# HAMPTON ROADS NAVY ROTC COLLEGE PROGRAM APPLICATION

PLEASE PRINT ALL INFORMATION LEGIBLY IN CAPITAL LETTERS

| STATE                  | (APARTMENT NUMBER)  |
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PLEASE INITIAL ON THE LINES TO VERIFY THAT YOU HAVE COMPLETED AND ATTACHED THE FOLLOWING FORMS TO YOUR APPLICATION. FAILURE TO PROVIDE COMPLETED FORMS MAY RESULT IN DELAY OR DISMISSAL OF YOUR APPLICATION.

\_\_\_\_ ENCLOSURE (7) DD FORM 2807-1, REPORT OF MEDICAL HISTORY SIGNED BY DOCTOR

\_\_\_\_ HIGH SCHOOL TRANSCRIPT

UNIFORM SIZING SHEET

PLEASE BRING THE FOLLOWING DOCUMENTS TO SUBMIT IN PERSON UPON CHECK-IN.

COPY OF BIRTH CERTIFICATE

COPY OF IMMUNIZATION SHOT RECORD

COPY OF INSURANCE INFORMATION



NROTCUHRINST 1533.7B RECRUITER 25 Aug 15

### NROTC UNIT HAMPTON ROADS INSTRUCTION 1533.7B

- From: Commanding Officer, Naval Reserve Officers Training Corps Unit, Hampton Roads
- Subj: ACCEPTANCE PROCEDURES AND CRITERIA FOR COLLEGE PROGRAM (BASIC COURSE) STUDENTS
- Ref: (a) NSTC M-1533.2A (b) OPNAVINST 6110.1J
- Encl: (1) NROTC College Program Information Sheet
  - (2) NROTC College Program Application Guidelines
  - (3) NROTC 1533/5, Privacy Act Form
  - (4) NSTC 1533/133, NROTC College Program Application
  - (5) NSTC 1533/112, Statement of Understanding for NROTC Applications
  - (6) NSTC 1533/101, Drug Statement
  - (7) DD 2807-1, Report of Medical History
  - (8) Post Application Guidelines
  - (9) Uniform Sizing Sheet

1. <u>Purpose</u>. These procedures formalize the application and acceptance process for the Naval Reserve Officers Training Corps (NROTC) College Program (Basic Course) per reference (a).

2. Cancellation. NROTCUHRINST 1533.7A

3. Background. The NROTC College Program exists for college students who wish to serve their country as commissioned officers, but who have not been awarded any form of a NROTC scholarship. College Program students are selected from those who have applied for enrollment at NROTCU Hampton Roads and sign a contract in which they agree to complete certain Naval Science courses and one summer training period (if selected for Advanced Standing). During the first two years in the program (Basic Course), students have the status of civilians who have entered into a contract with the Navy. During this period, they may hold concurrent status in the reserve component of any branch of service. When selected for the Advanced Course (Advanced Standing) at the beginning of their junior year of school, they enlist in the Naval or Marine Corps Reserve which earns them a subsistence allowance for a maximum of 20 months. The Navy provides all College Program students, both Basic Course and Advance Course, with uniforms and Naval Science textbooks during their time in the program. The NROTC students, upon graduation and completion of Naval Science requirements, is commissioned as an Ensign in the Navy or as a Second Lieutenant in the Marine Corps.

4. <u>Action</u>. When an existing student inquires about the NROTC College Program, he/she will be given enclosure (1). Should the student desire to become a midshipman under this program, he/she will be required to complete enclosures (2) through (7) and will provide a copy of their high school

NROTCUHRINST 1533.7B 25 Aug 15

and/or college transcript prior to the university's semester application deadline. The Recruiting Officer will review all applications from any student desiring to become a college programmer for completeness and submit it to the chain of command along with all other applications received prior to the university's semester application deadline.

D. S. CAVE

Distribution: Old Dominion University Hampton University Norfolk State University Regent University Tidewater Community College Battalion Website

# NAVAL RESERVE OFFICERS TRAINING CORPS (NROTC) COLLEGE PROGRAM INFORMATION SHEET

1. NROTC Unit Hampton Roads consortium is a four year Navy or Marine Corps officer training program consisting of Old Dominion University (ODU), Norfolk State University (NSU), and Hampton University (HU) with headquarters at ODU. The consortium also has cross-town agreements with Tidewater Community College (TCC) and Regent University (RU). Students attending any of the universities within the consortium, including the cross-town universities, are eligible for participation. TCC students are required to transfer to NSU or ODU prior to the start of their junior year of college. If you're interested in HU or NSU, be sure to speak with our Recruiting Officer about Minority Serving Institution Scholarship Reservation (MSISR) opportunities.

2. The primary objective of the NROTC College Program is to educate and train students for commissioning as officers in the United States Navy or Marine Corps. Navy Officers graduating from NROTC are eligible to serve in any of the unrestricted line warfare specialties. Marine Officers graduating from NROTC are eligible for any Marine Officer career fields.

3. If accepted into the NROTC College Program, you will be issued the uniform of a midshipman, which will be worn during our weekly drill period. You will be required to enroll in and complete the appropriate Naval Science courses (one three-hour credit course per semester, totaling 8 courses), participate in NROTC drill (one, one-hour lab period per week) and attend all battalion activities (including physical fitness sessions).

4. The College Program is a non-scholarship commissioning program that may lead each student down one of two tracks. Both programs are competitive and only a select number of students will be selected for either program.

a. <u>Scholarship Program</u>: Your military advisor will work with you to ensure you meet the requirements for the scholarship program. We do not admit students to the College Program who do not possess the potential for meeting the scholarship program's requirements. Two semesters of calculus and two semesters of physics are required to be completed for scholarship.

b. <u>Advanced Standing</u>: For students who do not wish to complete the more rigorous academic requirements of the Scholarship Program, Advanced Standing provides the opportunity to continue with the NROTC program after your sophomore year. You will earn a commission without the financial benefits of a NROTC scholarship.

### 5. Eligibility Requirements for College Program

a. Be motivated to serve as a commissioned officer in the Naval service.

b. Be a United States citizen or naturalized citizen of the United States or have submitted naturalization papers (must be naturalized prior to entry to Advanced Standing) and present official certified proof of citizenship.

c. Have no moral obligations or personal convictions that will prevent bearing of arms and supporting and defending the Constitution

of the United States against all enemies, foreign and domestic or to taking an oath to perform such acts.

d. Be at least 17 years of age on or before 30 September of the year of enrollment and less than 27 years of age on 31 December of the year an applicant expects to graduate, complete all NROTC training requirements, and be commissioned. Those with prior or current active duty in the Armed Forces may be granted age waivers equal to the number of months served. Those granted the maximum age waiver must not have reached their 30th birthday by 31 December of year graduation and commissioning are anticipated.

e. Be enrolled as a full-time student at a host institution or an institution with a crosstown-enrollment agreement.

f. Be a high school graduate or possess an equivalency certificate.

g. Minimum scores for entrance into the college program are as follows: Navy - SAT 500 Math/500 Critical Reading; ACT 21 Math/22 Verbal; high school GPA of 3.0. Marine - 1000 composite SAT; 22 composite ACT; 74 ASVAB score.

