

Orientation Week 2009 Information

Orientation Week (O-Week) is a six-day training camp that will prepare you for life as Midshipman. You will learn basic military customs, traditions, drill, and regulations. You will receive your initial uniform issue and will participate in the Pass-in-Review ceremony at the end of the week.

If your plans for participating in the NROTC program have changed, please contact LT Bill Burke at (800) 284-5562/ (757) 683-4741.

If you did not receive this packet via email, please email LT Burke at wburke@odu.edu to be added to his email distribution list.

When and Where:

- Check-in is at 10:00 am on Saturday, 22 August, in room 1002 of Constant Hall on Old Dominion University's campus (See Enclosure 1: ODU Campus Map or visit <http://www.odu.edu/oduhome/campusmap.shtml>).
- O-week will conclude on Thursday, 27 August, with a Pass in Review ceremony at 4:00 pm on Kaufmann Mall on Old Dominion University's campus (See Enclosure 1). The date, time, or location of this event may change, so watch for updates throughout the summer.

Enclosures 1 through 9 provide additional information on this important event. **Please read them carefully.** You may download replacements for all of these enclosures at www.odu.edu/nrotc.

- Enclosure 1: Map of Old Dominion University
- Enclosure 2: Naval Service Grooming Standards
- Enclosure 3: What to Bring to O-Week
- Enclosure 4: Uniform Sizing Form (Fax to (757) 683-6510 or mail back ASAP)
- Enclosure 5: Pre-entry Physical Training Handbook
- Enclosure 6: O-week Physical Preparation Log
- Enclosure 7: Risk Assessment Form
- Enclosure 8: Directions to complete SF 86 National Security Questionnaire,
- Enclosure 9: Direct Deposit Sign-up form

Check-in will be conducted in Room 1002 of Constant Hall at Old Dominion University in Norfolk, Virginia. From check-in on Saturday, 22 August, until the Pass-In-Review on Thursday, 27 August, all participants in the NROTC Orientation Week will be berthed in barracks and will remain with the NROTC Unit (24 hours per day) for the duration of Orientation Week. Please plan accordingly. The costs to you for orientation are estimated as follows and will be collected at check-in:

Make checks payable to “HR NROTC.” Please note that the actual cost may vary.

<u>Item</u>	<u>Cost</u>
Meals (\$10.00 per day)	\$60.00
Midshipman Battalion Activity Fee	\$40.00
Total	\$100.00

Preparation for Orientation Week:

Lodging will NOT be available until Orientation Week begins. Personal lodging arrangements will be required if you plan to arrive earlier than 22 August. We are in the process of coordinating early dorm access Saturday 22 August, between 8:00 AM and 10:00 AM, for Old Dominion, Norfolk State, and Hampton University students at their respective universities. More information will be passed regarding dorm access at a later date.

All students are required to check in by 10:00 AM in Constant Hall at ODU. Families are invited to attend an informational briefing from 10:00 am to 11:00 am, in Room 1002, Constant Hall, as well as a swearing-in ceremony. Following the swearing-in ceremony, students will start O-Week activities and will not be accessible to parents / family. Please plan accordingly.

NROTC applicants under the age of eighteen will require the presence of a parent or legal guardian during check-in to sign the Service Agreement (Note: This is a required administrative document. It does NOT obligate you to Active Duty service).

Midshipmen need to be well groomed and in good physical condition upon checking-in (see Enclosures 5 and 6). You should report to O-Week in compliance with the Navy's grooming regulations (Enclosure 2). Pay particular attention to appropriate civilian attire, be clean-shaven, and have a regulation Navy haircut.

A list of clothing and accessory items that you will need for O-week is provided in Enclosure 3. Dorm access and move-in time will be provided for you to store your personal belongings for the subsequent school year PRIOR to check-in. I strongly encourage all students to move-in prior to check-in at 10:00 Saturday. Be aware that personal storage space in the barracks is very limited. Make every effort to restrict the items you bring to those suggested in Enclosure 3.

Uniforms will be issued on check in day. **Fill out and return the uniform sizing form (Enclosure 4) immediately upon receipt of this packet** (fax to (757) 683-6510). This will ensure that we have the proper size uniform for you at O-Week. Failure to return this form may result in back-ordered uniform items and may deny you the opportunity to participate in the Pass-In-Review ceremony upon completion of O-Week.

You will need to prepare yourself physically for O-week. Enclosure 5 provides useful tips and a recommended workout program. Enclosure 6 provides a list of milestones for

you to reach each week. **You are required to track your progress and bring your milestone log with you to check in.** Most of the injuries students suffer during O-week and the first semester are due to insufficient physical preparation. Students who don't get ready physically or more than twice as likely to fail to complete O-week. Remember to bring adequate quality broken-in running shoes! During the summer, start increasing your daily intake of water in order to acclimate your body to accept the fluids required to stay hydrated during your increase in physical training. **If you are not a strong swimmer,** you should take lessons and practice as much as possible prior to O-Week.

The NROTC Unit will make every effort to ensure that O-Week will not interfere with events or classes at each of the three respective universities. Call LT Burke at (800) 284-5562 or (757) 683 4741 to make arrangements for unavoidable conflicts.

Medical:

Provide medical and dental insurance information in case of accidents while participating in O-Week. If you are a military dependent, bring your dependent identification card. Also, bring documentation for any medical issues that may preclude you from full physical training participation.

College Program (Non-Scholarship) Midshipmen: **If you have not already submitted them,** you must also bring with you a copy of the Report of Medical History form and the Physical Exam form, which must be completed and signed by a physician to determine your readiness to participate in NROTC physical training. These forms are found in your College Program application package, which is also available on the NROTC Hampton Roads website.

