MIDSHIPMAN HANDBOOK

2015-2016 Edition
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NROTC UNIT VIRGINIA TECH INSTRUCTION 5000.1M

Subj: MIDSHIPMAN HANDBOOK

1. Purpose. To promulgate guidelines for Virginia Tech Midshipmen.

2. Cancellation. NROTCUVTINST 5000.1L.

3. Discussion. This instruction is intended to provide each midshipman at Virginia Tech with information and guidance necessary for successful completion of the NROTC program. It is essential that each midshipman become aware of the requirements of the University and the Virginia Tech Corps of Cadets.

4. Action. Each midshipman should become thoroughly familiar with the direction and guidance contained herein. Each midshipman has access to this handbook via the VT NROTC Unit website and is responsible for ensuring they are current with all updates, changes, and corrections.

R. V. JAMES III

Distribution:
NROTC Staff
VTCC
# RECORD OF CHANGES

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CHAPTER 1

THE NAVAL ROTC PROGRAM

History, Mission, Programs, and Organization

1-1. History of the Naval Reserve Officers Training Corps (NROTC)

1. The Naval Reserve Officers Training Corps was created in 1926 as an avenue to offer college students commissions in the Naval Reserve. The program was established at six universities, offering students the Naval Science courses required to supplement their education and qualify them for commissioning. The initial program was very successful, especially during the years of World War II when the need for well-trained Naval Officers was great.

2. By the end of World War II, the United States was firmly established as the world’s major sea power, and the requirement for a larger corps of regular career officers was readily apparent. To meet this need, Congress enacted the Holloway Plan in 1946. This plan provided for expansion of the NROTC Program to produce additional career officers to supplement those trained at the U.S. Naval Academy.

3. NROTC at Virginia Tech was established in 1983 as Unit Number 60 in the program. There were initially 105 students enrolled in 1984. Instruction is conducted and supervised by the Commanding Officer in his capacity as Head of the Department of Naval Science and Professor of Naval Science (PNS).

4. All NROTC students, male and female, are referred to as Midshipmen. First year midshipmen are Fourth Class; second year midshipmen are Third Class; third year midshipmen are Second Class; and fourth year midshipmen as well as those requiring more than eight semesters to graduate/commission are First Class. The number of college credits completed does not bear upon NROTC standing. In NROTC, the Fourth Class (4/C) and Third Class (3/C) years are together referred to as the Basic Program. The Second Class (2/C) and First Class (1/C) years constitute the Advanced Program.

5. Virginia Tech’s NROTC program shares a cross-town agreement with the Radford University School of Nursing. NROTC nursing students must remain active midshipmen of the Virginia Tech Naval Battalion, complete required Naval Science courses, complete all prerequisite nursing courses, and pass acceptance criteria for entry into the Nurse Corps program.

6. Regulations for the administration and management of the NROTC Program are set forth in NSTC M-1533.2 (Series).

1-2. Mission and Goals of the NROTC Programs

1. The mission of the NROTC is to develop midshipmen mentally, morally, and physically, and to imbue them with the highest ideals of duty and loyalty, and with the core values of honor, courage, and commitment, in order to commission college graduates as Naval Officers who
possess a basic professional background, are motivated toward careers in the Naval Service, and have a potential for future development in mind and character so as to assume the highest responsibilities of command, citizenship, and government.

2. The primary objectives of the NROTC program are to provide midshipmen with:

   a. A well-rounded course in Naval Science, which in conjunction with a baccalaureate degree, will qualify them for a commission in the Navy or Marine Corps.

   b. The highest ideals of honor, courage and commitment, while preparing them mentally, morally, and physically for commissioning.

   c. The platform upon which they will develop those leadership qualities which are essential to every Navy and Marine Corps officer.

3. In pursuit of these goals, midshipmen are expected to take personal responsibility for their professional development. They will hold themselves to higher standards than their peers. The NROTC Unit has a civilian attire policy to guide midshipmen in maintaining professional standards which can be found on the Unit website (Reference: Appropriate Civilian Attire Policy Memorandum). Midshipmen are encouraged to enthusiastically engage in leadership challenges in the Virginia Tech Corps of Cadets (VTCC) and are expected to uphold the highest standards of the Corps in their rooms, uniforms, and conduct.

1-3. NROTC Programs

1. The NROTC consists of two programs: the Scholarship Program and the College Program. The Four-Year Scholarship Program consists of students selected in national competition among high school seniors, while Three- and Two-Year Scholarship Program students are selected from college program students with three or two years until graduation, respectively. Scholarship Program benefits include tuition, books, most fees, uniforms, a monthly non-taxable allowance (see Chapter 3), plus a commission in the Navy or Marine Corps. Four-year Scholarship Midshipmen participate in three Summer Training Cruises of between two to six-weeks duration each. Three-year Scholarship Midshipmen participate in two training cruises while Two-year Scholarship recipients attend only one. Graduates of the NROTC Program will incur an active service obligation, the length of which depends upon warfare assignment.

2. College Program students are provided Naval Science books and, if selected for Advanced Standing, begin receiving a monthly non-taxable allowance (see Chapter 3) upon completion of the two-year Basic Course. They participate in just one summer cruise following their junior year. Upon commissioning, Advance Standing students incur an active service obligation, the length of which depends upon warfare assignment. College Program Midshipmen are considered for scholarship status based on the availability of scholarships within the NROTC Program. Scholarship selection is based on overall performance with emphasis on academic excellence. Additional requirements may be necessary for consideration for Marine Option Scholarship selection (see paragraph 1-4.1).
3. All NROTC students must participate as members in Good Standing in the VTCC. Navy Option Midshipmen must complete 24 semester hours and Marine Option Midshipmen 18 semester hours of Naval Science courses. Additionally, Navy Option Scholarship Program students shall complete an NROTC core curriculum that includes Calculus and Calculus-based Physics.

4. Specific course requirements for NROTC students are discussed in section 2-4.

1-4. Amplifying Information on Marine Option and Nuclear Propulsion Programs

1. Marine Option. Midshipmen may apply for the Marine Option any time during their freshman year. Those approved by the Commandant of the Marine Corps (CMC) for Marine Option take Naval Science courses in Amphibious Warfare and Evolution of Warfare. Marine Option Midshipmen may be in either the College Program or Scholarship Program. Marine Option Midshipmen participate in rigorous training at Officer Candidate School (OCS) in Quantico, VA, during the summer following their junior year. Upon graduation from college, Marine Option Midshipmen receive commissions as Second Lieutenants in the United States Marine Corps. Following commissioning, the Active Duty service commitment for Marine officers is four years. Marine Option students can apply for and receive aviation guarantees as early as their sophomore year if they meet certain physical requirements and attain requisite scores on the Aviation Standard Battery Test (ASTB).

   a. Raider Company. Raider Company is the Marine Option Company within the Naval ROTC Battalion. Only Midshipmen who have a genuine interest in obtaining a commission in the Marine Corps are admitted to Raider Company. Those freshmen who possess a Four-Year Marine Option scholarship are automatically admitted to Raider Company. College Program Midshipmen interested in becoming Marine officers can join Raider Company, but must meet all standards for physical fitness and academics as outlined by the MOI. Once Midshipmen meet the minimum requirements for side load scholarship submission as outlined by the MOI, they will be submitted for a scholarship via the MOI to Marine Corps Recruiting Command. The request will then be endorsed by the Commanding Officer and forwarded to Marine Corps Recruiting Command for approval.

2. Nuclear Propulsion. The Navy's Nuclear Propulsion Program provides exceptional challenges as well as substantial bonuses to midshipmen demonstrating academic excellence. All Navy-Option students may apply for the Surface or Submarine Nuclear Propulsion Program. Interested midshipmen who apply for the program will have their Virginia Tech academic record screened, and if found eligible, will travel to Washington, D.C., for an interview with the Director of Naval Reactors. If accepted, Nuclear Propulsion candidates immediately receive a direct deposit Nuclear Accession Bonus – currently $15,000. Qualified Submarine Officer candidates receive orders to Nuclear Power School in Charleston, South Carolina, upon graduation. Nuclear Surface Warfare Officer candidates will follow the normal Surface Warfare Officer path for warfare qualification and then attend Nuclear Power School. Upon successful completion of Nuclear Power School, they will receive an additional $2,000 bonus. After Nuclear Power School, all candidates will complete hands-on training at one of the Navy’s Prototype reactors in Charleston or Ballston Spa, New York. From there, Nuclear Surface
Warfare Officers will report to a Nuclear billet onboard a surface ship (all billets are on CVNs) and Submarine Officers will report for three months of the Submarine Officer Basic Course in Groton, Connecticut, prior to reporting to their first submarine. Nuclear Propulsion Officers are required to serve a minimum of five years on active duty (this commitment includes their training).

1-5. **Indoctrination Trips.** During the academic year midshipmen may have the opportunity to travel on orientation field trips sponsored by the Unit or the Naval Service Training Command. Funding for transportation, meals and quarters are dependent on Unit budget constraints. Indoctrination Trips normally occur during weekends, include visits to Marine Corps or Navy installations throughout the East Coast, and are coordinated through the various warfare societies.

1-6. **Organization.** The NROTC Unit at Virginia Tech contains two principal organizational entities: the Unit Staff and the Midshipman Battalion. The Midshipman Battalion is normally organized into four companies for Navy midshipmen (Alpha, Bravo, Charlie, and Delta) and one company for Marine Option midshipmen (Raider). Each company has a commissioned officer assigned as a Company Advisor. Advisors assist midshipmen in leadership, academic, physical training, and professional issues. Organizational structures can be found in the Essential Navy Knowledge Guidebook.
CHAPTER 2

MIDSHIPMEN ACADEMICS

Requirements, Programs, Grading, and Deficiencies

2-1. General. Policy guidelines for the professional development of NROTC students are established by the Chief of Naval Operations in consultation with the Commandant of the Marine Corps. Implementation is the responsibility of the Naval Education and Training Command (NETC) and the Naval Service Training Command (NSTC).

2-2. Professor of Naval Science. The Commanding Officer of the NROTC Unit is the Professor of Naval Science (PNS) and functions as an academic Department Head in the College of Liberal Arts and Human Sciences (CLAHS). The PNS reviews the program of study for each midshipman to ensure university degree requirements and NROTC Program objectives are met.

2-3. Academic Majors

1. Responsibility for selecting a major field of study rests with the midshipman. While each midshipman has a University Advisor to help choose an academic major, NROTC Unit instructors serve as Midshipmen Company Advisors. Changing academic majors may affect a midshipman’s status in the program if the change of major delays the student’s graduation date or moves them from Tier 1 or 2 to Tier 3. Although movement between Tiers 1 and 2 may be approved by NROTC Unit Commanding Officer, movement to Tier 3 from Tier 1 or 2 for Navy scholarship midshipmen must be approved by NSTC, and consequently, may result in a loss of scholarship. Midshipmen should consult their NROTC Company Advisor to determine academic majors, establish an academic plan, and when contemplating a change of academic major. Note that requests to move to a Tier 3 major from a Tier 1 or 2 major must be submitted at least one semester in advance of the change in order for a board to convene in Pensacola.

