

Department of the Army
 Headquarters, United States Army
 Reserve Officers' Training Corps
 Fort Monroe, Virginia 23651-5238

**Reserve Officers' Training Corps
 ARMY ROTC SCHOLARSHIP POLICY, ADMINISTRATIVE,
 AND PROCEDURAL INSTRUCTIONS**

Summary. This regulation provides guidelines and policy criteria for the Army Reserve Officers' Training Corps (ROTC) scholarship programs. Administrative procedures and instructions pertaining to the individual programs will be provided as updated.

Applicability. This regulation applies to commanders of ROTC regions, overseas commands concerned (referred to as "commands" throughout this publication), Army attaches in American embassies, and PMS/battalion commanders for implementation of the annual Army ROTC scholarship programs.

Supplementation. Proponent for this regulation is U.S. Army Cadet Command, ATTN: ATCC-PS. Supplementation of this regulation is prohibited.

Forms. "R" forms throughout this regulation are for local reproduction. Have them printed through your local forms management officer.

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 ROTC Cadet Command, ATTN: ATCC-PS, Fort Monroe, VA 23651-5238.

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Chapter 1
Introduction

1-1. Purpose.

This regulation prescribes policies and general procedures for administering the Army ROTC scholarship programs.

1-2. References.

Appendix A contains the required and related publications.

1-3. Explanation of Abbreviations and Terms.

The glossary contains abbreviations and explanations of special terms used in this regulation

1-4. Responsibilities.

a. Commander, U.S. Army Cadet Command, responsibilities are stated in AR 145-1.

b. Commander, ROTC Region, will administer the policies and procedures as specified in this regulation.

c. Battalion Commanders/PMS are responsible for ensuring eligibility criteria is applied for students and paperwork has been completed and verified as specified in this regulation.

d. The Basic Camp commander will administer the Basic Camp Scholarship Program.

1-5. Objective.

The Army ROTC Scholarship Program is designed to provide financial assistance for the education and training of highly qualified, highly motivated young men and women who have a strong commitment to military service.

Chapter 2
Section I.

Scholarship Eligibility Requirements.

2-1. Eligibility criteria.

In order to be considered for scholarship, students must meet the requirements stated in AR 145-1, Chapter 3 and in this section. Additional information is contained in Cadet Command Pamphlet 145-4.

2-2. Citizenship.

Be a citizen of the United States prior to enrollment as a scholarship cadet.

2-3. Age.

a. Be at least 17 years of age by 1 October of the year of the award.

b. Be able to complete all requirements for a commission and a college degree and be under 27 years of age on 30 June of the calendar year in which eligible for commissioning. A maximum extension of up to three years, however, may be granted for previous active duty service; i.e., with three years active duty service, applicants must be under 30 years on 30 June of the year in which eligible for commissioning. The length of extension cannot exceed the actual period of service; e.g., with two years active duty service, applicants must be under 29 years on 30 June of the year in which eligible for commissioning. Age requirement is governed by law, Title 10, US Code, Section 2107 and cannot be waived.

2-4. Academic status.

Be a high school graduate or possess an equivalent certificate before 1 September of the year of award.

2-5. SAT/ACT Requirements. (See appropriate appendices for supplemental guidance) Some scholarship programs (2, 3 or 4 year) may require individuals to take the Scholastic Aptitude Test (SAT) or the Achievement College Test (ACT) and obtain a minimum qualifying score. Students taking either or both of these tests should use the following code numbers to ensure test results are forwarded to this headquarters by the testing agencies.

SAT Code Number	ACT Code Number
0454	1676

If the SAT or ACT score is not received by HQS, Cadet Command, the SAT/ACT score from the applicant's high school transcript or the applicant's copy of score (the actual form or a verified copy must be furnished) will be used in the processing of their application. When more than one set of SAT scores is available, the highest score of MATH/VERB will be used.

2-6. Grade Point Average Requirements. (See appropriate appendices for supplemental guidance)

a. The required cumulative grade point average (CGPA) for scholarship consideration varies by program type. Some programs require as a minimum a CGPA of 2.0 - 2.7 college/high school. See appropriate appendices for supplemental guidance for GPA requirements.

b. The following is the proper method for computing GPA for scholarship consideration:

(1) If the applicant has not yet established a GPA at the institution where he/she is enrolling, the battalion commander/Professor of Military Science (PMS) must ensure all hours previously earned at other institutions are used to compute a cumulative GPA for scholarship consideration and enrollment purposes.

(2) Once the GPA has been established at a university, the institution's procedure for computing the GPA applies to all scholarship applicants.

2-7. Medical qualification.

Successfully pass a medical examination reviewed by Department of Defense Medical Examination Review Board (DODMERB) or be granted a medical waiver by Headquarters, Cadet Command.

2-8. Physical Aptitude Requirements.

Some scholarship programs (2, 3 or 4 year) require the completion of a Physical Aptitude Exam (PAE) and/or an Army Physical Fitness Test (APFT). In some programs a qualifying score of 450 for males or 350 for females may be required if the PAE is taken and a qualifying score of 180/160 with a minimum of 60/50 points respectively in each event if the APFT is taken. The PAE will be administered in accordance with the booklet "Physical Aptitude Exam (PAE), United States Army Precommissioning Assessment System (PAS)." Table 2-1 provides instructions on how to establish a spreadsheet to calculate PAE scores and Table 2-2 provides a correlation of the APFT and PAE.

Table 2-1
PAE Calculation

2-9. Character.

a. Have no moral obligation or personal conviction that will prevent them from--

(1) Supporting and defending the Constitution of the United States against all enemies, foreign and domestic.

(2) Conscientiously bearing arms.

b. Satisfactorily explain any record of civil conviction.

2-10. Discipline requirement.

Applicants must agree to enroll in one of the approved baccalaureate degree producing programs listed in Appendix B. Emphasis within the scholarship process will be placed on technical disciplines; i.e., engineering, physical science, and nursing. Specific guidance on the awarding of scholarships by academic discipline and changing academic disciplines is provided at Appendix B. Recipients of engineering and nursing scholarships must enroll in an accredited engineering or nursing school, as appropriate, in the fall of the year of the award.

Section II.

2-11. Scholarship Ineligibility.

The following students are ineligible to compete for or receive benefits from an Army ROTC scholarship:

a. Previous two- and three-year scholarship winners who disenroll for any reason are ineligible to re compete in any scholarship program. Previous four year winners whose scholarship

terminated/disenrolled during their freshman year may compete for a two-year scholarship during their sophomore year.

b. Noncitizens (if citizenship will not be obtained prior to fall enrollment).

c. Conscientious objectors. (A firm, fixed and sincere objection to participation in war in any form or the bearing of arms, because of religious training and belief. Unless otherwise specified, the term “conscientious objector” includes both I-O and I-A-O conscientious objections. (See AR 600-43 for further guidance)).

d. A student who has an adverse juvenile adjudication or has been arrested, indicted, or convicted by a civil court or military law for other than minor traffic violations (for which a fine or forfeiture of \$250 or less was imposed) unless a waiver is granted. The student must submit a request for waiver of convictions at the time of application.

e. A student who fails to satisfy loyalty requirements.

f. A student with a known disqualifying medical defect, unless a medical waiver has been approved by proper authority.

g. A student who will not be ready in all respects to enter college at the beginning of the fall term following award of scholarship.

h. A student committed to the ministry.

i. Certain sexual activities may make an individual ineligible for a scholarship. Refer to AR 145-1.

j. A student who has been discharged from any branch of the Armed Forces with a nonwaivable 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. Region 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 nonwaivable disqualifying reenlistment code. All other applications for waiver of a disqualifying reenlistment code will be submitted IAW Cadet Command Pamphlet 145-4.

k. Pregnant Students. Pregnant students are not ineligible to compete for scholarship. However, they are ineligible to enroll in ROTC if pregnant. Therefore, students must be medically qualified at the time of enrollment. Cadets who become pregnant after enrollment will not be involuntarily disenrolled solely because of pregnancy. In addition, all applicants must meet dependency requirements (AR 145-1, Chapter 3) before enrollment.

l. Students who are commissioned officers, former officers, or who have a certificate of eligibility for appointment as a commissioned officer.

m. Students who will have 10 years or more of active federal service at the time of commissioning.

n. Students who have completed undergraduate degree requirements.

Chapter 3 **Financial Procedures**

3-1. Financial assistance.

Region commanders are responsible for arranging financial assistance payments for academic instruction to scholarship cadets. 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 enrolled status until the 45th day after the start of classes of each academic year will be furnished financial assistance as follows:

a. Tuition. Authorized tuition and educational fees up to an annual amount established will be paid for the number of academic years prescribed by the scholarship award. Summer sessions normally are not considered part of the academic year. Benefits will be paid for other than the above indicated periods only when the courses pursued are--

(1) An integral part of the cadet's major field of study required for attainment of the cadet's degree but are not offered during the academic year.

(2) Required as the result of changes in curriculum made by the school subsequent to approval of the cadet's

degree plan, provided such degree plan was filed at the appropriate time as determined by school officials.

(3) Required to be repeated because of injury or illness that prevented the cadet from completing scheduled courses during the academic year, provided the cadet's absence was approved by the school authorities and the PMS. The cadet must be accepted for enrollment/reenrollment and qualified for continuance in the program.

b. Related academic expense. A "flat rate" fee will be paid for books and equipment. Flight fees required by any academic discipline will not be paid.

c. Subsistence allowance. All scholarship cadets are authorized a subsistence allowance. 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 appointed as a scholarship cadet, whichever is later. 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. MS I, II and V (extended benefits) cadets receive subsistence allowance for no more than ten months of any academic year or the actual duration of the academic year, whichever is shorter. MS III (through MS IV year) cadets receive subsistence allowance for no more than 20 months uninterrupted except while attending Advanced Camp and Cadet Troop Leader Training (CTLT) during the Junior and Senior years.