NOTE: If minimum score requirements are not met it is recommended that the student complete two semesters of college under a full-time course load and reapply at the end of the second semester. Additionally, the student should attempt the highest level of math the university will allow, as Calculus and Physics required if a scholarship is granted. The PNS will review the student's applications and college transcripts to assess their ability to succeed in the NROTC program.

h. Have no apparent physically disqualifying factors based on a review of the Report of Medical History DD Form 2807-1.

i. Have the ability to meet the height/weight requirements.

j. Have no felony conviction or conviction by courts-martial.

k. Not be awaiting criminal trial or sentencing, or be under any other type of military or civil restraint as a result of violation of law or regulation, or have been convicted of an offense the nature of which renders the applicant unfit for commissioned service.

1. Be capable of completing the physical qualifications of the United States Navy or Marine Corps, including physical fitness and swimming requirements prior to acceptance into the advanced course. These requirements must be met in order to receive a commission.

m. Meet DoN requirements concerning use of drugs or alcohol in accordance with <code>OPNAVINST 5350.7</code> series.

n. Have no body piercings and tattoos that violate Navy or Marine Corps policy, as applicable.

o. Have two or more years of college coursework remaining until they receive a degree.

6. Eligibility requirements to transition to the Scholarship Program. College Program students in good standing become eligible for a full scholarship after completion of two semesters of college level courses. Scholarships are awarded by the Commander, Naval Service Training Command's Officer Development, Selection and Placement (OD2) and provide full tuition, monthly allowance up to \$400, and a book stipend per semester for course materials, textbooks and lab fees. Requirements include the following:

a. Active participation in the unit for at least one semester.

b. An earned Grade Point Average (GPA) of at least 2.5 while taking a minimum of 15 credit hours, which includes a 3 credit Naval Science course.

c. Recommendation by the Commanding Officer of the NROTC Unit.

d. Be selected by the Naval Service Training Command's Scholarship Board.

e. Complete <u>two semesters of college level calculus</u> by the end of their sophomore year and <u>two semesters of calculus-based physics</u> by the end of their junior year.

7. Commissioning Requirements for Advanced Standing students (Non-Scholarship).

a. Complete a degree in the desired major of study.

b. Complete two semesters of math (College Algebra or higher) and two semesters of a Physical Science (Chemistry, Physics, Biology, Geology, etc.)

c. Maintain full time student status.

d. Maintain a minimum of a 2.0 cumulative GPA in major and in Naval Science classes.

e. Maintain physical fitness standards for either the Navy or Marine Corps.

f. Participate in all Naval Science courses and drill periods.

g. Demonstrate acceptable aptitude for military service.

h. Maintain an exemplary disciplinary record.

8. <u>Physical Requirements</u>. Must be in good overall health. Applicants must be able to participate in strenuous physical activity and not have any contagious disease, illness, or history of injury that will or is likely to require medical care or restriction of participation during training exercises or physical fitness testing. Navy option students shall attain a Physical Fitness Assessment score of "Good" in all categories to include the height/weight (BCA) standards, as defined by Navy standards per references (a) and (b). 9. <u>Non-Selections.</u> College Program students that have not been selected for either Scholarship or Advanced Standing before the beginning of their junior year will be dis-enrolled from the NROTC Program.

NAVAL RESERVE OFFICERS TRAINING CORPS (NROTC) COLLEGE PROGRAM APPLICATION GUIDELINES

\*\*\* Applications for the Fall semester are due by 15 May. \*\*\*

1. Read and sign enclosure 3 - Privacy Act Statement.

2. Complete and sign enclosure 4 - College Program Application, NSTC 1533/133. Please do not sign the Oath on page 2 until directed.

3. Read and sign enclosure 5 - NSTC Statement of Understanding for NROTC Applications, NSTC 1533/112.

4. Read and sign enclosure 6 - NSTC 1533/101, Drug Statement

5. Complete and sign all forms in enclosure 7:

a. DD 2807 - Report of Medical History. Must be signed by a medical doctor. If you cannot get a physical examination prior to the deadline, turn your application in without this form.

b. NSTC 1533/138, Physical Activity Risk Factor Questionnaire.

6. Provide College and High School Transcripts (unofficial or official) for evaluation. Be sure to include the most up-to-date information available.

7. An unofficial copy of your SAT and/or ACT score report. This is not required for students already in college.

8. (Optional) Up to three letters of recommendation. Letters must be from individuals who know you well and who are not related to you. They should focus on your leadership potential, work ethic, character, and academics

9. (Optional) A personal statement of no more than 500 words describing your goals and how NROTC fits into them.

10. Return all completed paperwork to the Hampton Roads NROTC Recruiting Officer by any of the following methods and review enclosure (8) for additional guidance:

- a. <u>Hand-deliver</u> to Room 201 of the NROTC building at Old Dominion University, 5214 Bluestone Avenue, Norfolk, VA.
- b. Fax to the Recruiting Officer at (757) 683-4725.
- c. Scan and email to hrnrotc-recruiter@odu.edu.
- d. Mail to:

NROTC Unit Hampton Roads Old Dominion University ATTN: Recruiting Officer 5215 Hampton Blvd Norfolk, VA 23529-0120

### NAVAL RESERVE OFFICERS TRAINING CORPS HAMPTON ROADS CONSORTIUM PRIVACY ACT STATEMENT

Under the authority of the 5 U.S.C.A. sect. 562, 10 U.S.C.A. sect. 6011, U.S. Navy Regulations (articles 0802 and 0819) and NSTCNOTE 5210 information regarding your personal background may be requested in order to provide the Naval Service Training Command's Selection and Placement Directorate with additional information upon which to recommend you for the NROTC College Program. The information provided by you will become a permanent part of the NROTC College Program application and may be used by officials of the Department of the Navy in making recommendations or decisions regarding your acceptance and by employees and officials of the Department of Defense, the Veterans' Administration and/or other Federal or State agencies in the performance of their official duties. You are not required to provide this information; however, failure to do so could result in the failure to obtain approval for acceptance into the NROTC College Program.

| I,, SSN: XX – XXX  | , fully understand the privacy act statement |
|--|--|
| listed above in regards to my NROTC College Program application. |  |

(Date)

(Signature)

Witness:

(Printed Name/Rank)

(Signature)

# NAVAL RESERVE OFFICERS TRAINING CORPS COLLEGE PROGRAM APPLICATION

### Privacy Act Statement

| Authority:  | he authority to request this information is contained in: 5 USC § 301 (Authorizing Forms and Regulations); Executive Order 9397 (Use of | ٥f |
|-------------|---|----|
| Social Secu | ty Numbers).  |    |

Principal Purpose(s): To be completed by applicants for the Naval Reserve Officers Training Corps (NROTC) College Program.