2. Students in the Navy Option Scholarship Program are strongly encouraged to pursue technical majors in order to meet the technological requirements of the Navy. Navy Option Scholarship students may pursue any academic major provided it falls within the assigned Tier level of their scholarship and the midshipman also completes all academic requirements listed in section 2-4 within a reasonable period (usually eight semesters).

Note: Certain Tier 1 and Tier 2 majors may require additional semesters of coursework. Each Company Advisor has a list of majors in this category. Midshipmen in these majors may request consideration for additional semester benefits during the spring semester of their 3/C year, which are not guaranteed upon request. However, these midshipmen should be aware they will incur an additional 6 months of required service per semester of added benefits.

Note: Although NROTC Program students are encouraged to pursue technical majors, every midshipman must understand the paramount importance of maintaining a satisfactory Grade Point Average (GPA).
3. **Prior** to changing an academic major, a midshipman must consult with their NROTC Company Advisor and gain written approval from the NROTC Unit Commanding Officer. Should a Navy scholarship student with a Tier 1 or Tier 2 major change to a Tier 3 major without approval, they will lose their scholarship until NSTC either grants the major change or they are resubmitted and accepted for a scholarship. Students changing majors may be placed on academic probation for their first semester following the change of academic major. This will involve participation in the NROTC study hall and periodic grade reports to their Company Advisor. The purpose of this is to ensure that changing to an “easier” major does not result in a relaxed work ethic and decrease in performance.

4. No restrictions on academic majors exist for College Program students. All College Program students must complete the Naval Science curriculum. It should be noted that College Program students in a technical major may be more competitive for selection to a two- or three-year scholarship. Section 2-4 delineates the academic requirements.

5. The need for basic mathematics and physics skills is considered vital in our Navy. Satisfactory completion of scientific notation Calculus and Calculus-based Physics is (1) mandatory for all Navy Scholarship Program Midshipmen; (2) helpful for warfare community selection in the Nuclear Propulsion and Aviation fields; and, (3) essential for College Program student to be competitive for a Three- or Two-Year NSTC Controlled Scholarship. All Navy-Option Scholarship midshipmen shall take two semesters of Calculus and two semesters of Calculus based Physics; College Program midshipmen are strongly encouraged to take these Calculus and Calculus-based Physics courses to be more competitive for side-load scholarships. Specifically, these requirements are met at Virginia Tech by taking either MATH 1225 and 1226 or MATH 1025 and 1026 or MATH 1525 and 1526. The two required Physics courses are PHYS 2305 and PHYS 2306. Maintaining a satisfactory grade point average is essential and midshipmen should take technical classes in the university-recommended sequence and only when they have completed the course pre-requisites. The NROTC program will recognize AP credits as long as the university does. However, all students must take at least one Calculus class and one Physics class at Virginia Tech in a classroom environment. For cases in which the student places out of two semesters of Calculus, the student may satisfy this requirement by taking Multivariable Calculus (MATH 2224) or Differential Equations (MATH 2214). For cases in which the student places out of two semesters of Physics, the student may satisfy this requirement by taking Modern Physics (PHYS 3324). Calculus and Physics must be taken at Virginia Tech in a classroom environment. This requirement applies to Navy-Option Scholarship students and College Program students who pick up a scholarship. Students unable to fit these courses into their academic plan during the school year can take them over the summer, at Virginia Tech. Only in extreme circumstances is taking Calculus or Physics over the summer at another institution allowed – if you are going to have difficulty completing the requirement, contact your academic advisor early. Any course taken at an institution other than Virginia Tech must be approved by the midshipman’s Company Advisor and the Commanding Officer prior to enrollment.

6. Marine Option Midshipmen may pursue a wide range of academic majors and need not complete the technical course requirements of Navy Option students. NSTC Scholarship Program requirements for Marine Option students are processed separately from Navy Option and are based
on the “whole person” concept. Marine Option students take some of the same introductory Naval Science courses as Navy Options for the first two years. During their junior and senior years, Marine Options take Evolution of Warfare, Expeditionary Warfare, and Leadership and Ethics courses.

2-4. Academic Programs

1. Students in the NROTC Program must satisfactorily complete the following Naval Science courses except as noted below:

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Title</th>
<th>Credits</th>
<th>Semester</th>
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<tr>
<td>MN 1004</td>
<td>Introduction to Naval Science</td>
<td>3</td>
<td>Freshman Fall</td>
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<tr>
<td>MN 2104</td>
<td>Seapower and Maritime Affairs</td>
<td>3</td>
<td>Freshman Spring</td>
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<tr>
<td>MN 4005</td>
<td>Leadership and Management I</td>
<td>3</td>
<td>Sophomore Fall</td>
</tr>
<tr>
<td>MN 3005</td>
<td>Navigation</td>
<td>3</td>
<td>Sophomore Spring</td>
</tr>
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<td>MN 1104</td>
<td>Naval Ships System I: Engineering</td>
<td>3</td>
<td>Junior Fall (Navy Option)</td>
</tr>
<tr>
<td>MN 2004</td>
<td>Naval Ships Systems II: Weapons</td>
<td>3</td>
<td>Junior Spring (Navy Option)</td>
</tr>
<tr>
<td>MN 3006</td>
<td>Naval Operations and Seamanship</td>
<td>3</td>
<td>Senior Fall (Navy Option)</td>
</tr>
<tr>
<td>MN 3204</td>
<td>Evolution of Warfare (Marine Option)</td>
<td>3</td>
<td>Junior or Senior Fall</td>
</tr>
<tr>
<td>MN 4204</td>
<td>Amphibious Warfare (Marine Option)</td>
<td>3</td>
<td>Junior or Senior Fall</td>
</tr>
<tr>
<td>MN 4006</td>
<td>Leadership and Ethics Course</td>
<td>3</td>
<td><strong>Spring Semester</strong></td>
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<td></td>
<td></td>
<td><strong>prior to Graduation</strong></td>
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Notes:
   a. Courses NOT required for Marine Option students: MN 1104, 2004, 3005, and 3006
   b. Courses required for Nurse Option students: MN 1004, 2104, 4005, and 4006
   c. MN 2104 fulfills Area 7 and MN 4005 fulfills Area 3 of the University’s Curriculum for Liberal Education (CLE).

2. Professional Laboratory and Mission-Oriented Training (ProLab) is an integral and required adjunct to the NROTC Program at Virginia Tech. ProLabs introduce midshipmen to a wide range of contemporary and general military subjects in order to increase their professional knowledge, appreciation of military tradition, bearing, and discipline. Mission-Oriented Training will be conducted as requirements dictate to enhance classroom instruction. Training will be scheduled as required during periods that do not conflict with the required training of the Corps of Cadets. ProLab is normally scheduled for Tuesdays from 1530-1645. Attendance at all ProLabs is mandatory. Waivers for ProLab attendance will only be considered for conflicts with required courses that meet only during ProLab. A midshipman requesting a ProLab waiver must designate a weekly two-hour time block for supplementary instruction.
3. The courses listed below, taught by the University, are required for all NROTC students, with exceptions noted:

<table>
<thead>
<tr>
<th>Course number or academic area</th>
<th>Academic year normally completed</th>
<th>Requirements</th>
<th>Credits</th>
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<tr>
<td>Math 1225-1226 OR Math 1025-1026 OR Math 1525-1526</td>
<td>Freshman/Sophomore (must be completed before end of Sophomore year)</td>
<td>Required of Navy Option Scholarship Students. Calculus recommended for College Program midshipmen seeking a scholarship</td>
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<tr>
<td>Physics 2305-2306</td>
<td>Sophomore (must be completed before end of Junior year)</td>
<td>Required of Navy Option Scholarship Students. Recommended for College Program midshipmen seeking a scholarship</td>
<td>8</td>
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<tr>
<td>College Physical Science w/ Lab</td>
<td>Sophomore/Senior</td>
<td>Minimum requirement of all Navy Option Advance Standing Students</td>
<td>8</td>
</tr>
<tr>
<td>English 1105-1106, OR COMM 1015-1016</td>
<td>Freshman (must be completed before end of sophomore year)</td>
<td>Required for all Navy Option and Marine Option Students</td>
<td>6</td>
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<tr>
<td>*American History/National Security Policy</td>
<td>Any year</td>
<td>Required for all Navy Option and Marine Option Students</td>
<td>3</td>
</tr>
<tr>
<td>**World Cultures and Regional Studies</td>
<td>Any year</td>
<td>Required for all Navy Option Students and recommended for all Marine Option Students</td>
<td>3</td>
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Note: Nurse-Option students only need complete the English requirement.

*American History / National Security Policy. These courses focus on U.S. military history, world military history, U.S. National Security policy, or combinations of these topics.

HIST 3014 American Revolution
HIST 3054 The American Civil War
HIST 3064 Emergence of Modern America, 1877-1917
HIST 3084 Recent America, 1917-Present
HIST 3254 The Vietnam War
HIST 3264  U.S. in Latin America
HIST 3534  Modern Military History
HIST 3544  World War II
HIST 3554  Age of Globalization
PSCI 1014  Introduction to US Government and Politics
PSCI 1024  Introduction to Comparative Government and Politics
PSCI 3114  Global Security
PSCI 3615/3616  International Relations
PSCI 3624  Foreign Policy and Diplomacy
PSCI 3525/3526  Foreign Policies of the Super Powers
PSCI 3704  National Security Strategy
PSCI 3714  US Policy Process
PSCI 3734  National Security
PSCI 3754  American Political Theory
PSCI 3794  Terrorism and Counterterrorism
HIST 1115 AND 1116  History of the United States

** World Cultures and Regional Studies. These courses have an emphasis on Third World, Far East, and/or Southwest Asia and are selected to expand our future officer corps’ awareness, knowledge, and sensitivity to world cultures and peoples.