(1) A scholarship cadet unable to contract upon entry into the ROTC program may participate as a conditional cadet pending decision by the proper authorities. Conditional cadets will not be paid scholarship benefits or subsistence until found qualified for enrollment/contracting and actually enrolled/contracted.

(2) Advanced course ROTC cadets and basic course scholarship cadets who are enrolled in "cooperative course" may receive credit and subsistence allowance for ROTC training during that part of their academic course while away from school, provided they continue to perform the minimum required training through military correspondence courses. Cadets enrolled in programs sponsored by the school, which include study at foreign education institutions or study on an overseas campus of the ROTC institution, may perform ROTC training and receive subsistence allowance under the same basis. Since cooperative programs generally involve more than four years of study, a leave of absence (LOA) from the ROTC may be granted to the cadet while away from the school. No compensation is approved or allowance accrued while the cadet is in an LOA status. Subsistence payments are stopped during any LOA period.

d. Travel reimbursement.

(1) Cadets authorized travel reimbursement are as follows:

(a) Four-year scholarship cadets.

(b) Green to Gold scholarship cadets.

(c) Military Junior College (MJC) scholarship recipients attending the MJC for the first time as college freshmen.

These cadets listed above 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).

(2) All 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 (JFTR, Volume I, paragraph U7150-F).

e. Reimbursement. When scholarship awards are made after the beginning of the school year, the PMS will take action to update cadet database, reimburse the school for tuition provided, ensure subsistence allowance is started and to reimburse the cadet for travel and academic expenses authorized under the scholarship contract.

(1) Payment of cadets contracted prior to SY 95-96 (contract dated July 1992) and SY 94-95 3-year Advanced Designees are grandfathered under the \$8,000.00/80% rules. Tuition and mandatory fees are payable up to \$8000 or 80%, whichever is greater. Mandatory fees are defined as those required of all students every school year. Miscellaneous fees (those additional on-campus fees such as laboratory fees, student activity fees, transcript fees, health

fees and graduation fees) will be paid not to exceed \$400.00 per school year.

(2) Payment of cadets contracted for SY 95-96 (signing contract dated June 1995) and later and SY 94-95 2-year Advanced Designees are assigned a tier level associated with a not to exceed dollar amount published annually by Cadet Command. The amount by tier covers tuition, mandatory and miscellaneous fees (see Appendix C which will be updated annually by Resource Management, Headquarters, Cadet Command) and represents the cap for that tier level, not a flat rate amount paid to every cadet in that tier. Tier amounts are for the normal academic year, which excludes any approved summer term benefits. Cadets' tuition/fee payments will be made based on the invoice listing approved tuition and fees not to exceed the tier amount. Examples: a cadet with a 9K tier attending a school whose approved tuition/fees total \$10,000 will have his charges covered at \$8000.00 for the academic year (excludes approved summer school), the cadet is responsible for the difference. A cadet holding a 12.8K tier, attending a school whose approved tuition/fees total \$10,000 will have the entire \$10,000.00 paid through his scholarship, but no more than the \$10,000.00. A 3K cadet attending a school whose approved tuition/fees total \$3,000.00, will have his tuition paid at \$2,550.00. A 3K cadet attending a school whose approved tuition/fees total \$1,000.00, will have the entire \$1,000.00 paid, but not more than that amount. Three basic rules of thumb apply for payment of fees under the tiering concept.

(a) If it applies to all students, all the time, every year, it is payable (old definition of mandatory fees).

(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.

(c) Any fee listed as an optional fee in the school catalog is not payable. Optional means it is a choice of the cadet and not required for degree completion.

(3) The flat rate payment for books, supplies and equipment is established annually by Cadet Command. The flat rate payment is intended to purchase books, supplies and equipment and does not include rental fees. It is payable in one half increments for semester schools and one-third increments for quarter/trimester schools. Flat rate payments to returning cadets will be processed through ROTCMMS on the first day of classes. All new awardees will have the payment processed on the 45th day of classes. Subsequent semester/quarter payments are processed 15 days prior to the first day of class for each term. Payments should be received 10-15 day's after the payment is processed. Payments are made by the Defense Joint Military Pay system-Reserve Component/ROTC Pay System (DJMS-RC/ROTC).

(4) For the purpose of paying scholarship benefits, the normal academic year begins with the fall term and ends with the spring term. Cadet's validating in the second term of the school year are only entitled to one-half or one-quarter (depending on school term) of the annual awarded scholarship.

(5) Approved summer school sessions will be paid outside the tier levels. Tuition and all fees (mandatory and miscellaneous) will be capped and published annually by Headquarters, Cadet Command with a flat rate book payment also established annually.

(6) Colleges/Universities conducting a term in between Spring and Summer. Cadets wishing to attend this extra term will have to be approved along with summer sessions and the tuition becomes part of the summer session payment.

(7) Scholarship payments are normally paid directly to the school. On an exception basis, scholarship payments can be made directly to the cadet. ROTC Regions are responsible for assuring that the cadet submits a certified true copy of the school's itemized bill and paid receipt that clearly breaks out tuition, fees and other costs. The paid receipt submitted by the cadet must indicate that either the cadet or his guardian actually paid the bill. Payments authorized will be within scholarship tuition and fee limits as prescribed by the scholarship contract in effect for that particular cadet.

(8) Payment of cadets who were awarded an ROTC scholarship in conjunction with other scholarships/ grants will be processed as follows. If the other scholarship/grant was specified for tuition and fee's and the cadet's total tuition and fee's are not fully covered under their ROTC scholarship, the cadet may use the other scholarship/grant towards that portion not paid by the Army ROTC scholarship. The cadet's tuition is not reduced by the amount of the other award

before application of the Army ROTC scholarship. Example: A cadet awarded a \$9000 ROTC scholarship attends a school with a tuition amount of \$10,000. The Army ROTC scholarship will pay \$9000 and the cadet may use the other award against the \$1000 difference.

(9) Payment of Cadets at Military Junior Colleges (MJs).

(a) Cadets appointed under Title 10, U.S. Code, Section 2107a, are entitled to full tuition payment, therefore, the scholarship cap and/or tier level should not be applied. The cadet database reflects a scholarship award category of MJ or BR for those MJC cadets appointed under 2107a. The scholarship contract, DA Form 597-3 (Jun 95 edition), Part II, paragraph 21a(1) should be annotated with the words "published tuition rate" since these cadets are not awarded a tier.

(b) All other cadets attending Military Junior Colleges will be paid under the appropriate cap or tier as indicated on their scholarship contract. Section 2107 does not allow for full payment of all cadets attending an MJC, therefore, it is imperative that the cadet database be checked for scholarship award category before payment is made.

(10) Payment of Health Insurance/Health Fees. If the school requires full health insurance coverage, and it is optional whether to purchase the school policy or an independent policy, the school policy may be payable as a miscellaneous fee. If all students are required to purchase the school's health insurance, it is payable as a mandatory fee. The payment of any health insurance/fee should be reviewed on a case-by-case basis

as required by each college/university. ROTC cadets are covered by Veteran's Administration (VA) for serious injuries (permanent in nature) or Workman's Compensation for less serious injuries (temporary in nature) when participating in ROTC activities.

(11) Tuition and fees can be paid for cadets attending approved courses through cooperative programs at schools other than those in which they are enrolled for ROTC from the host institution, provided the courses are not offered at the extension centers and are a prerequisite for graduation.

(12) Excess credit hours/semester overloads: Course overloads and excess credit hours may be paid within the cadet's individual tuition limits as long as they assist the cadet in staying academically aligned, are required for degree completion and prevent a request for extension of benefits or summer school. These excess classes will not be paid for any reason stated in paragraph f below.

(13) Payment of tuition for college credit obtained for attendance at Advanced Camp will be handled on a case-by-case basis under a request for payment of summer school courses.

(14) Questions regarding payment of various tuition/fee benefits will be coordinated between the Region Resource Management and Personnel and Administration Divisions before forwarding to Resource Management, Headquarters, Cadet Command. All exceptions to policy will contain a point of contact from both offices.

f. Nonreimbursable items.

Retroactive pay for tuition and related academic expenses will not be authorized for any term completed prior to contracting as a scholarship cadet. The following items are nonreimbursable under the scholarship contract.

- (1) Educational expenses incurred prior to the beginning of the scholarship, except as authorized in e above.
- (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 with the normal basic tuition charges during the academic year.
- (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 another school other than those in which enrolled for ROTC training, except in the case of a cross-enrolled cadet selected for a scholarship. (Exception: approved summer tuition).
- (6) Correspondence or other nonresident courses, except that cadets at extension centers may take extension courses from the host institution, provided the courses are not offered at the extension centers and are a prerequisite for graduation.
- (7) Summer sessions, except as authorized by a above.

(8) Travel, except as authorized by d 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) Room and board.

(12) Personal fees, such as for laundry, clothes, grooming.

(13) Permits and fees associated with vehicle operation.

(14) Flight fees - aviation flight fees required by the discipline.