Enclosure 7, the risk assessment form, must be filled out prior to check in. It ensures that you have not developed any medical conditions which would make it unsafe for you to participate in O-Week.

Forms:

ALL INCOMING STUDENTS must provide a **certified copy** of your **Birth Certificate**, valid identification, and a copy of your most recent **Immunization Shot Record and your blood type.**

Please call the NROTC Unit Recruiting Officer, LT Burke, at (800) 284-5562 or (757) 683-4741 to check on any of the forms you may have already mailed to the unit.

Guidance regarding enclosed forms:

Again please complete and return Enclosure 4, Uniform Size Questionnaire, and mail or fax the copy within two weeks of receiving the orientation package. (Fax 757-683-6510). This will ensure that we have the appropriate uniform sizes for you on hand at the start of O-Week. Mailing address:
5215 Hampton Blvd, Norfolk, VA 23529

Scholarship Midshipman only: Please complete Enclosure 8, Questionnaire for National Security Positions, and bring the hard copy with you. This questionnaire allows the NROTC Unit to begin processing students for their security clearances that will be needed as they progress through the NROTC curriculum.

Scholarship Midshipman only: Complete Enclosure 9, the direct deposit form, and return the form in the stamped envelope provided with this package. Directions on how to complete the direct deposit form are located on the back of the form.

What to expect at Orientation Week:

We will begin registration and an informational briefing for parents at 10:00 am and a swearing-in ceremony will commence at 11:00. Family and friends are invited to attend these two events. After the swearing-in ceremony, families will depart, but are encouraged to attend the Pass-In-Review parade ceremony at 4:00 PM on Thursday, 27 August (date, time and location may be subject to change). This is a well-attended and worthwhile event.

During O-Week a dawn to dusk day is planned with plenty of action, to include:

Classes: Navy/NROTC/Battalion organization, ethics and leadership, introduction to Navy core values, professionalism, personal conduct, and discipline. You will also learn about military customs and courtesies, wearing the Navy uniform, military rank/rate insignia, NROTC opportunities, swim qualifications, and summer cruises.

Physical training: You will do Physical Training (PT) every morning, have a Physical Fitness Assessment (PFA), complete a confidence and obstacle course, do your initial swim testing and have inter-squad competitions.

Military drill and formations.

Parents, guardians, spouses and fiends are encouraged to return on **Thursday, 27 August at 4:00 pm** to view the Pass-In-Review parade and ceremony (date, time and location may be subject to change). The Pass-In-Review ceremony will be held on the Kaufman Mall, which is located across from Constant Hall and the Webb center on the campus Old Dominion University.

Uniform of the day for O-Week will be blue PT shorts, blue Navy or USMC sweats (if required), and the Navy issue white PT shirt, all of which will be issued during check-in. Uniform for the Pass-In-Review ceremony will be Khakis. All midshipmen are required to bring appropriate undergarments to wear with the uniform (for men: white T-shirt and underwear, for women: White t-shirt and skin-tone color bra and underpants).

O-Week will require your presence from start to finish at the various events throughout the week, so you should plan accordingly. A detailed day-by-day schedule will be provided at check-in. All lodging and meals are included.

Drop On Request (DOR) procedures: If a student decides to DOR (quit the program) during O-Week, they will immediately be removed from training and the other midshipmen. Parents will be contacted to make arrangements for their student (i.e., transportation home, lodging, meals, etc). Please note that if a student decides to leave the NROTC program, NROTC cannot and will not force the student to stay. Students are responsible for coordinating their own lodging and travel should they choose to leave training early.

What to expect after O-Week:

The Hampton Roads Consortium prides itself on providing one of the most rigorous freshmen training programs in the country. You will be led by a motivated staff of volunteer student instructors who will continue the training you receive in O-Week. Your officer advisor will help guide you through the transition to life as a college student and midshipmen. For College Program midshipmen, your advisor will help you progress toward a scholarship. For Scholarship Program midshipmen, your freshman year will be focused on preparing and qualifying for Core Training for Midshipmen (CORTRAMID), an exciting four-week training program you will attend in the summer before your sophomore year.

Scholarship Midshipmen: You must be medically qualified by DODMERB prior to the start of any monetary benefits from the Navy. If you are not physically qualified prior to the deadline for tuition, you are liable for all tuition and fees that you have incurred. Students will be reimbursed for tuition and fees paid once they have been medically qualified by DODMERB.

Since many incoming NROTC Freshman students have difficulties in coordinating their academic schedules for the fall semester, you are encouraged to contact your appointed military advisor to discuss these issues, as well as discuss any other concerns you may have regarding student life once school starts. The following are the unit military advisors for freshman students at all three universities:

Old Dominion University
LT Burke: (800) 284-5562 or (757) 683-4741

Norfolk State University
LCDR Golden: (757) 823-8546

Hampton University
LT Ellingson: (757) 728-6724

As you may already know, dorm space can be limited at all three universities. If you are planning on residing in a university housing facility, I recommend that you contact the Housing Services at your respective school to receive an application for housing or to check on the status of a completed application. Additionally, whether residing in the dorms or out in town, parking on all three of our campuses is also very limited. You should contact Parking Services to receive an application for a parking permit or to verify if you are eligible to purchase a parking permit.

Old Dominion University

Housing Services: (757) 683-4283

Parking Services: (757) 683-4004

Norfolk State University

Housing Services: (757) 823-8407

Parking Services: (757) 823-2211

Hampton University

Housing Services Men: (757) 727-5303, Women: (757) 727-5486

Traffic Office: (757) 727-5258