AFST 1814  Intro to African Studies
AFST 2144  African Religions
HUM 1324  Introductory Humanities: The Modern World
PHIL 2304  Global Ethics
PHIL 3015/3016  Political Theory
PHIL 3454  Philosophy of Religion
RLCL 1014  Asian Religions
RLCL 1024  Judaism, Christianity, Islam
RLCL 1034  Religion and the Modern World
RLCL 1904  Religion and Culture in Asia
RLCL 2134  Jewish History, Culture, and Heritage
RLCL 2324  Islam
RLCL 3214  Religion and Culture in India
RLCL 3224  Religions of China and Japan
RLCL 3544  The State of Israel: A Political History
RLCL 3604  Islam and the Modern World
ARBC 1105/1106  Elementary Arabic
ARBC 2105/2106  Intermediate Arabic
ARBC 2774  Arab Culture and Civilization
CHN 1105/1106  Elementary Chinese
CHN 2105/2106  Intermediate Chinese
ENGL 1644  Intro to World Literature (SP only)
ENGL 1674  Intro to African American Literature (SP only)
ENGL 3644  Post Colonial Culture Studies
<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>GEOG 1004</td>
<td>Intro to Human Geography</td>
</tr>
<tr>
<td>GEOG 1014</td>
<td>World Regions</td>
</tr>
<tr>
<td>GEOG 2034</td>
<td>Geography of Global Conflict</td>
</tr>
<tr>
<td>GEOG 2054</td>
<td>Intro to World Politics</td>
</tr>
<tr>
<td>GEOG 2064</td>
<td>The Global Economy and World Politics</td>
</tr>
<tr>
<td>GEOG 3254</td>
<td>Geography of East Asia</td>
</tr>
<tr>
<td>GEOG 4764</td>
<td>International Development Policy and Planning</td>
</tr>
<tr>
<td>HIST 1214</td>
<td>History of the Modern World</td>
</tr>
<tr>
<td>HIST 1515/1516</td>
<td>History of Africa</td>
</tr>
<tr>
<td>HIST 2124</td>
<td>Critical Issues in World History</td>
</tr>
<tr>
<td>HIST 2184</td>
<td>History of the Balkans</td>
</tr>
<tr>
<td>HIST 2304</td>
<td>Africa in the Modern World</td>
</tr>
<tr>
<td>HIST 2345/2346</td>
<td>History of the Middle East</td>
</tr>
<tr>
<td>HIST 2355/2356</td>
<td>History of China</td>
</tr>
<tr>
<td>HIST 2364</td>
<td>History of Japan</td>
</tr>
<tr>
<td>HIST 2375/2376</td>
<td>History of the Indian Subcontinent</td>
</tr>
<tr>
<td>HIST 3554</td>
<td>Age of Globalization</td>
</tr>
<tr>
<td>HIST 3594</td>
<td>The Rise of Modern Latin America</td>
</tr>
<tr>
<td>HIST 3604</td>
<td>Russia to Peter the Great</td>
</tr>
<tr>
<td>HIST 3614</td>
<td>Imperial Russia</td>
</tr>
<tr>
<td>HIST 3624</td>
<td>Health and Illness in African History</td>
</tr>
<tr>
<td>HIST 3644</td>
<td>Twentieth Century Russia</td>
</tr>
<tr>
<td>HIST 3654</td>
<td>The Arab-Israeli Dispute</td>
</tr>
<tr>
<td>HIST 3664</td>
<td>Revolutionary China</td>
</tr>
<tr>
<td>HIST 3684</td>
<td>Cultural History of the Soviet Union and the Successor States</td>
</tr>
<tr>
<td>JPN 1105/1106</td>
<td>Elementary Japanese</td>
</tr>
<tr>
<td>JPN 2105/2106</td>
<td>Intermediate Japanese</td>
</tr>
<tr>
<td>PSCI 1004</td>
<td>Nations and Nationalities</td>
</tr>
<tr>
<td>PSCI 3514</td>
<td>Latin American Government and Politics</td>
</tr>
<tr>
<td>PSCI 3515/3516</td>
<td>European Political Systems</td>
</tr>
<tr>
<td>PSCI 3524</td>
<td>Politics of Post-Communist Systems</td>
</tr>
<tr>
<td>PSCI 3534</td>
<td>African Government and Politics</td>
</tr>
<tr>
<td>PSCI 3544</td>
<td>The State of Israel: A Political History</td>
</tr>
<tr>
<td>PSCI 3554</td>
<td>Comparative Political Economy</td>
</tr>
<tr>
<td>PSCI 3564</td>
<td>Violent Political Change</td>
</tr>
<tr>
<td>PSCI 3574</td>
<td>Government and Politics of Japan</td>
</tr>
<tr>
<td>PSCI 3584</td>
<td>Governments and Politics of Asia</td>
</tr>
<tr>
<td>PSCI 3634</td>
<td>Human Rights: Global Issues</td>
</tr>
<tr>
<td>RUS 1105/1106</td>
<td>Elementary Russian</td>
</tr>
<tr>
<td>RUS 2105/2106</td>
<td>Intermediate Russian</td>
</tr>
<tr>
<td>RUS 2734</td>
<td>Intro to Russian Culture and Civilization</td>
</tr>
<tr>
<td>RUS (ENGL) 3424</td>
<td>Russian Literature in English Civilization</td>
</tr>
<tr>
<td>UAP 4214</td>
<td>Women, Environment, and Development in a Global Perspective</td>
</tr>
</tbody>
</table>

**Note on American History/National Security Policy and World Cultures/Regional Studies courses:** Many of these courses are cross-listed with other departments. Successful completion
of a cross-listed course also satisfies the NROTC requirements. Successful completion of honors classes also satisfies the requirements.

2-5. **Academic Requirements**

1. All Navy Option Scholarship Program students must satisfactorily complete course sequences in calculus and physics equivalent to at least six semester hours each. The calculus sequence shall cover material through the integration of one variable. The physics sequence shall be calculus-based and cover the traditional topics of mechanics, electricity, magnetism, sound, optics, heat, and other related subject matter. Calculus and physics courses completed at schools other than Virginia Tech must be transferable for credit with a letter grade to Virginia Tech before they are used to satisfy the Navy Option Scholarship Program requirement. The requirement for calculus and physics cannot be waived. Four-Year Navy Scholarship Program students must complete calculus by the end of the second year of the Naval Science curriculum (normally the sophomore year) and physics by the end of the third year of Naval Science (normally the junior year). Two- and Three-Year Scholarship Program students must complete the calculus and physics requirements by graduation. Students not completing this requirement or failing to schedule these courses to ensure timely completion may be placed on an Academic Leave of Absence pending completion. In certain cases with extenuating circumstances, midshipmen may request a time of completion waiver from NSTC via the Commanding Officer. Students are strongly discouraged from validating calculus and physics courses, and are encouraged to complete university courses to improve foundation in these subjects.

2. Navy-Option Advance Standing students must complete one year of college-level study in both mathematics and physical science as a prerequisite for commissioning. Mathematics courses must be at the level of college algebra or higher. One mathematics course may be selected from the fields of computer science or statistics. The physical science requirement can be met by completing a one-year sequence (eight credit hours) in an area of physical science. Students shall include appropriate laboratory classes in completing the science requirement. Students shall complete the mathematics requirement by the end of the junior year and the science requirement by the end of the senior year. Students not completing this requirement on time shall be placed on Academic Leave of Absence pending completion. Students who have completed these courses by validation will be considered to have completed the requirement; however, the validation must appear on the transcript.

3. An elemental part of the screening process through which the PNS decides which midshipmen to nominate for a NSTC Controlled Scholarship must be a thorough assessment of a midshipman's ability to successfully complete all academic and program requirements with grades commensurate with their cohorts. Thus, freshmen or sophomores nominated for a NSTC Controlled Two/Three-Year Scholarship should have completed calculus and should have demonstrated to the satisfaction of the PNS the ability to successfully complete calculus-based physics within the prescribed time limits. If the PNS has reason to question that ability, the midshipman may not receive a Scholarship Program nomination. Clearly, the greater level of demonstrated performance in math, the better the midshipman’s chance for selection.
4. Midshipmen shall adhere to the prescribed academic program unless authorized by the PNS to do otherwise. Changes in the program will be granted only in cases having exceptional justification. Changes in academic majors must be approved by the PNS prior to a midshipman initiating a change with the university.

5. The Midshipman Battalion runs a Study Tours program that affords midshipmen times and environments conducive to successful studying. These Tours are mandatory for midshipmen who have demonstrated a lack of successful study skills; however, they are not intended as a punishment, but necessary remediation. Voluntary Tours are encouraged as well. Details can be found in the Study Tours Policy Letter on the Unit website (Reference: Study Tour Policy Memorandum).

2-6. Absences. Students are expected to be present throughout each semester for all meetings of courses for which they are registered including ProLab. Unauthorized absence may result in a penalty to the individual concerned. To be authorized, an absence must fall into one of the following categories:

   a. Company Advisor’s approval prior to the event missed.

   b. Caused by unforeseeable conditions or circumstances beyond the midshipman’s control such as a sudden illness. In cases involving medical care, particulars must be explained to the Company Advisor as soon as possible including documentation of medical referral/treatment.

2-7. Grading

1. Naval Science course work shall be graded on various components possibly including mid-semester and final examinations. At the beginning of each semester, the Naval Science instructor will distribute a course syllabus that includes the basis for assignment of grades.

2. Individual instructors have the discretion to use the +/- scale or whole letter scale. Nominal University conversion of overall raw scores to letter grade and Quality Credit follows:

<table>
<thead>
<tr>
<th>Numerical</th>
<th>Letter</th>
<th>Quality Credit</th>
</tr>
</thead>
<tbody>
<tr>
<td>94-100</td>
<td>A</td>
<td>4.0</td>
</tr>
<tr>
<td>90-93</td>
<td>A-</td>
<td>3.7</td>
</tr>
<tr>
<td>87-89</td>
<td>B+</td>
<td>3.3</td>
</tr>
<tr>
<td>83-86</td>
<td>B</td>
<td>3.0</td>
</tr>
<tr>
<td>80-82</td>
<td>B-</td>
<td>2.7</td>
</tr>
<tr>
<td>77-79</td>
<td>C+</td>
<td>2.3</td>
</tr>
<tr>
<td>73-76</td>
<td>C</td>
<td>2.0</td>
</tr>
<tr>
<td>70-72</td>
<td>C-</td>
<td>1.7</td>
</tr>
<tr>
<td>67-69</td>
<td>D+</td>
<td>1.3</td>
</tr>
<tr>
<td>63-66</td>
<td>D</td>
<td>1.0</td>
</tr>
<tr>
<td>60-62</td>
<td>D-</td>
<td>0.7</td>
</tr>
<tr>
<td>Below 60</td>
<td>F</td>
<td>0.0</td>
</tr>
</tbody>
</table>
3. A failing grade in Naval Science in any semester will lead to a Performance Review Board (PRB) with a possible recommendation of disenrollment from the NROTC Program. A midshipman who fails to achieve a “C-” or better in Naval Science may also appear before a PRB to consider their potential for Naval Service.

2-8. Failure to Meet Course Requirements. Midshipmen who do not complete the applicable requirements for their NROTC Program option within the time limits prescribed will be subject to a PRB and considered for Leave of Absence (LOA).