**Routine Use(s):** Information you provide in this application is protected by the Privacy Act and will not be released outside the Department of Defense without your permission unless it comes within an exception to the Act or one of the routine uses in 32 CFR § 701.112, http://www.privacy.navy.mil and the routine uses set forth here.

Disclosure: You are not required to provide this information; however, failure to do so will result in an inability to fairly evaluate your application and may result in an inability to process the application.

|  |                              |  | Personal Info       | rmation       |                     |                   |                                 |
|--|------------------------------|--|---------------------|---------------|---------------------|-------------------|---------------------------------|
| Name   |                              |  | SSN (last 4         | )             |                     | Date of Birth     |                                 |
| Phone Number   | one Number Cell Phone Number |  |                     | J             | Place of Birth      |                   |                                 |
| Current Mailing Address                                      |                              | <u>.                                    </u> |                     | Name of Pa    | arent/Guardian      |                   |                                 |
|  |                              |  |                     | Address of    | Parent/Guardiar     | n                 |                                 |
| Are you a US Citizen?  | □ Yes                        | □ No   | If Naturalized, giv | e date, place | e, court of jurriso | diction, and cer  | rtificate number                |
|  |                              | Military Exper                               | rience and Training | ) (Past and I | Present, if any)    |                   |                                 |
| Service  | Dates c                      | of Service                                   | Highest F           | Rank          | EAOS                | Т                 | Type of Discharge               |
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| Training Programs<br>JROTC                                   | Positio                      | n(s) Held                                    |                     | Awards        |                     | Gra               | ades of Participation           |
| (Service)  | _                            |  |                     |               |                     | 9                 | ] 10 🗌 11 🗌 12                  |
| Civil Air Patrol   |                              |  |                     |               |                     | □ 9 □             | ] 10 🔲 11 🗌 12                  |
| Other (NDCC, etc.)   |                              |  |                     |               |                     | □ 9 □             | ] 10 🔲 11 🗌 12                  |
|  |                              |  | Extracurricular     | Activities    |                     |                   |                                 |
| READ CAREFULLY: Identify activities in which an application  |                              |  |                     |               | es 9-12. NROT(      | C is particularly | / interested in identifying     |
| Organization   |                              | -  | on(s) Held          |               | Hrs/ Wk             | Gra               | ades of Participation           |
|  |                              |  |                     |               |                     | 9                 | ] 10 🔲 11 🗌 12                  |
|  |                              |  |                     |               |                     | 9                 | ] 10 🔲 11 🗌 12                  |
|  |                              |  |                     |               |                     |                   | <br>] 10                        |
|  |                              |  |                     |               | ł                   |                   | <u> </u>                        |
|  |                              |  |                     |               |                     |                   |                                 |
|  |                              |  | Athletic Act        | ivities       |                     |                   |                                 |
| READ CAREFULLY: Identify                                     | y only those spor            | ts which you p                               |                     |               | les 9-12. Mark t    | he year in whic   | ch you received a letter and/or |
| you were on varsity. Mark th                                 |                              |  |                     |               |                     |                   |                                 |
| Sport  |                              |  | Varsity             |               | Position            | ı(s) Held         | Awards/Recognition              |
|  | 9 10 11                      |  | 9 10 11 12          |               | <u> </u>            |                   |                                 |
|  | 9 10 11                      |  | 9 10 11 12          |               | ļ                   |                   |                                 |
|  | 9 10 11                      | L12  | 9 10 11 12          |               |                     |                   |                                 |
|  |                              |  | Other Activ         | vities        |                     |                   |                                 |
| Attach additional sheets, if n<br>held and the average numbe | <i>,</i> .                   | ,  |                     | hat involve c | onsiderable res     | ponsibility and   | leadership. List positions      |