3-2. Extension of scholarship benefits.

a. Four-, three-, and two-year (excluding Tier IV) scholarship cadets who are pursuing an undergraduate degree, which requires an excess of four academic years for completion of the baccalaureate degree requirement and scholarship cadets enrolled in advanced degree programs with no baccalaureate degree, are eligible for consideration for extended scholarship benefits for up to an additional year (two semesters or three quarters), or as a combination of a part of a fifth academic year and a summer session. Request for extended benefits must be submitted and approved 30 days prior to completion as a MS IV scholarship cadet and must include the following documentation:

- (1) Current completed copy of ROTC Cadet Command Form 104-R

(Planned Academic Program Worksheet) and a Cadet Record Brief. Current transcript and all transcripts from colleges previously attended, if applicable, and documentation of MS credits, DA 597-3 (contract) page 1 and cadet's signature page. (See CC Pam 145-4, Appendix Q, for form completion instructions).

(2) Extract from the university's catalog describing the undergraduate degree program course schedule and required curriculum for degree requirements. Course descriptions are not necessary.

(3) Favorable recommendation of the PMS and endorsement of appropriate ROTC region to Commander, U.S. Army Cadet Command, ATTN: ATCC-PS, Fort Monroe, VA 23651-5000, to include -

(a) Projected cost of the requested extension of scholarship benefits.

(b) Identify requested semesters.

(c) Why requesting extension of benefits.

b. The following are eligibility requirements for extension of scholarship benefits, to include summer tuition (benefits are considered from the point of contracting as a scholarship cadet).

(1) Minimum 2.7 cum GPA, as shown on the college transcript, nonwaivable. In instances where an institution uses other than a 4.0 grading scale, the PMS/Battalion Commander will convert the applicant's cumulative GPA to the 4.0 scale using the institution's

conversion scale. In addition, if classes are not based on credit hours (i.e., transcript shows credit units), they should be converted to hours.

(2) Maintain adequate academic progression towards undergraduate degree requirements:

(a) Meeting minimum requirements to qualify as a "full time" student for tuition purposes (normally 12 units per term), seldom means making normal progression toward a degree.

(b) If, for example, the school catalog identifies a requirement of 128 semester units (not counting ROTC) to get a degree in a four year program and the cadet has a four year scholarship, divide 128 units by eight semesters. This means that the cadet must average 16 units per semester in order to make normal progression toward a degree.

(c) If in the above example, the cadet qualified for a two-year scholarship and still requires 68 semester hours (excluding ROTC) to qualify for a degree, divide 68 by the remaining four semesters. In this case, the cadet should be averaging 17 hours per semester to be making normal progress.

(d) Five year degree programs must be documented and curriculum outlined in the university catalog.

(3) Consistent with a above, good academic performance with no D's, F's, or I's from the point of contracting. No courses were repeated to meet academic department or university requirements for minimum grades. Cadet

must not be on academic probation the preceding semester/quarter.

(4) Current term and cumulative ROTC GPA 3.0 or better, nonwaivable.

(5) No dual majors.

(6) No loss of credits due to change of major.

(7) No loss of credits due to transfer of schools (not as a result of a school closure).

(8) No extension for a term when the cadet requires fewer hours than the number of hours constituting full-time enrollment. Example: The cadet requires eight hours, but the university catalog indicates that 12 hours constitute full-time enrollment. However, if eligible for extension, cadet may request summer tuition regardless of degree provided it is at the end of MS IV and degree requirements.

(9) After-the-fact requests are unauthorized and will be returned without action. Submitting an incomplete packet, which delays processing in a timely manner, just in order to get a request in on time will not be condoned. Regions have the authority to return incomplete packets. Extension of scholarship benefits must be approved prior to the commencement of the requested semester/quarter.

c. Unless required by the curriculum plan, only cadets in technical degree programs, Engineer, Physical Science and Nursing (EPS&N), are eligible for summer tuition, nonwaivable. Freshman summer tuition is not an option.

The purpose of summer sessions is to reduce the academic course overload for technical degrees and to keep cadets aligned with projected mission sets. Summer term benefits are used in lieu of or in combination with the extension of scholarship benefits (fifth academic year). In addition to the above requirements, the following are eligibility/procedural requirements for summer tuition.

(1) Must register for and complete a minimum of six, but not more than nine credit hours of course work required for the degree during each summer term. This authority is for only two semesters/summers and is not authorized for the summer after the freshman year (Fall/Spring).

(2) Must attend same educational institution at which the cadet is seeking the degree, or have a letter of acceptance from institution attending indicating the hours taken at another institution will be accepted toward the degree.

(3) Remedial, background enrichment courses or make up course as a result of academic failure/difficulty are not authorized for payment.

(4) Military science courses are not required during the summer term, thus, no subsistence is authorized. 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) The use of summer tuition authority reduces the available extension of scholarship semester benefits. One

summer term equals one semester/quarter. Currently, there are two semesters or three quarters of extended benefits authorized on a case-by-case basis. 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.

(6) Request for summer benefits authority will be submitted to Headquarters, Cadet Command, in accordance with a above. The Region Commander's endorsement for EPS&N summer benefits or extended benefits must indicate if EPS&N summer tuition was previously paid. The PMS justification for the payment of summer tuition must include the academic plan on CC Form 104-R as prescribed in CC Pam 145-4. Approval will be for the courses indicated on the CC Form 104-R.

(7) For payment purposes, approved summer tuition will be considered a separate period from the normal academic year. Summer period begins at the end of the spring term and ends at the beginning of the fall term. Summer tuition, fees and flat rate are payable up to an annual amount as established by Headquarters, Cadet Command.

(8) The Professor of Military Science must ensure that EPS&N scholarship cadets receiving summer tuition clearly understand that the summer benefits are in lieu of a semester/quarter of benefits.

d. Any request which does not meet the above criteria is to be returned by the Region to the Battalion.

e. Four-year scholarship cadets receiving extended scholarship entitlements in excess of four years, incur an additional period of active duty or reserve duty equivalent to the length of entitlement extension. This extended period of active duty, however, does not prohibit the Army's option to permit/offer RFD to these cadets under the terms of the ROTC scholarship contract. Three-and two-year scholarship cadets receiving extended scholarship entitlements do not incur additional obligations since their scholarship entitlements would not exceed four years.

f. Cadets granted extended ROTC scholarship benefits will be entitled to subsistence allowance as well as scholarship benefits during the period of the extension. To receive extended benefits, the cadet must currently be and continue to be a full-time student enrolled in the Army ROTC. Approval must be granted and authorized by Headquarters, Cadet Command 30 days prior to the end of the MS IV year. The PMS must structure an MS V program of ROTC training in which the cadet must participate.

Chapter 4. **Physicals**

4-1. Physical examinations.

a. Medical qualification is not a factor in determining who will be offered a scholarship. Winners without a complete qualifying physical examination are conditional winners (excludes Basic Camp recipients who must be medically qualified). A conditional winner that never becomes medically qualified will have the

scholarship offer withdrawn. Ideally, two- and three-year scholarship winners are informed of their status prior to the end of the spring term. The importance of the nonenrolled two-year winners' early medical qualification cannot be overstressed.

b. Scholarship physical examinations will be forwarded to DOD Medical Examination Review Board (DODMERB), ATTN: Army Branch, 8034 Edgerton Drive, Suite 132, USAF Academy, CO 80840-2200. DODMERB will be the reviewer for these physical examinations. The PMS is required to annotate the school code on each physical (top right hand corner) to ensure expeditious processing by DODMERB. Each physical for the three- and two-year applicants will be forwarded to DODMERB the same time applications are forwarded to Headquarters, Cadet Command or Region headquarters. Physicals on Green to Gold four-, three-, and two-year applicants will be forwarded from this headquarters to DODMERB. Basic Camp physicals will be reviewed by Fort Knox Medical Department Activity (MEDDAC). DODMERB is the medical review authority for all physicals except recipients of Basic Camp or Tier IV.

c. On-campus and Green to Gold medically disqualified physicals are forwarded from DODMERB directly to Cadet Command for automatic waiver review. Request for medical waivers regarding four-year applicants are sent directly from the individual to HQ, Cadet Command. All scholarship winners must be medically qualified or medically waived before scholarship financial assistance benefits can be paid.

Chapter 5. **Enrollment**

5-1. Enrollment procedures.

The PMS will perform the same administrative actions for enrollment of scholarship cadets in the ROTC Scholarship Program, Basic or Advanced Course, that apply to enrollment of other cadets in the Advanced Course, nonscholarship program (AR 145-1, para 3-5 through 3-11). Verification of eligibility will include reference to additional criteria set forth in Chapter 2. Following a careful examination of the provisions of DA Form 597-3 (Army Senior ROTC Scholarship Cadet Contract) to the enrollee's satisfaction (AR 145-1, para 3-41), the PMS will--

a. Enlist enrollee in the United States Army Reserve (USAR) (AR 145-1, para 3-15), if not already so enlisted.

b. Have the individual execute DA Form 597-3, part I, in quintuplicate. This contract should be completed as soon as possible after award of the scholarship and must be completed prior to entitlement.

5-2. Eligibility for contracting for scholarship.

a. Professors of Military Science are required to ensure that the applicant still qualifies for the award since there is an appreciable time lapse between the time that an individual applies for the award and contracting. To prevent an ineligible student from contracting the PMS or a cadre member will be required to complete ROTC Cadet Command Form 139-R (Cadet Enrollment Record) for each new scholarship cadet and place it in the cadet's Military Personnel Records Jacket, U.S.