2-9. Midshipman Course Requirements. NROTC Program participants shall adhere to the following rules concerning academic hours and course deletions:

1. All Scholarship Program and Advanced Standing students receiving stipend shall take and maintain twelve or more hours throughout each semester, excluding the regular three credit Naval Science course and Corps of Cadets laboratory credits. Only under special extenuating circumstances can the PNS grant a waiver of this requirement. These credits must result in “earned” hours toward a four years degree.

2. College Program students in the Basic Program (first two years of NROTC studies) are strongly encouraged to take more than twelve credit hours each semester. Those taking less than twelve hours will obtain their NROTC company advisor's concurrence. The NROTC Advisor shall in turn brief the PNS who retains final approval of whether a midshipman taking less than twelve hours should remain enrolled in the NROTC Program.

3. All midshipmen must request permission from their Company Advisor prior to dropping/withdrawing from a course. Any midshipman who withdraws from a course without prior approval from their company advisor, or withdraws from a course because of a failing grade in the course or to earn a higher semester GPA may be placed on Academic Probation for the following semester.

2-10. Performance Review Board for Academics

1. A Performance Review Board normally consists of the Executive Officer or Marine Officer Instructor, the student's NROTC Company Advisor, and at least one other Unit staff member. A University representative may be present in cases of academic deficiency or when directed by the PNS. Academic deficiencies include:

   a. any failing grade (including grades for in-major required courses below department minimums, requiring the course to be retaken)

   b. a semester GPA less than 2.5

   c. a cumulative GPA less than 2.0

   d. failure to maintain satisfactory progress toward degree completion
e. failure to schedule and/or complete required NROTC Program courses

f. failure to meet Academic Probation/Leave of Absence requirements

2. The Performance Review Board shall make one of the following recommendations to the PNS, who makes final determination:

a. No action

b. Letter of Warning

c. Probation (third semester on Probation requires NSTC approval)

d. Leave of Absence (LOA; second semester on LOA requires NSTC approval)

e. Disenrollment (requires approval from the Assistant Secretary of the Navy)

3. Summary of action guidelines for academic deficiencies:

<table>
<thead>
<tr>
<th>Academic Deficiencies</th>
<th>Warning</th>
<th>Probation</th>
<th>PRB</th>
<th>LOA</th>
<th>Disenroll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester GPA &lt; 2.5</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Second Semester GPA &lt;2.5</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Third Semester GPA&lt;2.5</td>
<td>X</td>
<td>X</td>
<td>(or X)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CUM GPA &lt;2.0</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
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<tr>
<td>Third CUM GPA&lt;2.0</td>
<td>X</td>
<td>X</td>
<td>(or X)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fail/ incomplete any course</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fail/ incomplete required course</td>
<td></td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fail Calculus/ Physics</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fail Calculus/ Physics (repeat)</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td>(or X)</td>
</tr>
<tr>
<td>Fail to correct probation stipulations</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enrolling in &lt;12 Credits (NOT including Navy courses) without PNS approval</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Not meeting Calculus/ Physics within time requirements</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Failure to correct LOA stipulations</td>
<td></td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Table derived from Appendix B of NSTCINST M-1533.2. These actions are only guidelines and the PNS may elect for more or less severe administrative actions; the intent of these actions is not meant to be punitive, but to assist midshipmen in meeting their academic goals. Company Advisors will issue an academic warning for a midshipman with a semester GPA < 2.8 but >2.5.

4. College Program midshipmen are an important part of the NROTC program. These midshipmen are aspiring to achieve a path to commission in the U.S. Navy/Marine Corps. It is
essential that they strive to a level of success to be competitive for such a path. Therefore, to continue in the NROTC program, the following criteria must be met:

a. For Navy-Option midshipmen, to continue past the spring semester, freshman year, College Program midshipmen must:

   (1) Have greater than a 2.5 (cumulative) GPA.

   (2) Be within U.S. Navy height/weight (BCA) standards.

   (3) Have passed the official U.S. Navy PFA during the spring semester.

College Program midshipmen who do not meet the above standards are not eligible to be submitted for a side-load scholarship, and the likelihood of raising their GPA/PFA scores to competitive levels for a 2-year scholarship is low. Midshipmen that do not meet any one or all of the above standards will be disenrolled from the NROTC.

b. For Marine-Option midshipmen, to stay in the NROTC:

   (1) 1st semester freshmen must achieve a 2.5 cumulative GPA and a 250 PFT score

   (2) 2nd semester freshmen must achieve a 2.75 cumulative GPA and a 260 PFT score

   (3) 1st semester sophomores must achieve a 3.0 cumulative GPA and a 275 PFT score

College Program midshipmen who do not reach the minimum standards, within the above listed timeframes, will be disenrolled from the NROTC.

2-11. Degree Plans

1. All students shall submit degree plans during the first semester of their freshman year to their Company Advisor. The degree plan shall be updated or verified by company advisor at the beginning of each semester throughout enrollment in the NROTC Program and must be signed by their University Advisor. The degree plan should display all required courses along with their respective departments, course number, and number of credits. These should be arranged chronologically in order to prepare for an on-time graduation date. Academic Plan forms may be obtained from the Unit website. Students shall consult both their University Advisor and their NROTC Company Advisor prior to making any changes to their degree plan (including all adds, drops, etc.). Approval for any changes is required from both advisors.

   a. Midshipmen must maintain an academic load which classifies them as full-time students (twelve hours minimum outside of Naval Science and VTCC courses). Failure to maintain this status may result in the midshipman appearing before a PRB. Students shall maintain an academic workload that results in graduating in four years unless enrolled in an academic major that requires more than eight semesters to graduate, such as some engineering majors. These typically include Aeronautical and Ocean Engineering, Biological Systems Engineering, Civil Engineering, Electrical Engineering, Chemical Engineering, Industrial &
Systems Engineering, Mechanical Engineering, and Mining & Minerals Engineering. Students in these majors will make every effort to graduate in as few additional semesters as possible.

b. Midshipmen shall keep themselves informed of all institution policies and requirements for their specific degree plan as well as all NROTC Program requirements.

c. Midshipmen are expected to maintain and exceed academic and aptitude standards as set forth in the NROTC Program guiding policy document, NSTC Manual 1533.2(Series) (Regulations for Officer Development Programs). Performance will be reviewed with the student at least twice each semester with their NROTC Program Company Advisor.

d. Midshipmen shall keep their Company Advisor fully informed of all matters that affect academic performance, progress toward graduation, or any other issues that may impact qualifying for a commission as projected in the academic plan.

e. Midshipmen shall develop habits of initiative and tenacity toward accomplishing academic and leadership goals in order to enhance their officer potential.

2. Midshipmen will sign a statement outlining their responsibilities during the first interview with their Company Advisor.
CHAPTER 3

MIDSHIPMAN PAY, EQUIPMENT, AND ADMINISTRATION

3-1. Subsistence Allowance (Pay)

1. Scholarship Program and Advanced Standing College Program Midshipmen will be receiving a subsistence allowance at the rate of $250/month for freshmen, $300/month for sophomores, $350/month for juniors, and $400/month for seniors:
   a. For those entitled, the subsistence allowance begins on the first day of the fall semester and ends on the last day of final exams of the spring semester.
   b. A midshipman may not receive more than twenty months subsistence allowance during the first two years in the program or more than twenty months subsistence allowance after entering the Advanced Phase of the junior and senior years.

2. Exceptions to the above rules:
   a. Subsistence allowance for graduating seniors terminates the day of commissioning unless receipt of twenty months of advanced entitlement has previously terminated payments.
   b. Midshipmen placed in an LOA status (see section 3-6) are not entitled to receive subsistence allowances. If removed from LOA, retroactive payment is not authorized except for LOA due to medical reasons.
   c. Selected midshipmen may be placed in extended benefits status which may result in more than twenty subsistence payments in the Advanced Phase, referred to as “fifth year benefits.” Application is made through the midshipman’s Company Advisor in the fall semester of the sophomore year. Receipt of extended benefits obligates the student to additional military service upon commissioning.

3. Payment of subsistence allowance will be made by direct deposit (on or about the first and fifteenth of each month).

4. The subsistence allowance is not subject to withholding for federal income tax purposes.

3-2. Summer Training Cruise Pay

1. A midshipman who attends Summer Training is entitled to pay at a percentage of active duty basic pay at a rate determined before embarking on cruise. Pay status begins the day of arrival at the training site or on the arrival date specified in the orders, whichever is later, and ends the day the midshipman is released from training.

2. Cruise pay is subject to withholding for federal income tax purposes.
3. The regulations governing entitlement of NROTC Program Midshipmen travel and transportation allowances are contained in the Joint Travel Regulations (JTR) and Navy directions. Detailed travel instructions for Summer Training, both afloat and ashore, will be issued each year by NSTC.

3-3. Educational Expense (Scholarship Students)

1. The Unit is authorized to provide payment for tuition, comprehensive fees, a semester book allowance and some laboratory expenses of Scholarship Program Midshipmen for a maximum of four years.

2. Prior to the beginning of each semester, the Unit submits a list of students whose tuition and comprehensive fees are to be paid by the Navy to Virginia Tech’s Bursar. Scholarship students will be billed for tuition and comprehensive fees; however, the NROTC payment will also be listed (usually as pending).

3. Scholarship students in LOA status are not entitled to benefits and must personally arrange to pay all university bills.

4. Tuition and fees for summer academic studies may be paid by the Unit for those courses of study or field work, which are only offered at Virginia Tech in a Summer Session and which are required for graduation or where the summer session will result in lower costs to the government, such as geology field work.

5. Midshipmen must personally pay the following expenses:
   
   a. Expendable supplies, such as workbooks, pencils, pens, paper, etc.
   b. Refundable fees such as breakage fees or required deposits for use of apparatus; breakage charges incurred.
   c. Delinquent fees assessed by the institution for failure to comply with institutional requirements such as parking tickets.
   d. Tuition charges and fees for summer studies taken as a result of past academic deficiencies or failures.
   e. Board, lodging, and other living expenses, including travel while not under orders.
   f. Personal computers.
   g. Lab or course fees associated with a class not required for graduation or a Navy requirement.

3-4. Textbooks. Scholarship Program Midshipman will receive a non-taxable allowance amount of $375/semester for textbooks.
3-5. Uniforms.

1. Provided midshipmen maintain a status in good standing with the university, the VTCC and the NROTC Unit, the Navy will provide commutation in lieu of uniforms (payment for care and upkeep of uniforms) for Scholarship and College Program students in the Corps of Cadets. Payment is normally made early in the Spring Semester. It is important for midshipmen to retain this money until they are required to pay their bill to the university. It should be noted that commutation in lieu of uniforms will not pay the full cost of the VTCC uniforms and midshipmen will need to cover the difference. An additional Navy-Marine specific uniform issue will be provided to Scholarship Midshipmen prior to summer cruise.