| Employment  |  |  |                  |                     |                  |                        |              |  |
|---|--|--|------------------|---------------------|------------------|------------------------|--------------|--|
|   |  | inning with the most recent, each period of full-<br>ny employment, so state. Include any leadersh   |                  |                     | nent. List inclu | usive dates for e      | each period. |  |
| D   | ates   | Ture   |                  |                     |                  |                        |              |  |
| From  | То   | Employer Name and Address  |                  | Hrs/Wk              | Туре             | Type of Work Performed |              |  |
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|   |  | Educa  |                  |                     |                  |                        |              |  |
| transcripts.  |  | jinning with the most recent school attended. In   | iclude any/all c | ollege work, whet   | ther or not a d  | egree was earn         | ed. Attach   |  |
| Di<br>From  | ates<br>To   | School Name and Add  | drace            |                     | Ma               | ajor                   | Degree       |  |
| FIUM  | 10   |  | uless            |                     | IVIC             | ljOi                   | Degree       |  |
|   | 1  |  |                  |                     |                  |                        |              |  |
|   |  |  |                  |                     |                  |                        |              |  |
|   |  | 1  | <u>.</u>         |                     |                  |                        | L            |  |
|   |  | Acader   |                  |                     |                  |                        |              |  |
| PSAT  | Verbal:  |  | -                | l Name:             |                  |                        |              |  |
| SAT   | Verbal:  |  |                  | :                   |                  | Class Size:            |              |  |
| ACT   |  | Math:  |                  | <u> </u>            |                  | GPA Scale:             |              |  |
|   | 0 1  | s. If you answer YES, provide explanations on a  |                  |                     | onv of           | Yes                    | No           |  |
| the Armed   | 1. Have you ever applied for or signed any agreement concerning any program leading to a commission in any of the Armed Forces of the United States? (If you answer YES, list the date, place of application, program <ul> <li></li></ul>  |  |                  |                     |                  |                        |              |  |
|   | -  | ment Contract (DD Form 4) with any of the Arm ate, place, service and current status of enlistm  |                  | he United States?   | ? (If            |                        |              |  |
|   |  |  |                  |                     |                  |                        |              |  |
| description of incident, name and place of court, nature of offense, date and disposition of case.)         4. Are you currently awaiting trial or sentence, on probation, under suspended sentence or under any other type         af additional disposition |  |  |                  |                     |                  |                        |              |  |
| -   |  | int as a result of violation of law or regulation?   |                  |                     |                  |                        |              |  |
| 5. Have you ever been known by any other name or names other than that used in this application? (If you answer YES, even if such differences were only differences in spelling, explain in affidavit form and submit   |  |  |                  |                     |                  |                        |              |  |
| 6. Do you ha  | ve any moral obli<br>supporting and d  | ligations or personal convictions that will prever<br>lefending the Constitution of the United States a  |                  |                     | -                |                        |              |  |
| <ol> <li>Have you e<br/>dentist? (If</li> </ol>   | 7. Have you ever taken any narcotic, sedative, or tranquilizer drugs other than as prescribed by a physician or dentist? (If you answer YES, attach a statement with the full circumstances, number of times used, amounts       Image: Comparison of the statement with the full circumstances, number of times used, amounts |  |                  |                     |                  |                        |              |  |
| taken, period over which taken, and intent for further use.) 8. Have you ever been arrested or convicted of trafficking illegal drugs?  |  |  |                  |                     |                  |                        |              |  |
| ,   |  | marijuana, sniffed glue or used any other halluc   | cinogens, hypn   | otic, stimulants, c | or               |                        |              |  |
| other know  | other known harmful or habit-forming drugs and/or chemicals? (If you answer YES, attach a statement with the full circumstances, number of times used, amounts taken, period over which taken, and intent for further  |  |                  |                     |                  |                        |              |  |
| I certify that a  |  | ren by me is complete and correct to the best of   |                  |                     | application at a |                        | <u> </u>     |  |
| Signature   |  | nt questionnaire does not obligate me in any wa  | ly, and matrim   |                     | Date             | ally unite.            |              |  |
|   |  | NROTC COLLEGE  | PROGRAM O        | ATH                 |                  |                        |              |  |
| bear true faith   | n and allegiance t   | n) that I will support and defend the Constitution<br>to the same; that I take this obligation freely, wi<br>tties of office on whicch I am about to enter: So | ithout any men   | ntal reservation or |                  |                        |              |  |
| Signature   |  |  |                  | C                   | Date             |                        |              |  |

# **CERTIFICATIONS AND STATEMENTS OF UNDERSTANDING FOR** NAVAL RESERVE OFFICER TRAINING CORPS APPLICATIONS

### OMB Control Number: 0703-0026, Exp. AGENCY DISCLOSURE STATEMENT

The public reporting burden for this collection of information is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 (0703-0026). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

#### PLEASE DO NOT RETURN YOUR RESPONSE TO THE ABOVE ADDRESS. Responses should be sent to:

Commander Naval Service Training Command 2601A Paul Jones Street Great Lakes, IL 60088

PLEASE READ THE FOLLOWING STATEMENT REQUIRED BY THE PRIVACY ACT OF 1974 BEFORE COMPLETING THE APPLICATION.

1. AUTHOR/TY: The authority to request this information is contained in: 5 U.S.C. § 301 (Authorizing Departmental Forms and Regulations); 10 U.S.C. § 2107 (Financial Assistance Program); and Executive Order 9397 (Use of Social Security Numbers). 2. PRINCIPAL PURPOSE(S): The information you provide will be used to determine whether you qualify, and should be nominated for, an NROTC Scholarship. If you are nominated, the information will be used to enroll you into NROTC and will be used by the Navy in its management of the NROTC program. The following systems of records notices cover the collection of this information: N01131-1 located at <a href="http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticle/iew/tabid/7489/Article/6411/">http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticle/iew/tabid/7489/Article/6411/</a> no1131-1.aspx, and No180-3 located at http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6410/n01080-3.aspx 3. ROUTINE USE(s): Information provided on the application will be used to screen and select individuals to receive NROTC Scholarships, to maintain data on the NROTC scholarship program, to compare to scholarship applicants from previous or subsequent years, and to provide academic data and contact information to Navy activities and admissions officials at colleges and universities so they can contact applicants for recruitment purposes. Information you provide in this application is protected by the Privacy Act and will not be released outside the Department of Defense without your permission unless it comes within an exception to the Act or one of the routine uses in 32 C.F.R § 701.112, <a href="http://www.privacy.navy.mil/">http://www.privacy.navy.mil/</a> and the routine uses set forth the r make and mining the relation of the application of the application of the application. Your information and notification of status may also be provided to your high school so they may assist with the final stages of the process. 4. *DISCLOSURE*: The social security number (SSN) is required at the time of application to ensure proper identification of the applicants. There are times applicants have the same names, therefore the SSN is required to ensure proper identification.

Providing the requested information is voluntary. However, failure to do so may result in our inability to process your application for the NROTC program.

| Please read and initial by each of the following statements below indicating your certification or understanding of each  |  |  |  |  |  |  |
|---|--|--|--|--|--|--|
| CERTIFICATIONS  |  |  |  |  |  |  |
| 1. I certify that all of the information that I provided in the electronic application is complete and correct to the best of my knowledge.   |  |  |  |  |  |  |
| 2. I certify that I have no moral obligations, personal convictions or beliefs, which would prohibit my serving in an unrestricted military status. This includes the bearing of arms and supporting and defending the Constitution of the United States against all enemies foreign and domestic.  |  |  |  |  |  |  |
| 3. I certify that I solely composed the essay(s) submitted with my electronic application.  |  |  |  |  |  |  |
| STATEMENTS OF UNDERSTANDING   |  |  |  |  |  |  |
| 1I understand that the information that I have provided electronically is only a partial application and that I must complete all additional requirements and achieve qualifying SAT/ACT scores before my application will be processed.  |  |  |  |  |  |  |
| 2. I understand that I must enroll in the Tier Major that is contained in my application that was presented before the board.<br>See the following link for details on academic Tier Majors: <u>https://www.nrotc.navy.mil/scholarships_criteria.aspx</u>   |  |  |  |  |  |  |
| 3.       I understand that I will receive scholarship benefits for a maximum of four academic years. However, if I receive my Baccalaureate Degree earlier than four academic years, I shall not be eligible for any further scholarship benefits.       See the following link for details on scholarship benefits: <a href="https://www.nrotc.navy.mil/scholarships.aspx">https://www.nrotc.navy.mil/scholarships.aspx</a>  |  |  |  |  |  |  |
| 4. I understand if I enter the NROTC program having already earned college credit, I am expected to use any allowable credits towards my degree to accelerate the completion of my Baccalaureate Degree.  |  |  |  |  |  |  |
| <ul> <li>I understand that upon successful completion of the NROTC program I may be offered a commission in one of the Navy's Unrestricted Line communities (Surface Warfare, Submarine Warfare, Aviation, Special Warfare and Explosive Ordinance), requiring a minimum of five years of active military service. If I do not accept my commission, I may be required and have an obligation to pay back the government of the United States of America an amount equal to the benefits I received under the scholarship or serve a period of Active Enlisted Service at the discretion of the Secretary of the Navy.</li> </ul> |  |  |  |  |  |  |
| 6. I understand that I will be required to sign and agree to the terms in the NROTC Scholarship Contract (NSTC 1533/135) upon activating my scholarship when I report to my assigned NROTC unit.  |  |  |  |  |  |  |
| 7. I understand that if any of the information I provided herein or in any part of my application is inaccurate, false or misleading, it may result in my non-selection for an NROTC scholarship and make me ineligible for continued participation in the NROTC program.   |  |  |  |  |  |  |
| Warning: Any intentionally false or misleading statement, certification, or response you provide is a violation of the law punishable by a fine of not more than \$10,000, or imprisonment of not more tha 5 years, or both (18 U.S.C. § 1001).   |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| Signature of Applicant     Signature of Witnessing Official   |  |  |  |  |  |  |
| Printed Name of Applicant Printed Name of Witnessing Official   |  |  |  |  |  |  |
|   |  |  |  |  |  |  |
| Date Date Date  |  |  |  |  |  |  |

