bill
MJC	Military Junior College
MSL	Military Science Level
MOS	Military Occupational Skill
NACLC EPSQ	National Agency Check, Local Agency Check, and Credit Check
NAPS	Normal Academic Progression System
NCLEX-RN	National Council Licensure Examination for Registered Nurses
OBC	Officer Basic Course
PFT	Presidential Fitness Test
PMS	Professor of Military Science

Section I **TOC**
Abbreviations (continued)

ACRONYM	Description
ROTC	Reserve Officers' Training Corps
RRC	Regional Readiness Command (USAR)
SAL	Scholar-Athlete-Leader
SAT	Scholastic Aptitude Test
SLRP	Student Loan Repayment Program
SMP	Simultaneous Membership Program
SY	School Year
TAG	The Adjutant General (ARNG)
USACC	U.S. Army Cadet Command
USAR	U.S. Army Reserve
USAREC	U.S. Army Recruiting Command

Section II
Terms

a. Academically and Militarily (ROTC) Aligned. Status of an ROTC Cadet who has completed a similar number of college academic and ROTC classes and has a like number of years remaining for degree and ROTC completion; i.e., MSL I Cadet would be an academic freshman, MSL II Cadet an academic sophomore, MSL III Cadet an academic junior, and MSL IV Cadet an academic senior. Cadets in a documented five-year degree program and receiving extended benefits are classified as MSL V. Contracted Cadets who have completed all ROTC requirements but have not completed baccalaureate degree requirements are classified as completion Cadets.

b. Advanced Designated Scholarships. The 3-year scholarships awarded to highly qualified 4-year applicants provided they meet established criteria. The 2-year scholarships awarded to highly qualified 3-year applicants provided they meet established criteria.

c. Alternate. An applicant declared eligible by HQ'S USACC but did not receive a scholarship from available allocations/funds or the adjustment pool.

d. Conditional Winner. An applicant who has been selected to receive a scholarship. However, due to an unresolved medical and/or administrative problem, the award is not final. Award must be final and notification received prior to contracting as a scholarship Cadet.

e. Cooperative Program: A work/study program that causes a student to take more

than four normal academic years to complete.

f. Dedicated Scholarships. Scholarships dedicated by law or regulation to a specific group of schools or individuals.

g. Enrolled Cadet. Any individual currently enrolled in an ROTC who has signed [CC Form 139](#) (Army ROTC Loyalty oath and Conscientious Objector Statement).

h. Mission Set. The commissioning date of the Cadet based on the calendar year determines a Cadet's mission set. Mission Set year runs from 1 Oct - 30 Sep, i.e., 15 May 05 commissioning date places a Cadet in Mission Set 05. 15 Dec 05 commissioning date places a Cadet in Mission Set 06.

Section II 
Terms (continued)

i. Nonenrolled Student. Any individual not currently enrolled in an ROTC Military Science Course. If student has completed some MSL courses but is not currently taking MSL, he is considered non-enrolled.

j. Qualified Winner. A fully qualified scholarship recipient. No further action is required by HQs USACC or Brigade, as the individual is fully qualified for the scholarship. The PMS must ensure the winner is still fully qualified at the time of enrollment and contracting as a scholarship Cadet.

OFFICIAL:

//original signed//

GREGORY J. DYEKMAN
Colonel, GS
Chief of Staff

//original signed//

JEFFOREY A. SMITH
Major General, US Army
Commanding

DISTRIBUTION (Special)
Deputy Commanding General
Cmdt, School of Cadet Command
Battalion Commander/PMS

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