2. Due to Virginia Tech being a Senior Military College (SMC) with the VTCC, only scholarship and advanced standing students are issued Navy uniforms. Four-year national scholarship students and those individuals who picked up a side-load scholarship or advanced standing will be issued Navy uniforms in the spring semester in preparation for their summer cruise. Only summer training uniforms will be issued, not a complete sea bag as many uniform items are provided by the VTCC.

3. Physical Training (PT) Uniforms will be issued to scholarship and college program midshipmen after they complete one semester in the NROTC program.

4. Students will conduct a complete inventory of all uniform items at the time of issue and will sign a Custody Card after verifying all required items are in their possession. This Custody Card will remain on file and will act as an official record of what each student has in their possession. After midshipmen sign for their uniform items, it is their responsibility to keep all items accounted for and in good condition. Any items that go missing or are missing after a midshipmen arrives at summer training will be replaced at the individual’s own expense.

5. Midshipmen must take good care of their uniform items and ensure they are worn in a presentable manner. If a uniform item is damaged (holes, tears, etc.) or goes missing, the NROTC Unit will not re-issue that item and the item must be replaced or tailored at the individual’s own expense. Exceptions may be made for replacing uniform items on a case-by-case basis in regards to weight loss/gain or growth of an individual.

6. If a midshipman is dropped from the program, all clothing and footwear will be turned back in. Any missing items that were signed for on the Custody Card will be paid for at the individual’s own expense.

3-6. Disenrollment, Probation, and Leave of Absence (LOA)

1. Disenrollment, Probation, and Leave of Absence do not necessarily follow any specific order. Whenever it appears that a midshipman is having difficulty in meeting the academic requirements of the NROTC Program (see section 2-4), an Academic Performance Review Board may be convened to consider the circumstances of the problem. The Board generally consists of the Executive Officer or the Marine Officer Instructor as the senior member, the midshipman’s Company Advisor, one additional officer, and a university faculty or
administrative member in specific cases. In those Performance Review Boards of an aptitude nature, a Unit staff officer will replace the university official. The Board submits recommendations of action concerning the student (e.g., No action, Warning, Probation, Leave of Absence or Disenrollment) to the Commanding Officer for disposition. In those cases when disenrollment is recommended, the Assistant Secretary of the Navy (Manpower and Reserve Affairs) has final adjudication authority.

2. There are several types of NROTC Program Disenrollments:

   a. General – voluntary or involuntary disenrollment of student by host institution or dismissal by VTCC

   b. Special – appointment to a Military Service Academy

   c. Special – failure to enroll in Naval Science courses

   d. Physical – physical condition disqualification

   e. Drop On Request (DOR)

   f. Academic Deficiency

   g. Breach of Discipline

   h. Inaptitude for Commissioned Service

   i. Special Reasons (other than appointment to a Service Academy or failure to enroll in Naval Science courses)

   Note: Any midshipman dropped by the university or VTCC for any reason shall be immediately disenrolled from the NROTC Program. Examples may include students who are “suspended,” “forced to withdraw,” “not permitted to register for the next semester,” or who, for any similar reason, are denied by the university from continuing their enrollment either temporarily or permanently. A voluntary NROTC Program disenrollment occurs when a midshipman, although eligible to continue enrollment at the university, disenrolls from the university.

3. A failing grade in any Naval Science course, unsatisfactory degree progress, considerable deficiency in the general quality of the midshipman’s academic work, or unsatisfactory academic results within a major that jeopardizes graduation within a reasonable time period, may individually be considered grounds for academic disenrollment. Midshipmen on Academic Probation or LOA for more than one semester may be considered for disenrollment. Midshipmen on LOA shall continue with the Naval Science course sequence for their Program Option and participate in other NROTC Program activities as authorized by the PNS to afford ample staff evaluation of the individual.

4. Disciplinary disenrollment recommendations to NSTC may include but are not limited to:
a. Major breach of discipline

b. Criminal and/or moral offenses deemed to be disqualifying by the PNS including violation of standards of honor expected of midshipmen. Offenses include but are not limited to drug and alcohol abuse

c. Cumulative unsatisfactory disciplinary record

d. Unwillingness to schedule required university courses or the dropping of such courses without approval of the PNS

e. Refusal to accept commission

5. Inaptitude disenrollment recommendations to NSTC may include but are not limited to:

a. Unsatisfactory leadership qualities

b. Unsatisfactory acceptance of responsibility

c. Inability to meet physical fitness standards or swimming qualification requirements

d. Failure to complete Navy Option First Class cruise or Marine Option OCS

6. Those midshipmen who have incurred an active duty obligation may apply for disenrollment for special reasons due to extraordinary hardship situations. Such hardship requests will be endorsed only after thorough investigation of the pertinent facts. Hardship disenrollments are considered an exception and deemed appropriate only in very unusual circumstances. Disenrollments for special reasons are not limited to but may include:

a. Severe financial hardship.

b. Family illness that requires student withdrawal from the university

c. Transfers to a Service Academy or Maritime institution

d. Request for release from Scholarship Program to immediately enroll in the College Program.

7. Commencement of the junior year (first year in the Advanced Program) is the significant point for College Program Midshipmen with regard to disenrolling at one’s own request. Prior to reaching junior status, a College Program student may disenroll without incurring a contractual obligation for active duty. Four-Year Scholarship Program Midshipmen incur this obligation at the start of the sophomore year. Midshipmen entering Scholarship Program status after the beginning of their sophomore year incur this obligation immediately when they enter Scholarship Program status.
8. Disenrollment of NROTC Scholarship Program or College Program Midshipmen subject to obligated service requires the determination of involuntary active enlisted service as permitted under Section 2105 or 2107, Title 10, United States Code. Such cases shall be reviewed by Commander, Navy Personnel Command or Commandant of the Marine Corps and a recommendation made to the Secretary of the Navy for, or against, involuntary enlisted service, or, in the case of Scholarship Program students, for reimbursement of scholarship costs.

9. Students experiencing significant aptitude difficulties or who have academic deficiencies may be placed in a probationary status. This status is normally for students (1) whose problems are considered temporary and (2) who demonstrated the requisite ability and motivation to succeed as Midshipmen, and (3) who have significant potential as officers in the Naval Service.

3-7. Security Clearances

1. All Scholarship Program Midshipmen must complete a National Agency Check (NAC) conducted by the Defense Investigative Service (DIS). Actual security clearances are granted only for specific activities, such as Summer Training Cruise, which may involve exposure to classified material or information.

   a. All midshipmen must complete a fingerprint card and SF 86 (Request for Security Clearance), which will be provided by the Unit’s Administrative Officer, before a request for a NAC can be initiated.

   b. It takes at least five months for DIS to conduct a thorough investigation and complete the administrative documentation for the Unit to grant a final clearance for access to a particular level of classified material.


3-9. Release of Midshipman Information

1. The Federal Family Educational Rights and Privacy Act of 1974 (FERPA), as amended and commonly referred to as the Buckley Amendment, requires written authorization from midshipmen before any information concerning their performance at Virginia Tech or within the Unit can be released to anyone or any organization, other than certain federal and state agencies. Grades and information concerning enrollment status cannot be released except to state and federal agencies requesting specific information necessary to execute the program. Transcripts are released only after a midshipman’s explicit written authorization. Examples of unit release of midshipmen performance information:

   a. In order to convey a midshipman’s request and qualifications for specific active duty assignments, certain information must be submitted to Assignment Officers. Without that
information, Assignment Officers cannot realistically act upon an individual’s preference for initial duty assignment.

b. The Navy, Marine Corps and professional societies affiliated with the Department of the Navy present awards based on scholarship or leadership to deserving midshipmen on an annual basis. Without the release of certain information, Virginia Tech midshipmen would not be competitive for these awards. Of note, Unit Midshipmen have fared very well for national awards.

c. The Professor of Naval Science grants scholarships based on authorization from the Naval Service Training Command. Without academic and aptitude information, eligibility for scholarships cannot be established.

2. The above listed examples are releasable under the Buckley amendment. Agencies or organizations not covered by the amendment (for example, parents or guardians) require written authorization from the student.

3. Midshipmen are authorized and encouraged to review all files maintained by the NROTC staff for completeness and accuracy. The files include:

a. Enlisted Service Record

b. Medical Treatment File/Dental Treatment File

c. Student Performance File

d. Officer Program Management Information System (OPMIS)
CHAPTER 4

MIDSHIPMAN PHYSICAL FITNESS

4-1. General
1. The Naval ROTC Program is designed to prepare midshipmen, Officer Candidates, and Marine Enlisted Commissioning Education Program (MECEP) Students for commissioning as Ensigns and Second Lieutenants for active duty service in the United States Navy and United States Marine Corps. The Professor of Naval Science is responsible for establishing a physical fitness program that ensures officers reporting for their initial duty assignment meet the current physical standards and have a routine to maintain physical fitness. Refer to the Commanding Officer's current policy on the NROTC Battalion Physical Fitness Program available from all Company Advisors, the Unit Physical Fitness Coordinator and the Unit Web Site.

2. The Marine Corps places particular emphasis on maintaining a high degree of physical conditioning to meet service warfare requirements. A Marine Officer must be capable of sustained physical activity in the face of adverse conditions. Leadership by personal example may require that an officer perform often under fatiguing conditions. With this in mind, the physical aspects of the program at Virginia Tech and Marine Corps Officer Candidate School are demanding.

4-2. Physical Examinations
1. All Scholarship Program Midshipmen must have successfully completed a Department of Defense Medical Examination Review Board (DODMERB) physical prior to the activation of scholarship benefits. All College Program students must meet medical standards determined by a prescribed physical examination prior to official enrollment as a Scholarship Program or Advanced Standing Program Midshipman. Additionally, before any student begins unit-directed PT, they will fill out a Physical Activity Risk Factor Questionnaire (PARFQ). Any answers in the affirmative will require a signed medical note from a physician clearing the individual for PT. A signed medical note can be completed at Schiffert Health Center here on campus and will be reviewed and signed by the PNS.

2. Physical exams are administered by DODMERB and may be conducted at most military facilities. The closest main facility to Blacksburg is Naval Station Norfolk. It is the midshipman’s responsibility to work closely with the Unit Medical Officer for all appointments and fulfilling medical requirements to be commissioned. It is imperative that College Program Midshipmen report for their medical appointments, as the physical exams must be completed and passed prior to enrolling as a Scholarship or Advanced Standing Program Midshipman. Often, conditions are discovered during the initial physical examination that requires follow-up consultation(s). Timely resolution of pending medical conditions is imperative to gain approval for Scholarship or Advanced Standing Program status.