Army. ROTC regions will ensure that this checklist is an item for inspection during the Annual Formal Inspections (AFI) of ROTC host institutions and extension centers.

b. Prior to contracting, all waiver requests of medical standards, moral standards, reenlistment code, or dependency except four-year and Green to Gold applicants will be submitted on ROTC Cadet Command Form 131-R (Cadet Action Request) IAW Cadet Command Pamphlet 145-4. A copy of such waiver request will be included in the application file. ROTC regions will take final action on those waivers within the purview of the region, and a copy of the waiver action (approval and disapproval) will be included in scholarship file.

c. Request for waivers regarding four-year and Green to Gold applicants are sent by the individual directly to Headquarters, Cadet Command.

d. If an individual has been designated as a scholarship recipient and is deployed prior to contracting, PMS may request in writing to hold the scholarship in abeyance until individual returns and is otherwise qualified for contracting.

Chapter 6. **News Media**

6-1. Publicity/certificates.

a. Each region commander should develop and execute a supporting publicity plan to assure dissemination to news media of information regarding scholarship winners. The "Army ROTC Handbook, Recruiting and Publicity Guidance" and "Structured Interview, Interviewer's Guide, U.S. Army Precommissioning Assessment System" contain techniques that may be used by commanders for this purpose.

b. Scholarship certificates will bear the signature of the Commanding General, U.S. Army Cadet Command. Three- and two-year ROTC scholarship certificates will be mailed directly to the PMS. Four-year scholarship certificates will be mailed to the PMS who conducted the interview and be presented at an appropriate high school awards ceremony. At the conclusion of the academic year, certificates not presented will be mailed directly to the recipient.

c. Suggested script for use in presenting these certificates is at figure 1 below. Such a presentation will provide high visibility for the recipient and the ROTC program, especially at high schools that have no Army Junior ROTC program. The recipient's name, address, and phone number are furnished with the certificate.

Being with you today is a distinct pleasure. I am here to present a certificate to (NAME OF WINNER), who has been (conditionally) selected to receive an Army Reserve Officers' Training Corps scholarship.

Receiving this certificate is the culmination of a process that began several years ago. (NAME OF WINNER) can be extremely proud of this achievement as competition was keen.

ROTC scholarship will provide an annual amount towards college tuition and mandatory educational fees, provide an allowance for textbooks, school supplies, and required equipment. In addition to these generous benefits, this scholarship also includes an educational grant of up to \$1,500 each school year.

Adding it all up, you can see that this scholarship will go a long way toward meeting financial expenses associated with going to college. But the really great thing about this scholarship is that when (NAME OF STUDENT) graduates, (HE/SHE) will have more to show for (HIS/HER) college days than just a diploma--(HE/SHE) can have the confidence, self-discipline, and leadership skills that come with having earned a commission as an Army officer.

Our cadets are trained to accept increasing responsibilities right from the start. I am proud to say that our graduates are leaders, thinkers, and decision makers. As a direct result of their Army ROTC training, our cadets have learned to meet problems head-on and solve them quickly. They know how to adapt to rapidly changing situations, and they eagerly take charge.

As you can see, Army ROTC gives students a valuable opportunity to build for the future by helping them earn both a college degree and an officer's commission. ROTC is a demanding and challenging complement to traditional college courses. The standards for admission into this program are quite high--as they must be since the individuals who complete this training are to be ultimately entrusted with the lives of American soldiers.

(NAME OF WINNER) has met these high standards and we are all proud of (HIM/HER).

Figure 1. Proposed remarks for presenting scholarship certificates

Chapter 7.

Scholarship Transfer

7-1. Transfer of scholarship cadets.

Contracted scholarship cadets may transfer provided--

- a. They remain academically aligned.
- b. It results in no change in academic discipline unless approved by proper authority.

c. Individual receives approval from gaining and losing PMS. Four-year scholarship recipients may only transfer to an approved Army ROTC institution. Nurse scholarship recipients may only transfer to a university recognized as a Partnership in Nursing Education (PNE). Four-year Historically Black College/ University scholarship recipients may only transfer to an approved HBCU. Scholarship cadets must be informed that individuals who lose academic credit due to a transfer of schools will not be considered for extension of benefits.

d. See Cadet Cmd Pam 145-4, paragraph 6-20, for transfer of scholarship cadets to higher cost schools.

e. See Battalion End User's Manual (BEUM) procedures to properly process transfer cadets in the cadet database in ROTCMMS.

Chapter 8. **Training Requirements**

8-1. Mandatory Requirements.

a. Scholarship cadets will receive ROTC training on the same basis as nonscholarship cadets. However, three- or four-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. Three-year scholarship recipients who are not entitled to basic course placement credit, must compress MS I and MS II during their sophomore year.

c. Two-year scholarship recipients who are required to attend Basic Camp for placement credit must successfully complete camp without waiver in the area of APFT and obtain a minimum qualifying score of 775 on the Cadet Evaluation System (CES). Tier IV scholarship recipients are required to have a minimum CES score of 600.

Chapter 9. **Study Abroad**

9-1. Foreign study.

a. The PMS may approve study abroad for scholarship cadets for periods up to one year provided--

(1) The course of study at the foreign institution is fully sanctioned, is a required part of the academic discipline of the scholarship cadet, and full credit will be granted to the ROTC institution for the cadet's studies abroad.

(2) The scholarship cadet enrolls in PMS-approved Army correspondence courses to meet military science requirements while studying abroad.

(3) Arrangements are made for the PMS to monitor the academic program of the scholarship cadet through the institution.

(4) Arrangements are made for payment to the CONUS institution of those expenses incurred abroad that would be payable by the Army to the CONUS institution under the ROTC Scholarship Program if the cadet were pursuing an approved course of study at the CONUS institution for a like period.

b. Payments under the ROTC Scholarship Program for tuition, fees, textbooks, and student identification card costs for the approved period of overseas study will not exceed the charges that the student would incur in pursuing study on the campus of the CONUS institution or

the maximum amount of the tier amount listed on the scholarship contract.

c. Travel will not be paid by the Army ROTC Scholarship Program.

Appendix A References

Section I

Required publications.

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 (CSP), and the Uniformed Services University of the Health Sciences).

AR 40-501 (Standards of Medical Fitness).

AR 145-1 (Senior ROTC Program: Organization, Administration, and Training).

AR 635-200 (Enlisted Personnel).

Cadet Command Reg 145-4 (Marketing, Advertising, and Publicity to Support Enrollment).

Cadet Command Reg 145-5, U.S. Army ROTC Basic Camp.

Cadet Command Reg 145-12, Cadet Data Base.

Cadet Command Pam 145-4 (PMS Guide for Enrollment, Retention, and Disenrollment).

Battalion End User's Manual - ROTC Mission Management System (all applicable chapters) (BEUM-ROTCMMS).

Section II

Related Publications

AR 25-400-2 (The Modern Army Recordkeeping Systems (MARKS)).

AR 600-8-2 (Suspension of Favorable Personnel Actions).

AR 600-9 (The Army Weight Control Program).

AR 600-43 (Conscientious Objection).

AR 601-210 (Regular Army and Army Reserve Enlistment Program).

National Guard Regulation 600-100 (Commissioned Officers Federal Recognition and Related Personnel Actions).

Appendix B Army ROTC Scholarship Academic Discipline Targeting

B-1. General. The ROTC scholarship program has been missioned to ensure that scholarships are awarded to specific academic discipline groups. Scholarships will continue to be on a best qualified basis; however, the specific academic discipline group percentages is a goal that is applied in the selection of scholarship recipients. The four-year national and the two and

three year on-campus programs are the only scholarship programs subject to these percentages.

- a. Engineering - 30 percent.
- b. Physical Science - Analytical - 25 percent.
- c. Technical Management - 25 percent.
- d. Generalist - 20 percent.
- e. Nursing - separate allocation

B-2. Academic disciplines. The academic majors listed in the academic discipline categories at table B-1 will be used in determining which academic discipline will be applied for scholarship purposes. For academic majors not listed, Battalion Commander will, in coordination with the appropriate university department head, evaluate courses required for the major and align it with the closest academic discipline listed and use the 3 digit alpha code for that discipline. Engineering and nursing scholarship recipients must be enrolled in an academically accredited program.

B-3. Degree pursuit. All national scholarship recipients are required to pursue the undergraduate degree in the academic discipline in which the scholarship was awarded. Failure to complete degree requirements in the discipline, except as provided for in paragraph B-4c and B-4e below, will be considered as a breach of the scholarship contract and the cadet may be required to reimburse the Army for

educational benefits provided under the scholarship or may be called to active duty as an enlisted person. Scholarship recipients may not pursue an undergraduate degree in Theology or any religion related major.

B-4. Request for change of academic discipline. The PMS may approve any request for change of academic discipline for contracted scholarship cadets provided they stay within the same academic discipline mix (ADM) group and their mission set doesn't slip. If graduation slips, region must approve. Contracted scholarship cadets may only change their academic discipline once. Requests for additional changes will not be honored. It is especially important that the Battalion Commander resolve an academic discipline change prior to the contracting of the recipient. Four-year national and two and three-year on-campus recipients of nurse scholarships may not change academic discipline and retain their scholarship. Scholarship cadets must be informed that individuals who lose academic credit due to a change in academic discipline will not be considered for extension of benefits. Procedural guidance on the discipline changes permitted follows:

- a. The selection of scholarship recipients by academic discipline is done with the specific intention of meeting the Army's need for junior officers with specific disciplines. To permit changes in academic discipline after the award of the scholarship subverts the purpose of the program.

b. After the award of the scholarship, recipients who have not yet enrolled as a scholarship cadet and who desire to change academic major must submit a request in writing to Commander, Headquarters, U.S. Army Cadet Command, ATTN: ATCC-PS, Fort Monroe, VA 23651-5238.

c. Battalion Commanders (PMS) are the approving/disapproving

authority for contracted scholarship cadets and enrolled three- and two-year advanced designees to an academic major that falls under the same academic discipline (e.g., a biology major can change to physics since these are both physical science-analytical discipline); or to an academic major that moves up (e.g., a biology major can change to nursing or engineering).