# DRUG STATEMENT FOR NAVAL RESERVE OFFICER TRAINING CORPS APPLICATION

OMB Control Number: 0703-0026, Exp. \_

### AGENCY DISCLOSURE STATEMENT

The public reporting burden for this collection of information is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 (0703-0026). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

### PLEASE DO NOT RETURN YOUR RESPONSE TO THE ABOVE ADDRESS.

Responses should be sent to:

Commander Naval Service Training Command 2601A Paul Jones Street Great Lakes. JL 60088

PLEASE READ THE FOLLOWING STATEMENT REQUIRED BY THE PRIVACY ACT OF 1974 BEFORE COMPLETING THE APPLICATION.

1. AUTHORITY: The authority to request this information is contained in: 5 U.S.C. § 301 (Authorizing Departmental Forms and Regulations); 10 U.S.C. § 2107 (Financial Assistance Program); and Executive Order 9397 (Use of Social Security Numbers).

2. *PRINCIPAL PURPOSE(5)*: The information you provide will be used to determine whether you qualify, and should be nominated for, an NROTC Scholarship. If you are nominated, the information will be used to enroll you into NROTC and will be used by the Navy in its management of the NROTC program. The following systems of records notices cover the collection of this information: N01131-1 located at <a href="http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticle/Yiew/tabi//489/Article/6411/n01131-1.aspx">http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticle/Yiew/tabi//489/Article/6411/n01131-1.aspx</a>, and N0180-3 located at

http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticle/View/tabid/7489/Article/6410/n01080-3.aspx 3. ROUTINE USE(5): Information provided on the application will be used to screen and select individuals to receive NROTC Scholarships, to maintain data on the NROTC scholarship program, to compare to scholarship applicants from previous or subsequent years, and to provide academic data and contact information to Navy activities and admissions officials at colleges and universities to they can contact applicants for recruitment purposes. Information you provide in this application is protected by the Privacy Act and will not be released outside the Department of Defense without your permission unless it comes within an exception to the Act or one of the routine uses in 32 C.F.R § 701.112, <u>http://www.privacy.navy.ml/</u> and the routine uses set forth here. If you are nominated for an NROTC Scholarship, the information will be released to the top five schools you indicated on your application. Your information and notification of status may also be provided to your high school so they may assist with the final stages of the process. 4. DISCLOSURE: The social security number (SSN) is required at the time of application to ensure proper identification of the applicants. There are times applicants have the same names, therefore the SSN is required

4. DISCLOSURE: The social security number (SSN) is required at the time of application to ensure proper identification of the applicants. There are times applicants have the same names, therefore the SSN is required to ensure proper identification. Providing the requested information is voluntary. However, failure to do so may result in our inability to process your application for the NROTC program.

Complete all required sections on this form. *Providing false information or failure to disclose any drug involvement(s) may result in your elimination from scholarship competition.* 

- 1. Have you ever taken any narcotic, sedative, or tranquilizer drugs other than those prescribed by a physician or dentist? \_\_\_\_\_Yes \_\_\_\_No
- Have you ever used LSD, Marijuana, sniffed glue or other hallucinogens, hypnotics, stimulants, or other known harmful or habit forming drugs and/or chemicals? \_\_\_\_\_Yes \_\_\_\_No
   If you answered "YES" to either question above, provide a detailed explanation below with the approximate times,

amounts taken, and period over which taken, and complete #3.

- a. Type of drug(s) used:
- b. Approximate number of times used:
- c. Amount taken:
- d. Method by which taken:
- e. Inclusive dates of use (be specific):
- f. Were you convicted or arrested for the drug use admitted?
- g. Circumstances under which the drug use occurred such as experimentation, peer pressure, etc.
- 3. \_\_\_\_(Initial): I fully recognize the negative influence of drug abuse and categorically reject the abuse of drugs both now and for the future.
- 4. \_\_\_\_\_ Date filled out and signed (MMM/DD/YYYY)

SIGNATURE OF WITNESSING OFFICIAL

SIGNATURE OF APPLICANT

PRINTED NAME OF APPLICANT

PRINTED NAME OF WITNESSING OFFICIAL

For NSTC use only: Applicant Ser # \_

NSTC 1533/101 (06/14)