Note: Marine Corps PFT pull-up requirements for female midshipmen are in transition.
3. Aviation physicals are much more detailed than standard Navy physicals and are conducted only at authorized Naval medical facilities. Aviation physicals are scheduled through the Unit's Medical Qualifications Officer.

4-3. Physical Fitness Assessment (PFA)

1. As directed by NSTC and in compliance with Department of the Navy physical conditioning orders, every midshipman, Officer Candidate, and MECEP participant in the Unit will complete a Physical Fitness Assessment (PFA) each semester unless medically excused. The PFA consists of a medical risk assessment screening, a height and weight measurement, and Physical Readiness Test (PRT). An initial practice PFA, to assess the physical readiness of incoming freshmen and all other returning students, will be conducted at the beginning of the fall semester; it will be followed four to six weeks later by an official PFA. The official PFA for the spring semester will be conducted in April. Midshipmen are expected to maintain high standards of physical fitness and weight control throughout the entire year.

2. The Navy PRT consists of three events: sit-ups (curl-ups); push-ups; and a 1.5-mile run. Marine Option Midshipmen will complete the Marine Corps Physical Fitness Test (PFT) each semester. The Marine PFT consists of three events. For men, the events are pull-ups (from a dead hang), bent-knee sit-ups, and a 3-mile run. For women, the events are flexed arm hang, bent-knee sit-ups, and a 3-mile run. The collective events of both the Navy PRT and the Marine PFT are designed to test the strength and stamina of the upper body, torso, and lower body. Possible administrative actions for deficiencies are listed on the next page:
### Table: Action Matrix for Physical Fitness Performance Standards

<table>
<thead>
<tr>
<th>Event Description</th>
<th>FEP</th>
<th>Aptitude Probation</th>
<th>PRB/Aptitude LOA</th>
<th>PRB/Disenroll</th>
</tr>
</thead>
<tbody>
<tr>
<td>Score below Good in any event on PFA</td>
<td>X</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Score below Satisfactory on any event on Official PFA (1st Occurrence)</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Score below Satisfactory on any event on Official PFA (2nd Occurrence)</td>
<td>X</td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Score below Satisfactory on any event on Official PFA (3rd Occurrence)</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Mock/Inventory PFA Failure</td>
<td>X</td>
<td>X</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Score Below Good on any event on Commissioning PFA (1st occurrence)</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>Score Below Good on any event on Commissioning PFA (2nd occurrence)</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>1st PFA/PFT &lt;good or 225 but &gt; fail</td>
<td></td>
<td></td>
<td>X</td>
<td></td>
</tr>
<tr>
<td>2nd PFA/PFT &lt;good or 225 but &gt; fail</td>
<td></td>
<td></td>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

**Note:** Table is derived from Appendix B of NSTCINST M-1533.2. These actions are only guidelines and the PNS may elect for more or less severe administrative actions; the intent of these actions is not meant to be punitive, but to assist midshipmen in meeting physical fitness goals.

3. For additional information on the Unit PFA and NROTC physical training standards, refer to your company Physical Training Coordinator, Marine PFT Standards and Navy PFA Standards available from your Company Advisor, and the Commanding Officer’s physical training policy letter, (available on the Unit’s website under Reference: Physical Fitness Performance Standards and Unit Physical Training Program Memorandum).

4-4. **Swim Qualification.** All Naval ROTC midshipmen, Officer Candidates, and MECEP participants are required to pass the Navy Third Class Swim Test. All incoming freshmen will complete the Swim Test during their first year. Those midshipmen who feel they may be unable to meet Third Class qualification standards are encouraged to seek other institutional swim instruction such as offered by the YMCA or Red Cross. Midshipmen will not participate in Summer Training Cruises without passing the Third Class Swim Test. Additionally, midshipmen who cannot pass their third class swim test by the end of their freshmen year may be subject to a Performance Review Board. Midshipmen qualified as Third Class swimmer are required to requalify annually, midshipmen qualified as Second Class swimmer do not need to requalify. In preparation for The Basic School (TBS), MECEPs and Marine Option midshipmen
should be allowed ample opportunity to master swim requirements. For details on the swimming qualification standards, refer to the Unit’s website under Reference: Swim Requirements.
CHAPTER 5

MIDSHIPMAN APTITUDE

5-1. General

1. The NROTC Midshipman Aptitude evaluation system is designed to assess officer potential of NROTC Scholarship and College Program Midshipmen during all phases of their officer candidate education. Students are evaluated each semester and during each Summer Training Cruise. Midshipmen who receive a semester aptitude mark of 2.5 or below, out of a possible 5.0 scale, will receive a Commanding Officer Aptitude Letter of Warning. These marks figure in class rankings and become part of a midshipman’s record. Aptitude marks are used when considering service selection requests and recommendations, awards, Scholarship Program or Advanced Standing recommendations, command positions in the Midshipman Battalion and retention in the NROTC Program.

2. Midshipmen initially evaluated at or near the bottom of their class in aptitude rankings are not necessarily unsuitable for commissioning. Counseling can address deficiencies and result in courses of action to improve a midshipman’s aptitude. While it may be necessary to effect disenrollment for persistent inaptitude, correcting a midshipman’s deficiencies and improving performance is the focus of the Unit Staff and Midshipman Battalion Staff. Midshipmen should be attentive to their aptitude marks and are encouraged to discuss any problems or questions with their Company Advisor and battalion chain of command.

5-2. Semester Aptitude Assessment. Each semester midshipmen will be evaluated on behavior and achievement during that reporting period. Assessments are based on academic efforts, teamwork skill and commitment, conduct, adherence to Navy Core Values, level of participation, leadership and physical fitness. Time management and involvement in the VTCC and Unit activities, varsity and intramural sports activities, university clubs, and community activities will also be considered. Attendance and active participation at scheduled Naval Science classes, ProLabs, and other prescribed Unit activities are important components of the aptitude assessment.

5-3. Procedures for Semester Evaluations

1. The Company Advisor will complete a Fitness Report and Counseling Record (W2-O6) (available on the Unit’s website under Forms: Evaluation Form) in computing a midshipman’s semester aptitude. The Fitness Report (FITREP) sheets are initiated by the Midshipmen Battalion chain of command, which evaluates performance within the squad, platoon, and company. The Company Advisor adjusts these marks as appropriate based on Naval Science class, ProLab, and Unit activity assessments to reflect the midshipman’s overall performance and potential. The Unit Executive Officer reviews the proposed evaluations of the Company Advisors with the recommended aptitude grades for the semester and forwards all reports to the Commanding Officer for approval. Each midshipman will receive formal counseling early in the following semester by their Company Advisor addressing the semester aptitude ranking.
2. The semester aptitude score is based off of performance in the following areas:
   a. Naval Science course GPA
   b. Command Climate/Equal Opportunity
   c. Military Bearing/Character
   d. Teamwork
   e. Mission Accomplishment
   f. Leadership

3. Company Advisors will enter aptitude marks in the midshipman’s Student Performance file and ensure it is entered into the OPMIS system. The aptitude mark and aptitude class ranking will be entered in the aptitude block of the Student Performance Record.

5-4. Class Ranking

The Company Advisors will compute the Class Ranking at the end of each semester based on the following criteria:
   a. Cumulative university Academic GPA
   b. Cumulative Naval ROTC aptitude
   c. PFA/PFT scores
   d. VTCC involvement
   e. NROTC involvement
   f. University involvement
   g. Community activities.
CHAPTER 6

SUMMER TRAINING

6-1. General. An annual Summer Training Cruise provides Scholarship Program and First Class Advanced Standing Program Midshipmen the opportunity to gain experience in the practical application of their Naval Science studies. These training periods are normally two to six weeks in length.

1. Third Class Cruise, Career ORientation TRAining for MIDshipmen (CORTRAMID), for Scholarship Program students only, is a four-week warfare specialty indoctrination period conducted during the summer between the freshman and sophomore academic years. CORTRAMID serves to:
   
   a. Familiarize midshipmen with the missions, tasks, and equipment of the various warfare specialties-specifially the surface, submarine, aviation, and Marine Corps communities.
   
   b. Introduce midshipmen to the career development pattern within each warfare area.
   
   c. Reemphasize the importance of military courtesy and discipline.

2. Second Class Cruise, for all Scholarship Program students, is normally a 2 to 4-week at-sea training conducted during the summer between the sophomore and junior academic years. Second Class cruise serves to:

   a. Familiarize midshipmen with life at sea.

   b. Familiarize midshipmen with shipboard organization, systems evolutions and safety equipment at sea and in port.

   c. Develop in midshipmen an appreciation for the tasks, responsibilities, living and working conditions of enlisted personnel onboard ship by assignment to enlisted duties as appropriate.

   d. Provide hands-on training in sea going skills (deck, weapons, operations, engineering, and watch standing) through the completion of Personnel Qualification Standards (PQS) or through watch station qualification.

   e. Demonstrate the importance of military courtesies and discipline.

   f. Familiarize Marine Option Midshipmen with Marine specific occupational specialties, in particular, basic infantry skills.

Marine Option Scholarship students will normally be sent to Marine Oriented training in lieu of at-sea training. This training consists of a 2-week training package at the Marine Corps Mountain Warfare Training Center in Bridgeport, California.
3. **First Class Cruise**, for Advanced Standing College Program as well as Scholarship Program Midshipmen, is normally conducted the summer before the senior academic year. First class cruise is a commissioning requirement.

   a. Navy Option First Class cruise is designed to:

      (1) Prepare midshipmen for commissioned service through active participation in the duties and responsibilities of a junior officer.

      (2) Afford midshipmen additional at-sea time.

      (3) Familiarize midshipmen with warfare systems.

      (4) Reemphasize the importance of maintaining military courtesy and discipline.

   b. Marine Option First Class cruise, Officer Candidate School (OCS), is a six-week long program conducted at the U.S. Marine Corps Officer Candidate School, Marine Corps Combat Development Command (MCCDC), Quantico, Virginia. It is designed to:

      (1) Evaluate Marine Option candidates for potential to serve as commissioned officers in the United States Marine Corps.

      (2) Screen those candidates who show themselves unfit for commissioned service in the United States Marine Corps.

   Note: Marine Option Midshipmen who do not complete OCS will appear before a Performance Review Board to ascertain program status. A midshipman disenrolled from OCS may also be disenrolled from the NROTC Program

4. **Uniforms and Equipment.** The Naval Service Training Command (NSTC) publishes clothing and equipment requirements for cruises in the annual Midshipman Summer Training Handbook. Midshipmen are issued the handbook prior to cruise and must coordinate with the Summer Cruise Coordinator and Unit Supply Technician to receive the mandatory Navy/Marine Corps uniforms and gear for their respective cruise.