DISCIPLINE	CHANGED MAJOR
Engineering -	To other Engineering or Nursing majors.
Physical Science -	Engineering, Nursing and other Physical Science Analytical majors.
Technical	Engineering, Physical Science-Analytical, Nursing, or other Technical majors.
Generalist-	Engineering, Physical Science-Analytical, Nursing, Technical, or other General majors.

Figure B1. Battalion Commander Approval Authority

d. Region Commanders are the approving/disapproving authority for contracted scholarship cadets and enrolled three-and two-year advance designees to an academic discipline that moves down (e.g., from an engineering major to a biology major) with the exception of a nursing major. Due to the Army’s need to control migration from technical degrees, this authority may not be further delegated.

B-5. It is imperative that the Battalion Commander institute procedures to validate the registration of scholarship cadets in the disciplines in which the scholarship was awarded or ensure change of major is approved by proper authority.

Academic Discipline Mix 1 - Generalist

CODE	ACADEMIC TITLE
AAA	ART COMMERCIAL
AAE	ARABIC-EGYPTIAN
AAK	ARABIC-JORDANIAN
AAL	ARABIC-LIBYAN
AAN	ARABIC-SAUDI
AAP	ARABIC-SYRIAN
AAQ	ARABIC-LEBANESE
AAX	ART GENERAL
AAZ	ARABIC
ABN	BENGALI
ABX	LANGUAGE/LITERATURE CLASSICAL
ACD	CHINESE CANTONESE
ACM	CHINESE MANDARIN
ADG	ARABIC-IRAQI
ADU	DUTCH

ADX	ENGLISH	BMS	MASTERS-ADVANCED MILITARY STUDIES
AEX	MUSIC	CUF	COGNITIVE SCIENCE
AFA	PUBLIC SPEAKING	DAA	AGRICULTURE GENERAL
AFB	DRAMATICS	DAH	HORTICULTURE
AFC	HOMILETICS AND COMMUNICATION SKILLS	DAK	HUSBANDRY ANIMAL
AFR	FRENCH	DAL	HUSBANDRY POULTRY
AGA	BROADCASTING (ANNOUNCER)	DKF	MILITARY SCIENCE (OTHER THAN U S ACADEMIES)
AGB	PRODUCTION MOTION PICTURE	EAB	CULTURAL FOUNDATIONS
AGC	PRODUCTION	EAC	ETHNOLOGY
AHJ	HINDI	EAD	INTERDISCIPLINARY STUDIES
AHX	LANGUAGE/LITERATURE FOREIGN	EAX	ANTHROPOLOGY
AJA	JAPANESE	EBX	AREA STUDIES
AJN	INDONESIAN	ECA	POLICE SCIENCE AND ADMINISTRATION
AJT	ITALIAN	ECB	CORRECTIONS
AKP	KOREAN	ECF	FORENSIC SCIENCE
AKX	JOURNALISM-WRITING/EDITING	ECJ	CRIMINAL JUSTICE
ALA	SPANISH (LATIN AMERICAN)	ECX	CRIMINOLOGY
ALX	PHILOSOPHY	EED	VOCATIONAL AND EDUCATIONAL GUIDANCE
AML	MALAYSIAN	EEE	VOCATIONS SUBJECTS (CRAFTS,TRADE)
ANR	NORWEGIAN	EEF	GENERAL EDUCATION TECHNOLOGY
ANX	ARTS LIBERAL	EEG	SPECIAL EDUCATION
APQ	PORTUGESE (BRAZILIAN)	EEX	EDUCATION GENERAL (TEACHING)
APY	PORTUGESE (EUROPEAN)	EFA	RECREATIONS
AQE	ARABIC-EASTERN	EFB	RECREATION AND PARK ADMINISTRATION
AQW	ARABIC-WESTERN	EFC	EDUCATION PHYSICAL
ARU	RUSSIAN	EGX	HISTORY GENERAL
ASC	SERBO-CROATIAN	EHX	ECONOMICS HOME
ASR	SPANISH (CASTILLIAN)	EKB	INTERNATIONAL RELATIONS
ASY	SWEDISH	EKC	FOREIGN AFFAIRS
ATA	TAGALAC	ELX	ARTS INDUSTRIAL
ATH	THAI	EMX	LIBRARY SCIENCE/ARCHIVES
ATU	TURKISH	ENB	PUBLIC SAFETY
AUR	URDU	ENC	GOVERNMENT CIVIL
AXX	ARTS-CLASSIC/GENERAL	END	GOVERNMENT MILITARY
BAF	COMMERCIAL-MARKETING/MERCHANDISING	ENE	SOCIAL WORK
BAK	LABOR RELATIONS	ENF	ADMINISTRATION SOCIAL WORK
BAO	ORGANIZATION BEHAVIOR-ORGANIZATION EFFECTIVENESS	ENX	PUBLIC RELATIONS
BAP	ORGANIZATION BEHAVIOR-PERSONNEL MANAGEMENT	ENY	PUBLIC AFFAIRS
BAR	COLLEGE ADMINISTRATION	EPA	PSYCHOLOGY ABNORMAL
BAS	FOOD DISTRIBUTION	EPB	PSYCHOLOGY EXPERIMENTAL
BAV	HUMAN RESOURCES	EPD	PSYCHOLOGY SOCIAL
BBA	ADMINISTRATION PUBLIC	EPE	PSYCHOLOGY APPLIED
BBB	PERSONNEL MANAGEMENT/ADMINISTRATION	EPH	PSYCHOLOGY CHILD
BBH	MANAGEMENT INSTITUTIONAL	EPK	PSYCHOLOGY EDUCATIONAL
BBM	CHURCH MANAGEMENT	EPL	PSYCHOLOGY COUNSELING
BBN	HOTEL-RESTAURANT MANAGEMENT	EPM	PSYCHOLOGY INDUSTRIAL
BBS	SAFETY	EPX	PSYCHOLOGY GENERAL
BCA	FOREIGN TRADE		

ERA GEOPOLITICS
 ERX POLITICAL SCIENCE
 ESX SOCIOLOGY
 ETX MORTUARY SCIENCE
 EXX SOCIAL SCIENCE GENERAL
 YYY UNDECLARED

Academic Discipline Mix 2 - Technical Management

CODE ACADEMIC TITLE

BAA ACCOUNTING/AUDITING
 BAC ADVERTISING
 BAD BANKING AND FINANCING
 BAE FINANCE GENERAL
 BAM COMPTROLLERSHIP
 BAN COMPUTER SCIENCE
 MANAGEMENT
 BAX BUSINESS ADMINISTRATION
 BAY AVIATION BUSINESS
 ADMINISTRATION
 BBD COMMERCIAL AVIATION
 TRANSPORTATION
 BBE RESEARCH PROGRAM
 MANAGEMENT
 BBF MANAGEMENT LOGISTICS
 BBG TRANSPORTATION AND TRAFFIC
 MANAGEMENT
 BBK MANAGEMENT INDUSTRIAL
 BBL MANAGEMENT AEROSPACE
 BBP PROCUREMENT AND CONTRACT
 MANAGEMENT
 BBR SYSTEMS MANAGEMENT
 BBT TELECOMMUNICATIONS
 MANAGEMENT
 BBX MANAGEMENT GENERAL
 BCB STRATEGIC INTELLIGENCE
 MANAGEMENT
 BCC ADMINISTRATION, MASTER OF
 SCIENCE DEGREE
 BCD COMMERCE
 BCE AVIATION MAINTENANCE
 BCF INFORMATION SYSTEM
 MANAGEMENT
 BCX BUSINESS ECONOMICS
 BHA HEALTH SERVICES
 ADMINISTRATION
 BWX DESIGN TECHNOLOGY
 BXX BUSINESS GENERAL
 CCL CITY PLANNING
 CCM REGIONAL PLANNING
 CFW GEOGRAPHY (PHYSICAL)

CHE COMMUNICATIONS
 DAB AGRONOMY SOIL SCIENCE
 DAD DAIRY SCIENCE
 DAE FISH RESOURCES
 DAF FOOD TECHNOLOGY
 DAM PLANT PATHOLOGY
 DAN SUGAR TECHNOLOGY
 DAP WILD LIFE RESOURCES
 DAS AVIATION SAFETY
 DAT TECHNICAL MANAGEMENT
 DAX AGRICULTURE-FORESTRY
 GENERAL
 DBB NAVIGATION CELESTIAL
 DEA NAVIGATIONAL TERRESTRIAL
 DED TOPOGRAPHY INCLUDING
 PHOTOGRAMMETRY
 EAA ARCHEOLOGY
 EDX ECONOMICS GENERAL
 EEB INSTRUCTIONAL TECHNOLOGY
 EEC EDUCATION INDUSTRIAL
 EKD COMMUNICATIONS SCIENCES
 EPC PSYCHOLOGY CLINICAL
 EPF PSYCHOMETRICS/PSYCHOPHYSICS
 EPG PSYCHOLOGY (ARTIFICIAL
 INTELLIGENCE
 FAA CLINICAL OPTOMETRY
 MANAGEMENT
 FAB LABORATORY SCIENCE
 FAC NUCLEAR PHARMACY
 FAX PODIATRY (CHIROPODY)
 FBA DIETETICS
 FBB DIETITIAN ADMINISTRATIVE
 FBC DIETITIAN THERAPEUTIC
 FBD DIETITIAN CLINICAL
 FBX NUTRITION
 FCA OCCUPATIONAL THERAPY
 FCB OCCUPATIONAL THERAPY-
 KINESIOLOGY
 FCX OCCUPATIONAL THERAPY
 (ARTS/CRAFTS)
 FDA ANATOMY
 FDB PHYSICAL THERAPY
 FDC PHYSICAL THERAPY
 ELECTROPHYSICS
 FDD PHYSICAL THERAPY NEUROLOGY
 FDX PHYSICAL THERAPY CORRECTIVE
 EXERCISE
 FEA PATHOLOGY SPEECH
 FEX AUDIOLOGY
 FJA ENVIRONMENTAL HEALTH
 FKA SANITARY SCIENCE
 FLA PUBLIC HEALTH
 PAX LAW ADMIRALTY
 PBA LAW ADMINISTRATION