| REPORT OF MEDICAL HISTORY<br>(This information is for official and medically confidential use only and will not be released to unauthorized persons.)   |   |            |  |                        |  |  |  |  |
|---|---|------------|--|------------------------|--|--|--|--|
| The public reporting burden for this collection of information is estimated to average 10 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 1155 Defense Pentagon, Washington, DC 20301-1155 (0704-0413). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. |   |            |  |                        |  |  |  |  |
| PLEASE DO NOT RETURN YOUR FORM TO THE ABO   | OVE OR  | GAN        | ZATION. RETURN COMPLETED FORM AS INDICATED   | ON PAGE 2.             |  |  |  |  |
| PRINCIPAL PURPOSE(S): The primary collection of this informat<br>to assist DoD physicians in making determinations as to acceptal<br>prescreening form (DD 2807-2). An additional collection of inform<br>fitness of a current member and if separation is warranted. Comp<br>maintained by each of the Services.<br>ROUTINE USE(S): The Blanket Routine Uses found at <u>http://priv.</u><br>DISCLOSURE: Voluntary. However, failure by an applicant to p<br>Armed Forces. An applicant's SSN is used during the recruitmen  | PRIVACY ACT STATEMENT<br>AUTHORITY: 10 U.S.C. 136, DoD Instruction 6130.03, and E.O. 9397, as amended (SSN).<br>PRINCIPAL PURPOSE(S): The primary collection of this information is from individuals seeking to join the Armed Forces. The information collected on this form is used<br>to assist DoD physicians in making determinations as to acceptability of applicants for military service and verifies disqualifying medical condition(s) noted on the<br>prescreening form (DD 2807-2). An additional collection of information using this form occurs when a Medical Evaluation Board is convened to determine the medical<br>fitness of a current member and if separation is warranted. Completed forms are covered by recruiting, medical evaluation board, and official military personnel file SORNs<br>maintained by each of the Services.<br>ROUTINE USE(S): The Blanket Routine Uses found at <u>http://privacy.defense.gov/blanket_uses.shtml</u> apply to this collection.<br>DISCLOSURE: Voluntary. However, failure by an applicant to provide the information may result in delay or possible rejection of the individual's application to enter the |            |  |                        |  |  |  |  |
| member, failure to provide the information may result in the indivi-<br>collected information is filed in the proper individual's record.   | dual bein   | g plac     | ed in a non-deployable status. The SSN of an Armed Forces memb   | er is to ensure the    |  |  |  |  |
| <b>WARNING:</b> The information you have given constitutes a \$10,000 fine or both), to anyone making a false statemen  | t. If you   | are s      | ement. Federal law provides severe penalties (up to 5 yea<br>elected for enlistment, commission, or entrance into a con<br>or meet an administrative board for discharge and could re  | missioning program     |  |  |  |  |
| 1. LAST NAME, FIRST NAME, MIDDLE NAME (SUFFIX)  |   |            | 2. SOCIAL SECURITY NUMBER 3. TODAY'S DAT   | E (YYYYMMDD)           |  |  |  |  |
| 4.a. HOME ADDRESS (Street, Apartment No., City, State, and ZIP Code)       5. EXAMINING LOCATION AND ADDRESS (Include ZIP Code)         b. HOME TELEPHONE (Include Area Code)       6. EXAMINING LOCATION AND ADDRESS (Include ZIP Code)  |   |            |  |                        |  |  |  |  |
|   |   |            | Z 2 POSITION /T  | tle, Grade, Component) |  |  |  |  |
| X ALL APPLICABLE BOXES:<br>6.a. SERVICE b. COMPONENT c. PUF   |   | E EV       |  | ie, Grade, Component)  |  |  |  |  |
| Army Coast Regular E<br>Navy Reserve C  | inlistment<br>commission  |            | Medical Board Other (Specify) Retirement U.S. Service Academy  | PATION                 |  |  |  |  |
| Air Force S   | eparatior   | 1          | ROTC Scholarship Program   |                        |  |  |  |  |
| 8. CURRENT MEDICATIONS (Prescription and Over-the-counted) Mark each item "YES" or "NO". Every item marked "Y   |   | ist h      | 9. ALLERGIES (Including insect bites/stings, foods, medicine or  | other substance)       |  |  |  |  |
| HAVE YOU EVER HAD OR DO YOU NOW HAVE:   | YES   |            | 12. (Continued)  | YES NO                 |  |  |  |  |
| 10.a. Tuberculosis  | 0   | $\bigcirc$ | f. Foot trouble (e.g., pain, corns, bunions, etc.)   | 0 0                    |  |  |  |  |
| b. Lived with someone who had tuberculosis  | Õ   | Õ          | g. Impaired use of arms, legs, hands, or feet  | 0 0                    |  |  |  |  |
| c. Coughed up blood   | Õ   | 0          | h. Swollen or painful joint(s)   | 0 0                    |  |  |  |  |
| <ul> <li>Asthma or any breathing problems related to exercise, weather,<br/>pollens, etc.</li> </ul>  | Õ   | Ō          | i. Knee trouble (e.g., locking, giving out, pain or ligament injury,   | etc.)                  |  |  |  |  |
| e. Shortness of breath  | 0   | 0          | j. Any knee or foot surgery including arthroscopy or the use of a so to any bone or joint  | ope O O                |  |  |  |  |
| f. Bronchitis   | 0   | Ο          | <ul> <li>Any need to use corrective devices such as prosthetic devices, k<br/>brace(s), back support(s), lifts or orthotics, etc.</li> </ul>   |                        |  |  |  |  |
| g. Wheezing or problems with wheezing   | $\circ$   | Ο          | I. Bone, joint, or other deformity   | 0 0                    |  |  |  |  |
| h. Been prescribed or used an inhaler   | 0   | Ο          | m. Plate(s), screw(s), rod(s) or pin(s) in any bone  | 0 0                    |  |  |  |  |
| i. A chronic cough or cough at night  | 0   | 0          | n. Broken bone(s) (cracked or fractured)   | 0 0                    |  |  |  |  |
| j. Sinusitis  | 0   | 0          | <b>13.</b> a. Frequent indigestion or heartburn  | 0 0                    |  |  |  |  |
| k. Hay fever  | 0   | 0          | b. Stomach, liver, intestinal trouble, or ulcer  | 0 0                    |  |  |  |  |
| I. Chronic or frequent colds<br>11.a. Severe tooth or gum trouble   | 0   | 0          | <ul><li>c. Gall bladder trouble or gallstones</li><li>d. Jaundice or hepatitis (<i>liver disease</i>)</li></ul>  | 0 0                    |  |  |  |  |
| b. Thyroid trouble or goiter  | 0   | 0          | e. Rupture/hernia  |                        |  |  |  |  |
| c. Eye disorder or trouble  | 0   | 0          | f. Rectal disease, hemorrhoids or blood from the rectum  | 0 0                    |  |  |  |  |
| d. Ear, nose, or throat trouble   | Õ   | 0          | g. Skin diseases (e.g. acne, eczema, psoriasis, etc.)  | 0 0                    |  |  |  |  |
| e. Loss of vision in either eye   | Õ   | 0          | h. Frequent or painful urination   | 0 0                    |  |  |  |  |
| f. Worn contact lenses or glasses   | 0   | Ō          | i. High or low blood sugar   | 0 0                    |  |  |  |  |
| g. A hearing loss or wear a hearing aid   | 0   | 0          | j. Kidney stone or blood in urine  | 0 0                    |  |  |  |  |
| h. Surgery to correct vision (RK, PRK, LASIK, etc.)   | -   | $\cap$     |  | 0 0                    |  |  |  |  |
| 12.a. Painful shoulder, elbow or wrist (e.g. pain, dislocation, etc.)   | 0   | 0          | k. Sugar or protein in urine   | 0 0                    |  |  |  |  |
|   | -   | 0          | <ol> <li>Sexually transmitted disease (syphilis, gonorrhea, chlamydia, ger<br/>warts, herpes, etc.)</li> </ol>   |                        |  |  |  |  |
| b. Arthritis, rheumatism, or bursitis   | 0   | 0          | <ol> <li>Sexually transmitted disease (syphilis, gonorrhea, chlamydia, gen<br/>warts, herpes, etc.)</li> <li>Adverse reaction to serum, food, insect stings or medic</li> </ol>  | ine O                  |  |  |  |  |
| <ul><li>b. Arthritis, rheumatism, or bursitis</li><li>c. Recurrent back pain or any back problem</li></ul>  | 000000000000000000000000000000000000000   | 0000       | <ol> <li>Sexually transmitted disease (syphilis, gonorrhea, chlamydia, gen<br/>warts, herpes, etc.)</li> <li>Adverse reaction to serum, food, insect stings or medic<br/>b. Recent unexplained gain or loss of weight</li> </ol> | ine O O                |  |  |  |  |
| b. Arthritis, rheumatism, or bursitis   | 0   | 0          | <ol> <li>Sexually transmitted disease (syphilis, gonorrhea, chlamydia, gen<br/>warts, herpes, etc.)</li> <li>Adverse reaction to serum, food, insect stings or medic</li> </ol>  | ine O O                |  |  |  |  |