5. **Postponement and Rescheduling of Cruises.** Summer cruises are required training for midshipmen. Postponement of cruises is not normally permitted. If a midshipman postpones/defers a cruise, the cruise requirement remains and must be fulfilled in the normal sequence. The possibility exists to complete a Summer Training Cruise and complete one summer academic session at Virginia Tech. A Navy or Marine Option Midshipman will not be commissioned unless he has completed either the Navy First Class cruise or Marine Officer Candidate School.

6. **Academic Year Cruise.** Academic year cruises will only be approved in highly unusual circumstances for First Class midshipmen. These cruises may occur during Christmas or Spring Break of the academic year. Strong Nuclear Propulsion Officer Program prospects may receive
favorable consideration. The Unit Cruise Coordinator will promulgate information about these cruises. Quotas are extremely limited. An academic year cruise is only an option under the most extreme circumstances.

6-2. Summer Training Cruise Requirements

1. Participation in Summer Training Cruise by Scholarship Program Midshipmen is determined by the timing of the appointment to Scholarship Program status. If appointed to scholarship status upon entry to Virginia Tech beginning the freshmen academic year, a midshipman will participate in three Summer Training periods. Waivers of these Summer Training Cruise requirements will not normally be granted but will be considered by NSTC on a case-by-case basis. If medically qualified and in Good Standing in the program upon completion of the spring semester, midshipmen will participate in a Summer Training Cruise.

2. Each Advanced Standing Midshipman must participate in the First Class Summer Training Cruise nominally conducted between the junior and senior academic years.

3. While on Summer Training Cruises, Scholarship and Advanced Standing Midshipmen are considered on active military duty and are subject to all the laws and regulations of the Naval Services, including pertinent ship and/or station orders, special cruise, or training regulations. Midshipmen on active duty are subject to courts-martial for serious breaches of discipline.

4. Immunizations. If required, appropriate inoculations will be given prior to departing the Unit upon completing the university’s spring semester.

5. Essential Documents for Summer Training. Prior to departing the Unit, the NROTC Unit will provide each midshipman with required documents that must be hand-carried to summer training.

6-3. Specialized Training

1. Naval Reactors Sponsored Nuclear Power Program Training Cruises. Naval Reactors sponsors a limited number of training opportunities aboard nuclear-powered aircraft carriers and attack/ballistic missile launching submarines. The NSTC Nuclear Program Officer reviews individual requests and unit nomination packages and selects those midshipmen to participate in these training cruises which may take the place of conventional First Class and Second Class cruises. Criteria for NSTC selection are overall GPA, Calculus and Physics courses GPA, technical majors, and recommendation by the Unit Commanding Officer.

2. Foreign Exchange Training Programs. To promote an exchange of professional, cultural, and social experience between midshipmen in the U.S. Navy and midshipmen of approximately twenty-five foreign navies, a Foreign Exchange Midshipmen Training Program is normally conducted each summer. A limited number of exemplary career-motivated First Class Midshipmen, who are proficient in the host navy language, will be ordered to training on a ship of a foreign navy in lieu of the normal First Class training period. Marine Corps Option and Advanced Standing Midshipmen are ineligible for foreign exchange cruises (Marine Option First Class Cruise is OCS).
3. **Marine Corps Officer Candidate School.** Marine Option Midshipmen complete OCS at the Marine Corps Combat Development Command, Quantico, VA, normally between their junior and senior academic years. OCS is mandatory, and considered a substitute for the First Class At-Sea Summer Training Cruise for Marine Option Midshipmen.

4. **Aviation Cruise.** The Aviation Cruise takes the place of a normal First Class cruise. Midshipmen must have a current aviation physical and receive aviation physiology and water survival training to be considered eligible for this training. First Class Midshipmen usually participate in an Aviation Ashore Cruise assigned to an Air Wing and/or squadron at a Naval Air Station facility.

6-4. **Special Training Programs.** These training opportunities supplement Summer Training Cruises and are considered substitutes for the standard NSTC-sponsored and organized Summer Training. Interested midshipmen should contact the Unit Cruise Coordinator or Company Advisor for more information on these opportunities.

1. **Marine Oriented Training.** Depending on availability of training personnel, Marine Option 2/C Cruises may involve amphibious oriented training, combined arms training, or mountain warfare training.

2. **SEAL or EOD Training:** Only offered to First Class Midshipmen who are interested in the Special Warfare Community. GPA, academic major, and PFA/Dive PST scores are reviewed prior to attending. Medical qualifications for SEAL or EOD training are very specific and can take a long time. Interested midshipmen should contact their advisor early in their junior year to get information on medical screening and the application process for a SEAL or EOD summer cruise.
CHAPTER 7

AWARDS AND DECORATIONS

7-1. General. The NROTC Program provides recognition for the achievement of excellence. Consistent with this policy, midshipmen are evaluated for awards in accordance with established standards.

7-2. Selection

1. A Unit Awards Board, with membership consisting of the MOI (Chairman) and each Company Advisor, convenes annually, semiannually and quarterly as required to make recommendations for awards to the Commanding Officer.

2. Most non-academic specific awards are presented at the annual VTCC Awards Ceremony held late in the spring semester. Other awards are presented at an appropriate time and location as determined by the Commanding Officer, often at ProLab. Academic achievement is recognized at ceremonies conducted each semester by the Unit and the VTCC.

7-3. Midshipman Awards

1. NROTC Unit Awards. See the Essential Navy Knowledge Handbook for a list of ribbon awards authorized for wear on NROTC uniforms.

2. Academic Awards. Those midshipmen receiving an “I” (incomplete), “W” (withdraw), or “NG” (no grade) on their final grades are not eligible for an academic award until the following semester.

   a. Captain's Permanent List. The PNS awards a Certificate of Achievement to midshipmen who, over a span of three consecutive semesters, attain the Academic Achievement Star. The names of the midshipmen recognized are maintained on a central display in the Unit spaces.

   b. Academic Achievement Star. The PNS awards an Academic Achievement Star (AAS) to midshipmen who during the preceding term earned a GPA of at least 3.4 with no grade below a “B.” Similar to the Deans List’s requirement that students attempt at least twelve credit hours graded A-F option and earn a 3.4 semester GPA, the additional AAS grade stipulation honors midshipmen who earn high marks in all their semester classes. The names of the midshipmen recognized are maintained in the Unit spaces.

3. Physical Fitness Awards

   a. Navy Option Midshipmen. Any midshipman scoring an Outstanding, with an overall numerical score of 95 or better on a semester official Physical Fitness Assessment (PFA), will be recognized on a plaque displayed in the Unit spaces. Midshipmen who score a maximum (100) on the PFA will receive special recognition. Midshipmen who score 100’s on two consecutive PFA’s will be placed on the permanent display board.
b. **Marine Option Midshipmen.** Marine Option Midshipmen and all other midshipmen in Raider Company are eligible for PFT excellence awards. Midshipmen who score a maximum (300) on the PFT will receive special recognition. Senior or First Class Marine Option Midshipmen who score a maximum (300) on their final PFT at Officer Candidates School will have their names placed on the PFT Ironman plaque on permanent display in the Unit spaces.

4. **Other Awards**

   a. **CNO Midshipman of the Year.** Awarded annually by the Chief of Naval Operations to the senior midshipman recognized as demonstrating the highest performance in academics, physical fitness, military aptitude, and participation in Unit activities.

   b. **Outstanding Navy Graduate Navy Sword Award.** The Virginia Tech NROTC Unit believes in awarding the most deserving Navy Option Midshipmen with a gift of a Navy Officer’s Sword. This sword will be presented to the midshipman during their commissioning ceremony. The awardee will be selected by the PNS based on academics, aptitude, leadership, and performance as a midshipman in the NROTC Program.

   c. **Hukill Award.** Awarded annually by the Edward Hukill Family to the senior Marine Option midshipman who has distinguished himself from his peers through demonstrated leadership ability. A Mameluke sword will be presented to the top midshipman in this category.

   d. **Other Official Awards.** Other awards presented to midshipmen who distinguish themselves through leadership and academics include:

      (1) Marine Corps Association Honor Graduate

      (2) American Society of Naval Engineers Award

      (3) USAA Spirit Award

   d. **Midshipman of the Month/Semester.** Every month, company leadership will submit one name of an individual who they deem to be recognized as the midshipman of the month. Of those five names submitted, the unit staff will determine the midshipman of the month and recognize them during Pro-Lab. At the end of the semester, a similar process will occur, but for a midshipman who has demonstrated great achievement during the entire semester.

7-4. **U.S. Navy, U.S. Naval Institute, and Non-DOD Organizations Awards.** See Scholarship and Awards section of the Students portion of the Unit Web Site.

7-5. **Corps of Cadets Awards.** See the annual VTCC’s *Guidon* for information on Corps of Cadets awards.
CHAPTER 8

SERVICE ASSIGNMENT AND COMMISSIONING

8-1. Service Assignment. Service Assignment is a key event in the career of any Navy Officer. Occurring in the senior year, this process determines the initial assignment of each graduate and, to a substantial degree, controls the officer’s entire career path. Academics, physical fitness, aptitude, demonstrated leadership ability, personal preference, and the needs of the Navy are all considered for service selection. It is important for midshipmen to perform well in all areas to maximize their competitiveness to receive their first choice. It is equally important for midshipmen to give careful consideration to their second and third service choices because in some cases these choices will be assigned. Approximately nine to twelve months prior to university graduation and commissioning, Navy Midshipmen complete a duty preference/recommendation request form. The Duty Preference/Recommendation request form and a Navy Medical Command approved physical are submitted to NSTC who selects each individual for a Naval Service Community. The selection packages are then forwarded to the respective Unrestricted Line Community Assignment Officers at the Navy Personnel Command. The Assignment Officer matches the needs of the service with duty choices and the Commanding Officer’s comments, and issues orders. Orders normally are received about one month before commissioning.