PBD LAW PROCUREMENT
 PBF LAW CUSTOMS IMMIGRATION
 PBG LAW PATENT
 PBH LAW CONTRACTS
 PBI LAW LABOR RELATIONS
 PBK LAW TAX
 PBX LAW CIVIL (CORPORATION, TORTS,
 REAL ESTATE)
 PCX LAW, CRIMINAL
 PDX LAW INTERNATIONAL
 PEX LAW PRELAW
 PXX LAW GENERAL

DDO RADIOCHEMISTRY
 DDP METALLURGY
 DDX CHEMISTRY GENERAL
 DEX GEODETIC SCIENCE
 DFX GEOGRAPHY
 GENERAL/ECONOMIC/POLITICAL
 DGA GEOLOGY SURFICIAL
 DGB GEOLOGY STRATIGRAPHY
 DGC SEISMOLOGY
 DGD GEOLOGY TERRESTRIAL MAG-
 ELECTRICITY
 DGE GEOLOGY ECONOMIC
 DGF GEOLOGY GENERAL
 DGG PALEONTOLOGY
 DGH MINERALOGY PETROLOGY
 DGL METEOROLOGY CLIMATOLOGY
 DGN NAUTICAL SCIENCES
 DGP OCEANOGRAPHY HYDROLOGY
 DGX GEOPHYSICS
 DHA STATISTICS
 DHB MATHEMATICS CRYPTANALYSIS
 DHC MATHEMATICS BALLISTICS
 DHX MATHEMATICS GENERAL
 DLA PHYSICS BIOPHYSICS AND
 RADIOLOGY
 DLB PHYSICS ELECTRICITY
 MAGNETISM/ELECTRONIC
 DLC HEALTH PHYSICS
 DLD PHYSICS NUCLEAR
 DLE PHYSICS OPTICS LIGHT (OPTICS)
 DLF PHYSICS THERMAL
 DLG JET PROPULSION
 DLH TECHNOLOGY NUCLEAR REACTOR
 DLK APPLIED SCIENCE
 DLL MEDICAL TECHNOLOGY
 DLM RADIOLOGICAL PHYSICS
 DLN ACOUSTICS
 DLP AERODYNAMICS
 DLX PHYSICS GENERAL
 DLY LASER/MICROWAVE PHYSICS
 DLZ PHYSICS ASTRODYNAMICS
 DMS MATERIAL SCIENCE
 DPS POLYMER SCIENCE
 DXX PHYSICAL SCIENCES GENERAL
 FGC VIROLOGY
 FHA SEROLOGY
 FHX IMMUNOLOGY
 FIA TOXICOLOGY
 FIB PHARMACOLOGY
 FIC CHIROPRACTICS
 FKX PHYSIOLOGY
 FMA NUCLEAR MEDICINE TECHNOLOGY
 GAX ANAESTHESIOLOGY
 GBX DERMATOLOGY

**Academic Discipline Mix 3 - Physical
 Science/Analytical**

CODE ACADEMIC TITLE

BAL OPERATIONS RESEARCH ANALYST
 (BUSINESS)
 CFB PHYSICS, SPACE
 CFD SPACE SYSTEMS OPERATIONS
 CUE COMPUTER SCIENCE
 CUP COMPUTER BASED INSTRUCTION
 DAG HISTOLOGY
 DAI EMBRYOLOGY
 DAR BIOMETRY
 DBA ASTRODYNAMICS
 DBC ASTROPHYSICS
 DBX ASTRONOMY
 DCA BOTANY GENERAL
 DCB ENTOMOLOGY
 DCC BACTERIOLOGY
 DCD PARASITOLOGY
 DCE TAXONOMY
 DCF ZOOLOGY
 DCG MED MICROBIOLOGY
 DCK RADIATION BIOLOGY
 DCL RADIOLOGICAL HYGIENE
 DCX BIOLOGY
 DDA BIOCHEMISTRY GENERAL
 DDB CHEMISTRY ANALYTICAL
 GENERAL
 DDC CHEMISTRY INORGANIC GENERAL
 DDD CHEMISTRY ORGANIC GENERAL
 DDE CHEMISTRY PHYSICAL GENERAL
 DDF CHEMISTRY NUCLEAR
 DDG CHEMISTRY CERAMICS/GLASS
 DDH GLASS TECHNOLOGY
 DDK CHEMISTRY ELECTROCHEMISTRY
 DDL CHEMISTRY TEXTILE
 DDM CHEMISTRY PAPER
 DDN CHEMISTRY INDUSTRIAL

GCA	ALLERGY
GCD	TUBERCULOSIS
GCJ	RHEUMATIC DISEASES
GCK	GASTROLOGY
GCL	ARTHRITIS
GMF	ATOMIC MEDICINE
GOB	PHYSICIAN'S ASSISTANT TRAINING
PA	BASIC SCIENCE
GPB	PRE-DENTAL AND PRE-VET
GPC	MEDICAL SCIENCES GENERAL
GPX	PRE-MED
HAX	PATHOLOGY TISSUE(ONCOLOGY)
HCX	LABORATORY ANIMAL SCIENCES
IIX	DENTAL PROSTHESIS
IJX	DENTAL MATERIALS
KXX	PHARMACY
LAX	PHYSIOLOGIC OPTICS

**Academic Discipline Mix 4 -
Engineering**

CODE ACADEMIC TITLE

CAA	ARCHITECTURAL ENGINEERING
CAB	NAVAL ARCHITECTURE ENGINEERING
CAC	ARCHITECTURE LANDSCAPE
CAX	ARCHITECTURE GENERAL
CBX	AGRICULTURE ENGINEERING
CCD	URBAN PLANNING
CCF	ENGINEERING STRUCTURAL
CCG	CIVIL ENGINEERING (STRUCTURAL DYNAMICS)
CCH	ENGINEERING (TRANSPORTATION)
CCK	RADIOLOGICAL SAFETY AND DEFENSE
CCN	ENGINEERING SPACE FACILITIES
CCO	ENVIRONMENTAL ENGINEERING
CCP	ENVIRONMENTAL HEALTH ENGINEERING
CCQ	ENVIRONMENTAL SCIENCE
CCR	CIVIL ENGINEERING (SANITARY)
CCX	CIVIL ENGINEERING
CDA	BIOMEDICAL ENGINEERING
CDX	ENGINEERING CERAMIC
CEX	ENGINEERING CHEMICAL
CEY	COMPOSITE MATERIALS
CFA	AEROSPACE ENGINEERING (SPACE TRAVEL)
CFC	SPACE SYSTEMS ENGINEERING
CFX	ENGINEERING AERONAUTICAL
CFY	CARTOGRAPHY
CFZ	ASTRONAUTICAL ENGINEERING

CGA	PRODUCTION DESIGN ENGINEERING
CGK	GEOLOGICAL ENGINEERING
CGX	ENGINEERING ADMINISTRATION
CHA	ENGINEERING ELECTRONICS
CHB	ENGINEERING RADIO
CHF	ELECTRONIC WARFARE SYSTEMS TECHNOLOGY
CHJ	JOINT COMMAND, CONTROL & COMMUNICATION
CHX	ENGINEERING ELECTRICAL
CKB	ENGINEERING ORDNANCE
CKC	ENGINEERING RAILWAY
CKD	ENGINEERING REFRIGERATION
CKE	ENGINEERING AIR CONDITIONING
CKF	ENGINEERING HYDRAULIC
CKH	ENGINEERING MECHANICS
CKK	ENGINEERING HEATING
CKL	ENGINEERING AUTOMOTIVE
CKM	ENGINEERING DIESEL
CKN	ENGINEERING EXPLOSIVE
CKO	MISSILES AND MUNITIONS
CKP	GUIDED MISSILES
CKQ	SANITARY ENGINEERING
CKX	MECHANICAL ENGINEERING
CLA	ENGINEERING NUCLEAR EFFECTS
CLB	ENGINEERING REACTOR
CLD	CIVIL ENGINEERING (CONSTRUCTION)
CLE	MAINTAINABILITY ENGINEERING
CLF	NUCLEAR ENGINEERING
CME	MATERIAL ENGINEERING
CMX	ENGINEERING MARINE
CNX	ENGINEERING METALLURGICAL
CPE	POLYMER ENGINEERING
CPF	POWER ENGINEERING
CPG	PLASTICS ENGINEERING
CPX	ENGINEERING MINING
CQX	ENGINEERING PIPELINE
CRA	FUEL TECHNOLOGY
CRM	ENERGY RESOURCE MANAGEMENT
CRX	ENGINEERING PETROLEUM
CSX	ENGINEERING PHYSICS
CSY	VERTICAL LIFT TECHNOLOGY
CTX	ENGINEERING SAFETY
CUA	COMPUTER SCIENCE (ENGINEERING)
CUB	OPERATIONS RESEARCH (STRATEGIC & TACTICAL SCIENCE/
CUC	OPERATIONS RESEARCH ANALYST (ENGINEERING)
CUD	COMPUTER ENGINEERING (ARTIFICIAL INTELLIGENCE)
CUG	SOFTWARE ENGINEERING