LAST NAME, FIRST NAME, MIDDLE NAME (SUFFIX)

SOCIAL SECURITY NUMBER

#### Mark each item "YES" or "NO". Every item marked "YES" must be fully explained in Item 29 below. HAVE YOU EVER HAD OR DO YOU NOW HAVE: YES NO YES NO 15.a. Dizziness or fainting spells Ο Ο 19. Have you been refused employment or been unable to hold a job or stav in school because of: Ο $\bigcirc$ b. Frequent or severe headache a. Sensitivity to chemicals, dust, sunlight, etc. Ο Ο Ο Ο c. A head injury, memory loss or amnesia b. Inability to perform certain motions $\bigcirc$ Ο Ο Ο d. Paralvsis c. Inability to stand, sit, kneel, lie down, etc. Ο Ο Ο Ο e. Seizures, convulsions, epilepsy or fits Ο Ο d. Other medical reasons (If yes, give reasons.) $\bigcirc$ $\cap$ f. Car. train. sea. or air sickness Ο Ο g. A period of unconsciousness or concussion 20. Have you ever been treated in an Emergency Room? Ο O (If yes, for what?) Ο Ο h. Meningitis, encephalitis, or other neurological problems 16.a. Rheumatic fever $\bigcirc$ Ο 21. Have you ever been a patient in any type of hospital? (If yes, Ο Ο Ο Ο b. Prolonged bleeding (as after an injury or tooth extraction, etc.) specify when, where, why, and name of doctor and complete address of hospital.) c. Pain or pressure in the chest Ο Ο d. Palpitation, pounding heart or abnormal heartbeat Ο Ο 22. Have you ever had, or have you been advised to have any e. Heart trouble or murmur Ο $\bigcirc$ operations or surgery? (If yes, describe and give age at which Ο Ο occurred.) f. High or low blood pressure Ο Ο 17.a. Nervous trouble of any sort (anxiety or panic attacks) $\cap$ Ο 23. Have you ever had any illness or injury other than those О Ο already noted? (If yes, specify when, where, and give details.) b. Habitual stammering or stuttering Ο Ο c. Loss of memory or amnesia, or neurological symptoms $\bigcirc$ $\bigcirc$ 24. Have you consulted or been treated by clinics, physicians, healers, or other practitioners within the past 5 years for other than minor illnesses? (If yes, give complete address of doctor, hospital, clinic, and details.) d. Frequent trouble sleeping $\cap$ $\bigcirc$ Ο Ο e. Received counseling of any type $\bigcirc$ Ο Ο f. Depression or excessive worry Ο Have you ever been rejected for military service for any g. Been evaluated or treated for a mental condition Ο $\bigcirc$ Ο $\bigcirc$ reason? (If yes, give date and reason for rejection.) h. Attempted suicide Ο $\bigcirc$ i. Used illegal drugs or abused prescription drugs Ο Ο 26. Have you ever been discharged from military service for any reason? (If yes, give date, reason, and type of discharge; whether honorable, other than honorable, for unfitness or unsuitability.) 18. FEMALES ONLY. Have you ever had or do you now have: Ο Ο a. Treatment for a gynecological (female) disorder Ο Ο b. A change of menstrual pattern Ο Ο 27. Have you ever received, is there pending, or have you ever applied for pension or compensation for any disability or injury? (If yes, specify what kind, granted by whom, and what amount, when, why.) c. Any abnormal PAP smears Ο Ο Ο Ο d. First day of last menstrual period (YYYYMMDD)

29. EXPLANATION OF "YES" ANSWER(S) (Describe answer(s), give date(s) of problem, name of doctor(s) and/or hospital(s), treatment given and current medical

28. Have you ever been denied life insurance?

status.)

e. Date of last PAP smear (YYYYMMDD)

NOTE: HAND TO THE DOCTOR OR NURSE, OR IF MAILED MARK ENVELOPE "TO BE OPENED BY MEDICAL PERSONNEL ONLY."

 $\bigcirc$ 

| ST NAME, FIRST NAME, MIDDLE NAME (SUFFIX)  | SOCIAL SECURITY NUMBER  |
|--|---|
| . EXAMINER'S SUMMARY AND ELABORATION OF ALL PERTINENT D<br>questions 10 - 29. Physician/practitioner may develop by interview any a<br>significant findings here.) | ATA (Physician/practitioner shall comment on all positive answers in dditional medical history deemed important, and record any |
| COMMENTS   |   |
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| b. TYPED OR PRINTED NAME OF EXAMINER (Last, First, Middle Initial) |
|--|
|--|

# PHYSICAL ACTIVITY RISK FACTOR QUESTIONNAIRE

Privacy Act Statement

Authority: Title 5, U.S. Code 301

**Principle Purpose:** To provide the Command Fitness Leader with the necessary information to screen personnel for potential health risks prior to physical readiness testing.

Routine Use: For officials and employees of the Department of the Navy in performing their official duties of administering the Health and Physical Readiness Program.