1. Nuclear Propulsion. The Naval Nuclear Propulsion Program (NNPP) is highly selective and competitive. Duty aboard a nuclear powered vessel is a rewarding and challenging career path where junior officers have significant responsibilities and leadership duties as soon as they report aboard their ships. Second Class Midshipmen can apply in the spring of their junior academic year and are screened principally on their academic performance. Historically, the GPA standards to be considered for initial screening into the NNPP have been: A minimum GPA of a 2.9 in a tier 1 major, a 3.1 in a tier 2 major, or a 3.4 in a tier 3 major is the approximate standard to be considered for initial screening. These numbers are just guidelines, if you do not meet these standards and have a strong desire to serve on a nuclear propulsion platform, do not let that discourage you from applying. Additionally, any grade of ‘C-’ or below in any course requires a specific explanation. Final selection is based upon individual academically oriented interviews (in math, physics, and the midshipman’s major) at Naval Reactors in Washington, D.C. Those selected by Naval Reactors receive an immediate award of $15,000 upon accession prior to graduation, $2,000 upon completion of the one-year Nuclear Power School, and up to $30,000 annually for additional active service commitment after first commitment.

a. Submarine Program. The Navy’s Nuclear Power Submarine program is an elite program where only the best are selected for duty aboard the Navy’s all nuclear-powered submarine fleet. Junior Officers selected for duty aboard a submarine are part of an elite officer corps, leading the Navy’s best sailors on the most cutting edge technology available to today’s military. Following commissioning, those officers selected for service in the submarine community attend six months of Nuclear Power School in Charleston, SC, six months of prototype training in either Charleston, SC or Ballston Spa, NY, and twelve weeks of Submarine School in New London, CT. Upon completion of training, the Officer will be assigned to either a nuclear powered attack submarine, ballistic missile submarine, or guided missile submarine.
b. **Surface Nuclear Program.** Surface Nuclear designated officers first become a qualified Surface Warfare Officer (SWO) during an initial sea tour on a conventionally powered ship (approximately two years). After achieving their qualification as a SWO, these officers attend Nuclear Power School and then serve a second Division Officer tour as part of the Reactor Department on an aircraft carrier (CVN).

2. **Aviation.** The Aviation Community is also a very competitive, demanding warfare community. With the advanced technology and avionics enabling aircraft to perform a myriad of warfare functions, the Naval Aviation Community demands men and women of the highest caliber and willing to make a long-term service commitment.
   
a. **Naval Aviator (Pilot).** Medical and physical fitness qualifications are the preliminary criteria for entrance into Introductory Flight Screening (IFS) for pilot training. Meeting the physical requirements, midshipmen seeking accession into IFS will have their Virginia Tech academic record, NROTC Program aptitude grades, Class Ranking and the Aviation Standard Test Battery (ASTB) scores reviewed and compared with other candidates to select the best qualified individuals. It should be noted that significant value is placed on the ASTB so it is imperative for aspiring pilots to do well on that test.

   b. **Naval Flight Officer (NFO).** Screening for NFO training is similar to the requirements for a Naval Aviator with slightly less demanding medical and physical condition requirements. NFO applicants are placed in a separate selection process, so those applicants who failed to meet the requirements for pilot flight training are not automatically considered for NFO training.

3. **Surface Warfare.** Surface Warfare requires highly-motivated individuals ready to lead in dynamic shipboard situations. Early in the Surface Warrior’s service as an Ensign, they will serve as a Division Officer responsible for the administrative functions of several Work Centers and may direct twenty or more Sailors to complete technical missions while at the same time serve as a Bridge, Combat Information Center, and Engineering Watch Officer directing the actions of a war-fighting team. Surface Warriors generally have the earliest opportunities to lead Sailors when considering the other service communities as they transfer directly from the NROTC Unit to their first ship.

4. **Special Warfare (SEAL).** Special Warfare is a most selective warfare community. The selection process includes a demanding physical fitness test consisting of a swim using only the side, breast, or back stroke; a distance run in combat utilities and boots; push-ups; pull-ups; and sit-ups. Along with these physical requirements, academic GPA is weighted heavily. Opportunities in this field are very limited; therefore the selection process is intense. Women are not eligible for Special Warfare.

5. **Special Operations (EOD).** The Special Operations community is open to all midshipmen with the community oriented toward diving and explosive ordnance life-cycle management. Selection for Special Operations is highly selective, emphasizing physical fitness and academic excellence.
6. **Restricted Line.** In unusual situations, Restricted Line may be offered on a case-by-case basis to those individuals determined not physically qualified for any of the Unrestricted Line warfare communities.

7. **Marine Option.** All Marine newly commissioned Second Lieutenants report initially to The Basic School (TBS) at Quantico, VA. Overall performance at The Basic School serves as the primary factor in determining the initial Military Occupational Specialty (MOS) assignment for Marine Officers, unless guaranteed training in Naval Aviation or Naval Flight Officer. Flight guarantees for prospective Marine Naval Aviators can be applied for during their sophomore year.

8. **Nurse Corps.** Only those midshipmen enrolled in the Virginia Tech-Radford University Cross-town NROTC Nurse Option Program may pursue a service selection in this distinct medical field. Nurse Option Midshipmen will complete the Radford Nurse Program prerequisites and NROTC Program Naval Science requirements during the freshman and sophomore academic years at Virginia Tech. Radford University and Virginia Tech have an existing Memorandum of Agreement to accept Virginia Tech course work for acceptance into the prestigious Radford Nursing Program. The final two years of the Bachelor of Science in Nursing program are completed at the Radford University campus.

8-2. **Eligibility for Commission.** To gain eligibility for an active commission in the U.S. Navy or U.S. Marine Corps, a NROTC Program Midshipman must complete the required Naval Science and specified academic courses, successfully complete Summer Training Cruise requirements, qualify at a minimum as a Third Class swimmer, meet physical and medical standards, and earn an accredited baccalaureate degree or its equivalent. In addition, the PNS must recommend a candidate for a Naval Service commission and the Secretary of the Navy grants approval. Marine Option candidates must also have a favorable MOI recommendation for a commission.

8-3. **Delays in Commissioning.** When it becomes apparent a midshipman will not complete the required university courses as scheduled to graduate, the midshipman may request a voluntary Leave of Absence from the NROTC Program for additional time to fulfill degree requirements. The PNS shall review the circumstances that caused the delay and evaluate the midshipman’s potential to complete all requirements for graduation and commissioning. With a favorable finding, the PNS may permit the midshipman to continue university studies without government monetary benefits to complete the requirements. If the finding is unfavorable, the PNS may recommend the midshipman’s disenrollment from the NROTC Program.

8-4. **Active Duty.** Navy Scholarship Program students will either proceed to active duty directly after commissioning with pay and allowances accruing from the date of commissioning, or they are assigned to the Individual Ready Reserve (IRR) and are given an estimated Active Duty Start Date. Ensigns assigned to the IRR do not receive pay or allowances until they report to their first duty station. Marine Option students will receive pay and allowances beginning the date they report to The Basic School.
8-5. Graduate Study. Under special circumstances, some midshipmen may require additional academic time due to participation in professional programs that lead to combined undergraduate and master’s degrees. A Leave of Absence may be granted to earn a master's degree under certain conditions. A board convened by NSTC makes the final determination on a case-by-case basis.

8-6. Uniforms. Prior to commissioning, each prospective officer must obtain an adequate uniform wardrobe as specified in U.S. Navy Uniform Regulations for initial outfitting. During the final year, the opportunity to order uniforms at Virginia Tech through a vendor may be made available by the Commanding Officer. Seniors not wishing to obtain their uniforms in this manner may purchase them from any Navy Exchange or Marine Exchange Naval Uniform Shop during the year by displaying their Military Identification Card. Seniors must complete the necessary steps to receive their initial outfit in advance of commissioning to allow time for any needed alterations.
CHAPTER 9

SUBSTANCE ABUSE POLICIES

9-1. General. The NROTC Program prepares midshipmen to serve as Ensigns and Second Lieutenants for the active duty ranks of the United States Navy and United States Marine Corps. The expectation exists that Naval Officers, unimpaired, will execute their duties to the best of their ability. With this tenet, the Department of the Navy and NSTC uses random urinalysis drug testing to detect and deter midshipmen use of illegal and controlled drugs (Reference: Substance Abuse and Drug Screening Policy Memorandum).

9-2. Alcohol.

1. Adherence to the CO’s policy letter on alcohol is mandatory. Failure to adhere may result in a PRB or dismissal from the NROTC Program.

2. The NROTC Unit guidelines for responsible use of alcohol are:
   a. Zero (0) drinks if you are under 21.
   b. Zero (0) drinks if you are driving.
   c. Zero (0) drinks if you are within 12 hours of traveling or an NROTC event.
   d. No more than one (1) serving of alcohol per hour.
   e. No more than four (4) servings of alcohol for an entire event.


1. Every midshipman, regardless of Scholarship Program or College Program status, shall be tested on one or more occasions during each academic semester and likely while on Summer Training Cruise.

2. Midshipman will arrive at the unit on the designated day of testing during the hours given by the Urinalysis Program Coordinator (UPC). Failure to show will result in disciplinary action and the student will be placed on the following testing date until a sample is given.

3. Observers may be active duty staff, civilians, or trusted first-class midshipmen. Upon being selected for testing, all midshipmen must ensure they have an observer when reporting on testing day.

4. For more details on the specific execution of the Urinalysis Testing Program at Virginia Tech, refer to the Commanding Officer’s policy on the urinalysis program available on the Unit website.
CHAPTER 10

NROTC ORGANIZATIONS

10-1. General. Participating in social, professional, or service organizations during one’s undergraduate college career provides midshipmen many opportunities to gain valuable leadership and interpersonal experience. To this end, the Unit supports organizations encompassing a variety of Naval Science interests.

1. The Semper Fidelis Society focuses on building camaraderie, esprit de corps, and promoting the history and traditions of the United States Marine Corps. The Semper Fidelis Society is active throughout the year and heavily involved in the planning and execution of the Marine Corps Birthday cake-cutting ceremony and Spring Semper Fi Mess Night. The Society is open to all midshipmen, Navy and Marine Option, who are interested in the proud heritage and traditions of the Marine Corps.

2. The Submarine/Nuclear Society supports those individuals on campus interested in learning more about the U.S. Naval Nuclear Propulsion Program. The Submarine/Nuclear Society also makes orientation trips to submarine commands during the school year. These trips focus on midshipmen touring ballistic missile, attack submarines, their respective training facilities, and other nuclear platforms. Access to any propulsion spaces is limited to midshipmen with security clearances, however, all midshipmen can participate in unclassified tours of submarines and surface ships.

3. The Marine Raider Company, named after the famed Marine Raiders of WW II, uses extensive physical and field training to help members develop the leadership skills necessary to succeed as a Marine officer and successfully complete OCS. The Raiders divide their time between a rigorous physical program and leadership development. Marine Scholarship and interested College Program Midshipmen participate in Raider Company in hopes of gaining a commission as a Second Lieutenant in the USMC. Raider Company is mandatory for Marine Option Midshipmen.

4. The Surface Warfare Society supports those individuals interested in learning more about the U.S. Navy Surface Force. The Surface Warfare Society makes orientation trips to the Tidewater Virginia area, touring surface combatant, amphibious, and command ships, and participating in realistic warfare and damage control training simulators.

5. The Naval Aviation Society supports those midshipmen interested in Naval Aviation who wish to explore this warfare community with the NROTC Unit. Involvement may include professional and social meetings along with possible orientation trips to Naval Air Stations at Oceana, VA, and Jacksonville, FL. These trips expose midshipmen to Naval Fixed and Rotary winged Aircraft Squadrons in addition to participation with flight simulators.

Note: All orientation trips are subject to cancellation due to unit budget constraints.