CUX SYSTEMS ENGINEERING
 CWX ENGINEERING TEXTILE
 CXX ENGINEERING GENERAL
 CYA HUMAN FACTORS ENGINEERING
 CYX ENGINEERING INDUSTRIAL
 CYY ROBOTICS ENGINEERING

Academic Discipline Mix 5 - Nursing

CODE	ACADEMIC TITLE
JAX	NURSING ANESTHESIA
JBX	NURSING OPERATING ROOM
JCC	NURSING CARDIOVASCULAR DISEASES
JCD	NURSE FLIGHT
JCX	NURSING MEDICAL/SURGICAL
JDA	NURSING PEDIATRIC
JDD	NURSING OBSTETRICAL
JDX	NURSING MATERNAL AND CHILD HEALTH
JEC	NURSING MENTAL HEALTH
JEX	NURSING NEUROPSYCHIATRY
JFX	NURSING PUBLIC HEALTH
JGX	NURSING EDUCATION
JHB	NURSING ADMINISTRATION
JXX	NURSING GENERAL

**Appendix C
 Reimbursable/nonreimbursable Fees or
 Payment Under ROTC Scholarships**

C-1. Reimbursable/appropriate fees for payment (when required for degree completion or to attend the college or university)

Academic enhancement fee
 Academic enrichment fee
 Accident insurance fee
 Activity fee
 Application fee
 Art gallery fee
 Artist fee
 Arts and science fee
 Athletic fee
 Auxiliary fee
 Auxiliary maintenance fund fee
 Building maintenance fee

CAAP testing fee
 Campus activity fee
 Campus privilege fee
 Campus recreation fee
 Campus services card fee
 Cap & gown fee
 Chapel fee
 Class activity fee
 Clinical nurse fee
 Communication lab fee
 Comprehensive fee
 Computer lab fee
 Computer usage fee
 Construction fee
 Convocation fee
 Course fee
 Course incidental fee
 Early experience fee
 Ecology lab fee
 Education fee
 Educational enhancement fee
 English lab fee
 Enhancement fee
 Enrollment fee
 Equipment fee
 Equipment rental fee
 Facility fee
 Faculty improvement fee
 Financial aid trust fee
 Freshman of the year studies fee
 General use fee
 Graduation fee
 Health and recreation fee
 Health center fee
 Health enhancement fee
 Health fee
 Health insurance fee
 Health service fee
 ID card fee
 Instructionally related activities fee (IRA)
 International student service fee
 Laboratory fees
 Learning technical fee
 Lecture fee
 Liability fee
 Library fee

Mail box fee
Maintenance fee
Malpractice fee
Matriculation fee
Medical center fee
Medical science fee
Medical service counseling fee
Microscope fee
Music fee
Music room practice fee
New student orientation fee
Nonresident fee
Nurse insurance fee
Nursing fee
Nursing immunization fee
Observer fee
Orientation fee
Phone registration fee
Photo ID fee
Recording fee
Recreation fee
Registration fee
Science lab fee
Sickness insurance fee
Special assessment fee
Special course fee (required for degree i.e. army ROTC, music, PE, biology, physics, science, engineering, business, chemistry, art, military science, choir fee, opera fee, natural science, criminology, etc.)
Special operating fee
State university fee
Student activity fee
Student assessment fee
Student center fee
Student commons fee
Student government fee
Student publications fee
Student record fee
Student recreation complex fee
Student recreation fee
Student union fee
Technology fee
Telecommunications fee
Theater fee
Transcript fee

Union maintenance fund
Wellness center fee

C-2. Nonreimbursable fees/items not paid by ROTC scholarship
Add/drop fee
Audit fees
Aviation fees
Complete withdrawal fee
Copies
Course change fee
Deposits
Equipment purchases
Field trips
Food service
Housing
Incomplete registration fee
Late fee
Laundry/dry cleaning
Lost book fee
Packets
Parking/permit/decal fees (any fees associated with vehicles)
Payment plan change fee
Placement test fee
Post office box rental (unless mandatory for all students)
Replacement of student ID card
Residence hall dues
Returned check fee
Special study fee
State licensing exams
Supplies
Syllabus
Telephone service fee (unless mandatory for all students)
Uniforms
University facilitation system
Voice mail (if not required for all for registration)
Yearbooks

**Appendix D
ROTC Scholarship Processing and
Selection Procedures for the
General Creighton W. (Abe)
Abrams Scholarship, the Combined
United Services Automobile
Association/Sprint (USAA/Sprint)
Scholarship, the Armed Forces
Insurance General Melvin Zais
Army ROTC Scholarship, the
Pentagon Federal Credit Union
Scholarship, the Army and Air
Force Mutual Aid Association and
the United Services Planning
Association, Inc. and Independent
Research Agency for Life Insurance,
Inc. (USPA&IRA)Scholarship
Programs**

D-1. Time Schedule

Each ROTC region will forward selected regional recipients file to Headquarters, U.S. Army Cadet Command to arrive not later than 1 September. Headquarters, Cadet Command will notify the scholarship sponsors of the winners by 30 September.

D-2. Nomination eligibility.

a. Applicants for these awards must--

(1) Have completed Advanced Camp.

(2) Be MS IV cadets the year of the award and meet the eligibility requirements prescribed in AR 145-1, paragraph 3-34. Cadets completing associates degree at the Military Junior Colleges and cadets

completing post graduate work are eligible to compete.

(3) Meet the age requirements specified for nonscholarship cadets and medical standards of AR 40-501.

(4) Be eligible to receive a baccalaureate degree, or an associate degree for MJC, at the end of the school year (May/Jun) of the year of the award or by December of the subsequent school year for undergraduate cadets.

b. Additionally, nonscholarship cadets who are classified as completion cadets with one full year of undergraduate college credit remaining are eligible for these scholarships.

c. In exceptional cases, scholarship cadets who have completed their ROTC and scholarship benefits and require one full year of college credit to complete their undergraduate degree requirements may also be considered for these scholarships. Their obligation for active or RC duty, however, will be that of a scholarship cadet and they must meet the age and medical requirements of a scholarship cadet. Cadets currently on an Army ROTC scholarship are ineligible.

d. Individuals may only be the recipient of one of the Army ROTC civilian sponsored scholarships.

D-3. Nominations. Application files will be comprised of the following items and forwarded to the appropriate ROTC region.

a. Right side: (top to bottom)

(1) Letter from cadet addressing why the individual is applying for the scholarship.

(2) ROTC Cadet Command Form 104-R.

(3) College transcripts.

(4) Photo.

b. Left side: (top to bottom)

(1) Letter of support from PMS addressing applicant's leadership potential, extracurricular activities, etc.

(2) Advanced Camp evaluation.

(3) Cadet Record Brief (CRB).

D-4. Final selection and acceptance. All files will be reviewed by a board of Army officers at the appropriate ROTC region. The board will recommend designated applicants as winners, alternates, or nonselectees. ROTC region commanders are the final approving authority for regional winners and will advise Headquarters, Cadet Command and PMS of final selections.

D-5. General.

a. **The General Creighton W. (Abe) Abrams Scholarship.** This annual scholarship program is sponsored by the NationsBank, Fort Sam Houston Branch. Seven one-year scholarships are awarded each year-- two selected from each of the three

ROTC regions and one national recipient selected by Headquarters, U.S. Army Cadet Command. The national scholarship is in the amount of \$1,500, and each region scholarship is in the amount of \$1,000. Scholarship assistance is provided by the sponsors after Headquarters, Cadet Command notifies them of the scholarship recipients. Region commanders will provide Headquarters, Cadet Command the name of their selected recipients to include background information on the individuals, identifying the cadet for national nomination and an alternate. Headquarters, Cadet Command will notify the appropriate region of the national winner and will designate that region's alternate as a regional winner. ROTC region will notify the appropriate PMS of the national General Creighton W. Abrams award. Information will be provided to the sponsor. ROTC region commanders will notify the PMS of the regional award. The bank will contact Headquarters, Cadet Command for publicity and presentation of these awards. The PMS will be contacted by the bank for arrangement of scholarship assistance payment.

b. **The Combined United Services Automobile Association/ Sprint (USAA/Sprint) Scholarship:**

This annual scholarship program is sponsored by the United Services Automobile Association and Sprint (USAA/Sprint). Twenty-nine one-year combined USAA/Sprint Sponsored Army ROTC scholarships are awarded each year -- nine each by second and fourth regions, ten by first region and one national award by Headquarters, U.S. Army Cadet Command. The

national scholarship is in the amount of \$1,500, and each region award is \$1,000 payable to the cadet. Scholarship assistance is provided by USAA/Sprint after the ROTC region commanders notify Headquarters, Cadet Command the name of their selected recipients to include background information on the individuals, identifying the cadet for national nomination and an alternate. Headquarters, Cadet Command will notify the appropriate region of the national winner and will designate that regions alternate as a regional winner. ROTC region will notify the appropriate PMS of the national USAA/Sprint award. USAA/Sprint will contact the region commanders for publicity and presentation of these awards. The PMS will be contacted by USAA/Sprint for arrangement of scholarship assistance payment.