**Disclosure:** Disclosure is necessary to fully evaluate midshipmen readiness to participate in mandatory physical readiness testing. Failure to provide the requested information may preclude participation in physical readiness testing and may warrant further medical evaluation or administrative action.

| Last Name:  | First Nan                                 | ne:          |             |                  | Date: |     | _ PRT Cycle |
|---|---|--------------|-------------|------------------|-------|-----|-------------|
|   | С   | coronary     | Artery Dis  | sease Risk Facto | rs    |     |             |
| 1. Has anyone in your immediate family died from a heart condition or from sudden death before age 50 or been diagnosed with Marfan's syndrome? |   |              |             |                  |       | Yes | No          |
| <ol> <li>Has your healthcare provider sain<br/>imited what you should do?</li> </ol>  | d that you have a hea                     | art or other | r medical o | condition and    |       | Yes | No          |
| 3. Do you feel pain in your chest wh  | ien you do physical a                     | ctivity?     |             |                  |       | Yes | No          |
| 4. In the past month, have you had  | chest pain when you                       | were NOT     | Г doing ph  | ysical activity? |       | Yes | No          |
| <ol><li>Have you ever become lighthead<br/>after exercise?</li></ol>  | led or dizzy, passed o                    | out or near  | rly passed  | out during or    |       | Yes | No          |
| <ol><li>Do you have a bone or joint prob<br/>made worse by a change in your ph</li></ol>  | lem (for example: bac<br>ysical activity? | ck, knee, c  | or hip) tha | t could be       |       | Yes | No          |
| 7. Is your medical practitioner currently prescribing drugs (for example: water pills) for your blood pressure or heart condition?              |   |              |             |                  |       | Yes | No          |
| 8. Do you know of any reason why  | you should not do ph                      | ysical activ | vity?       |                  |       | Yes | No          |
| 9. Are you a current smoker?  |   |              |             |                  |       | Yes | No          |
| MEMBER SIGNATURE  |   |              |             | DATE             |       |     |             |
| COMMAND FITNESS LEAD  | ER SIGNATURE                              |              |             | DATE             |       |     |             |
| MEDICAL (IF REQUIRED)   |   |              |             |                  |       |     |             |
| PARQ Screening completed on:  |   |              | -           |                  |       |     |             |
| Member is cleared to participate in F   |   | Yes          | No          |                  |       |     |             |
| Member had incurred waivers (see a  | attached SF 600):                         | Yes          | No          |                  |       |     |             |
| MEDICAL REPRESENTATI  |   |              |             | DATE             |       |     |             |

NSTC 1533/138 (07-11)

Measuring and fitting Techniques for Military Uniforms

- 1. The measuring and fitting of military uniforms can be very challenging when you are not sure how to determine the right size. When garments are sized properly, they may need little or no alterations.
- 2. These are key points for physical measurements and fitting techniques to help determine the correct size and fit for military uniforms:
  - a) Head The measurement is taken by placing the tape around the back of the head meeting at the forehead about one inch above the eyebrows, one inch below the hairline and one inch above the ears.
  - b) Neck When measuring for the neck size, place the tape measure around the neck at the collar line and with one finger between the neck and the tape. This will allow the shirt collar to be fitted with one half inch of space for comfort.
  - c) Chest or Bust To obtain these sizes, place the tape over the bulk of the shoulder-blades, under the arms, over the fullest part of the chest with ease.
  - d) Sleeve Raise the right arm even with the shoulder with the elbow bent at an angle, forearm parallel with the floor, and palms down. Measure from the center of the back and round the bend of the elbow, down to one inch past the wrist bone.
  - e) Waist The tape should be placed directly over the hipbone to get the best results. In cases where you cannot locate the hipbone, place the tape around the fullest part, as close to the top of the waistband as possible.
  - f) Hip The measuring tape should be placed around the largest part of the hip area, across the lower pelvis or fly.
  - g) Inseam Measure from the crotch to the heel of the shoe.
  - h) After you received your measurement, use the enclosed male and female sizing charts to determine your correct size.
     Following these instructions are very important for obtaining your uniform. Please submit uniform sizing sheet promptly.

### COMPLETE AND FAX TO 757-683-6510

# UNIFORM SIZING SHEET

Circle One: HU NSU ODU

| Name:                          | M/F Heig       | ght: Wei       | ght: |
|--------------------------------|----------------|----------------|------|
| Permanent Home Address:        |                |                |      |
| Phone #:                       | Cell #:        |                |      |
| Shoe Size: (Specify            | if: N, R, W, X | XW, XXW)       |      |
| Men:                           |                |                |      |
| Trouser: Waist: I              | nseam:         |                |      |
| Circle One: Short Reg          | Long X-Long    | 1              |      |
| Shirt:                         |                |                |      |
| Long Sleeve: Neck: Ch          | est:           | Sleeve Length: |      |
| Short Sleeve: Circle One: SM   | MED LG X-LG    | -              |      |
| Combination Cover (head) Size: |                |                |      |
|                                |                |                |      |
| Women:                         |                |                |      |
| Slacks: Estimated Size:        | Inseam:        | Waist:         |      |
| Shirt: Neck Size: Bust         | Size:          | Sleeve Length  | :    |
| Combination Cover (head) Size: |                | _              | Hip: |

<u>Note</u>: Ensure you measure carefully to get correct sizes for your uniforms to **prevent delays in ordering**. You can go to a tailor shop to get your correct measurements if you do not know.

2

### POST APPLICATION INFORMATION

1. When we receive your application, we will review it for completeness and notify you of any missing documentation. You should follow up within three working days after submitting your application to ensure we have received it.

2. After submitting your application, you can contact the NROTC Office at the university you wish to attend below.

| Recruiting Officer    | (757) 683-4741            |
|-----------------------|---------------------------|
| Toll Free             | (800) 284-5562            |
| Email                 | hrnrotc-recruiter@odu.edu |
| HU Officer-in-Charge  | (757) 728-6932            |
| Toll Free             | (800) 423-6202            |
| NSU Officer-in-Charge | (757) 823-8848            |
| Toll Free             | (800) 274-1821            |

3. Your package will be compared with all other applications we receive before the deadline. The Commanding Officer, NROTC Unit Hampton Roads, has the final decision authority on admission of college program midshipmen. You will be notified by letter or email of the Commanding Officer's decision within four weeks of the semester deadline. If you have not been notified within four weeks, call the Recruiting Officer.

4. If you are accepted into the college program prior to the start of the academic year, you will be provided information on the dates and time of your indoctrination and where to report to have uniforms issued to you.

5. You must be admitted to the university that you plan to attend and be enrolled as a full time student to remain in the college program.