c. The Armed Forces Insurance General Melvin Zais Army ROTC Scholarship: This annual scholarship program is sponsored by the Armed Forces Insurance. Three one-year scholarships are available each year -- one to each of the three ROTC regions. Each scholarship is in the amount of \$1,000. Scholarship assistance is provided by Armed Forces Insurance after notification is made by Headquarters, Cadet Command. Region commanders will notify the PMS of the scholarship recipient. Each region commander will provide Headquarters, Cadet Command the name of their selected recipient to include background information on the individual. Information will be provided to Armed Forces Insurance. Armed Forces

Insurance will contact the region commanders for publicity and presentation of these awards. The PMS will be contacted by Armed Forces Insurance for arrangement of scholarship assistance payment.

d. The Pentagon Federal Credit Union Scholarship: This annual scholarship program is sponsored by the Pentagon Federal Credit Union. Nominees must be sons or daughters of active duty, reserve, retired, or deceased military members. Three scholarships are available each year -- one to each of the three ROTC regions. Each scholarship is in the amount of \$750. Scholarship assistance is provided by Pentagon Federal Credit Union after notification is made by Headquarters, Cadet Command. Region commanders will notify the PMS of their scholarship recipient. Pentagon Federal Credit Union will contact the region commanders for publicity and presentation of these awards. The PMS will be contacted by Pentagon Federal Credit Union for arrangement of scholarship assistance payment.

e. The Army and Air Force Mutual Aid Association Scholarship: This annual scholarship program is sponsored by the Army and Air Force Mutual Aid Association. Three scholarships are available each year -- one to each of the three ROTC regions. Each scholarship is in the amount of \$1,000. Scholarship assistance is provided by the Army and Air Force Mutual Aid Association after notification is made by Headquarters, Cadet Command. Region commanders will notify the PMS of the scholarship recipient.

Information will be provided to the Army and Air Force Mutual Aid Association. The Army and Air Force Mutual Aid Association will contact the region commanders for publicity and presentation of these awards. The PMS will be contacted by the Army and Air Force Mutual Aid Association for arrangement of scholarship assistance payment.

f. The United Services Planning Association, Inc. and Independent Research Agency for Life Insurance, Inc. (USPA&IRA). Five scholarships are available each year -- one to each of the three ROTC regions and two at large. Each scholarship is in the amount of \$1,000. Each region is to submit two applicants, one primary and one secondary. Headquarters, Cadet Command will select the two at large awards from the three secondary nominees. Scholarship assistance is provided by the USPA&IRA after notification is made by Headquarters, Cadet Command. Region commanders will notify the PMS of the scholarship recipient. Information will be provided to the USPA&IRA. The USPA&IRA will contact the region commanders for publicity and presentation of these awards. The PMS will be contacted by the USPA&IRA for arrangement of scholarship assistance payment.

**Appendix E
ROTC Scholarship Processing and Selection Procedures for the Armed Forces Communications and Electronics Association (AFCEA) Educational Foundation ROTC Scholarship Program**

E-1. General.

a. The AFCEA Educational Foundation Scholarships are to encourage and reward outstanding and deserving students in the ROTC program. The Foundation seeks applications from students majoring in electronics, communications, or electrical engineering, mathematics, computer technology, or intelligence systems.

b. The AFCEA Educational Foundation awards 20 scholarships each year for undergraduate college or university study on the basis of merit and financial need.

(1) Ten scholarships for \$1,500 are presented to ten Army ROTC students from the junior class for the year they matriculate as seniors.

(2) Ten scholarships for \$1,500 are presented to ten Army ROTC students selected from the sophomore class for the year they matriculate as juniors.

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

E-2. Nomination eligibility. The cadets selected for these scholarships must--

a. Be U.S. citizens.

b. Be of good moral character.

c. Have demonstrated academic excellence.

d. Be working toward a degree in electronics, communications

engineering, electrical engineering, mathematics, physics, computer science or technology, or information management systems.

e. Have an observed need for financial assistance in completing their education.

f. Have demonstrated the motivation to complete a college education and the potential to serve as officers in the Armed Forces of the United States.

E-3. Nomination. In making nominations, the PMS is expected to work with their educational institutions in a manner compatible with their existing procedures for scholarship awards.

E-4. Application. Regions will be provided nomination forms (Form I (Nomination for AFCEA Educational Foundation Scholarship)) annually to distribute to their PMS. The PMS will ensure that Form I is completed, signed as appropriate, and forwarded to region. It is extremely important that the application be completed in its entirety, particularly the financial portion.

E-5. Final selection and acceptance. Each region headquarters is asked to screen all applications and submit nominations to the AFCEA Educational Foundation, Scholarships and Awards Program, The AFCEA International Headquarters Building, 4400 Fair Lakes Court, Fairfax, VA 22033-3899, for final selection. Nominations should be received by the AFCEA Educational Foundation not

later than 1 May of the year of application.

E-6. All individuals nominated by regions will be notified in writing by AFCEA of the results of their candidacy. Those selected for a scholarship will be notified in writing in June of the year selected. Students receiving a scholarship are eligible to compete again in subsequent years.

Appendix F ROTC Scholarship Processing and Selection Procedures for the Daedalian Foundation Scholarship Program

F-1. General. This annual scholarship program is sponsored by the Daedalian Foundation. The Daedalian organization perpetuates the deeds and memories of the first American pilots. Two \$1000 scholarships are awarded each year along with Daedalian certificates. These scholarships will be awarded annually to the previous year's outstanding top two MS IV Aviation Branch ROTC cadets. The production year 1 April through 31 March will be used. These awards are presented to recognize and encourage outstanding candidates in Army ROTC to become career military pilots. Scholarship checks will be made out to the individual recipients. Scholarships will be presented whenever possible by Daedalians. The Daedalians will coordinate with regions for publicity and presentation.

F-2. Selection of recipients.

a. Cadet Command will select the top two Aviation Branch nonscholarship ROTC cadets annually

from the ROTC Selection and Branching Board's Order of Merit List. The top two Aviation Branch nonscholarship cadets will be selected for outstanding overall achievements in ROTC.

b. Selection for these awards will be made using the following criteria:

(1) GPA at college or university.

(2) ROTC camp score (including leadership, peer ranking, TAC officer evaluation).

(3) PMS ranking/evaluation.

(4) Overall ranking of Cadet Command's Order of Merit List.

(5) Selected for Commissioning.

F-3. Cadet Command will notify regions and the Daedalian Foundation of selected recipients by February of each year.

Glossary

Section I

Abbreviations

ACT	American College Test
ADM	Academic Discipline Mix
AFCEA	Armed Forces Communications and Electronics Association
APFT	Army Physical Fitness Test
AR	Army Regulation
BEUM	Battalion End User's Manual
BR	Scholarship Award Category for Basic Camp Reserve Forces Duty Scholarship
CES	Cadet Evaluation System
CGPA	Cumulative Grade Point Average
CONUS	Continental United States
CRB	Cadet Record Brief
CTLT	Cadet Troop Leader Training
DODMERB	Department of Defense Medical Examination Review Board
EPS&N	Engineer, Physical Science and Nursing
GPA	Grade Point Average
HBCU	Historically Black College/University

IAW	In accordance with
JFTR	Joint Federal Travel Regulation
LOA	Leave of Absence
MJC	Military Junior College
MS	Military Science
PAE	Physical Aptitude Exam
PMS	Professor of Military Science
PNE	Partnership in Nursing Education
RC	Reserve Component
RFD	Reserve Forces Duty
ROTC	Reserve Officers' Training Corps
ROTCMMS	Reserve Officers' Training Corps Mission Management System
SAT	Scholastic Aptitude Test
SY	School Year
USAR	United States Army Reserves
VA	Veteran's Administration

Section II

Terms.

- a. **Dedicated scholarships.** Scholarships dedicated by law or regulation to a specific group of schools or individuals.

b. **Advanced designated scholarships.** Two- and three-year scholarships awarded to qualified three- and four-year applicants provided they meet established validation criteria.

c. **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., military science (MS) I cadet would be an academic freshman, MS II cadet an academic sophomore, MS III cadet an academic junior, and MS IV cadet an academic senior. Cadets in a documented five-year degree program and receiving extended benefits are classified as MS V. Contracted cadets who have completed all ROTC requirements but have not completed baccalaureate degree requirements are classified as completion cadets.

d. **Qualified Winner.** A fully qualified scholarship recipient. No further action is required by Headquarters, Cadet Command or region, 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.

e. **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.

f. **Enrolled cadet.** Any individual currently enrolled in a ROTC military science course who has signed Cadet Command Form 139 (Army ROTC

Loyalty Oath and Conscientious Objector Statement).

g. **Nonenrolled student.** Any individual not currently enrolled in a ROTC military science course. If student has completed some MS courses but is not currently taking MS, he is considered nonenrolled.

FOR THE COMMANDER:

OFFICIAL ROY F. ZINSER, JR.
Colonel, GS
Chief of Staff

C. PAUL WHITAKER
Colonel, GS
Director, Personnel and
Administration Directorate

DISTRIBUTION (Special)
Cdr, USA First Region (ROTC)
Cdr, USA Second Region (ROTC)
Cdr, USA Fourth Region (ROTC)
Cmdt, School of Cadet Command
Battalion Commander/PMS, Senior
ROTC Host Battalions
OIC, Senior ROTC Extension Centers

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