References: The following are ready references, which provide amplifying information regarding various pertinent programs within the Navy and Marine Corps. Prior to inquiry of the chain of command or Academic Advisor, Midshipmen should make every effort to determine the correct course of action outlined in the applicable reference. These references may be found via an Internet source or your Academic Advisor.

References (listed in no particular order):

- NROTC Unit Operations
  CNSTCINST 1533.2 Regulations for Officer Development
- Uniform Regulations (Navy)
  NAVPERS 15665I
- Uniform Regulations (Marine Corps)
  MCO P1020.34
- Drug and Alcohol Prevention Programs
  OPNAV 5350.4 Series
- General Military Requirements/Enlisted Guidance (Navy)
  Blue Jackets Manual
- Physical Readiness Program (Navy)
  OPNAVINST 6110.10 Series
- Physical Readiness Program (Marine Corps)
  MCO P6100.12
- Fitness Reports and Evaluations (Navy)
  BUPERSINST 1610.10 Series
- Collision Avoidance Regulations (Marine Navigation)
  COMDTINST 16672.2 Series

Required Knowledge: This information is required to be memorized verbatim and may be requested at any time by any active duty staff member or senior Midshipman in the Battalion.

NROTC Mission Statement: The NROTC Program was established 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.

National Chain of Command:

President of the United States: President Barack H. Obama
Vice President of the United States: Vice President Joseph R. Biden
Secretary of Defense: The Honorable Ashton Carter
Secretary of the Navy: The Honorable Ray Mabus
Chairman of the Joint Chiefs of Staff: General Joseph F. Dunford, USMC
Chief of Naval Operations: Admiral John M. Richardson, USN
Vice Chief of Naval Operations: Admiral Michelle Howard, USN
Commandant of the Marine Corps: General Robert B. Neller, USMC
Assistant Commandant of the Marine Corps: General John M. Paxton, USMC
Commander, Naval Education and Training: Rear Admiral Michael S. White, USN
Commander, Naval Services Training Command: Rear Admiral Richard A. Brown, USN
Master Chief Petty Officer of the Navy: Master Chief Michael Stevens, USN
Sergeant Major of the Marine Corps: Sergeant Major Ronald L. Green, USMC

**NROTC Chain of Command:**
Commanding Officer: Captain Joseph Evans, USN
Executive Officer: Commander Leonard Haidl, USN
Operations Officer: Lieutenant Patrick Love, USN
Marine Officer Instructor: Captain Brian Kerg, USMC
Submariner: Lieutenant Miguel Lewis, USN
Aviator: Lieutenant Mark Guadagnini, USN
Surface Warfare Officer: Lieutenant Patrick Love, USN
Assistant Marine Officer Instructor: Master Sergeant Derek Moore, USMC

**Midshipmen Chain of Command:**
BATTALION COMMANDER CDR/LtCol.
EXECUTIVE OFFICER LCDR/Maj.
COMPANY COMMANDER LT/Capt.
PLATOON COMMANDER ENS/2ndLt.
COMPANY FIRST SGT SCPO/1stSgt.
PLATOON MPO CPO/GySgt.
PLATOON GUIDE PO1/Sgt.
SQUAD LEADER PO2/Sgt.

**Specialty Billets:**
OPERATIONS OFFICER LT/Capt.
ACADEMIC OFFICER LT/Capt.
ADMINISTRATIVE OFFICER LT/Capt.
PUBLIC AFFAIRS OFFICER LTjg/1stLt.
SUPPLY OFFICER LTjg/1stLt.
BATTALION MCP0/SGTMAJ MCP0/SgtMaj.
COLOR GUARD COMMANDER ENS/2ndLt. (OPS DEPT)
DRILL TEAM COMMANDER ENS/2ndLt. (OPS DEPT)
ATHLETIC OFFICER ENS/2ndLt. (OPS DEPT)
PELORUS/CONN OFFICER ENS/2ndLt. (PA DEPT)
RECRUITING OFFICER ENS/2ndLt. (PA DEPT)
HISTORIAN/ALUMNI OFFICER ENS/2ndLt. (ADMIN DEPT)

**Navy’s Core Values:** HONOR, COURAGE, COMMITMENT
Sailor’s Creed:

I am a United States Sailor.

I will support and defend the Constitution of the United States of America and I will obey the orders of those appointed over me.

I represent the fighting spirit of the Navy and those who have gone before me to defend freedom and democracy around the world.

I proudly serve my country’s Navy combat team with Honor, Courage and Commitment.

I am committed to excellence and the fair treatment of all.

Preamble to the United States Constitution:

We the People of the United States, in Order to form a more perfect Union, establish Justice, insure domestic Tranquility, provide for the common defense, promote the general Welfare, and secure the Blessings of Liberty to ourselves and our Posterity, do ordain and establish this Constitution for the United States of America.

Eleven General Orders of a Sentry (Navy):

1. To take charge of this post and all government property in view.
2. To walk my post in a military manner, keeping always on the alert and observing everything that takes place within sight or hearing.
3. To report all violations of orders I am instructed to enforce.
4. To repeat all calls from posts more distant from the guardhouse than my own.
5. To quit my post only when properly relieved.
6. To receive, obey and pass on to the sentry who relieves me all orders from the Commanding Officer, Command Duty Officer, Officer of the Deck, and Officers and Petty Officers of the Watch only.
7. To talk to no one except in the line of duty.
8. To give the alarm in case of fire or disorder.
9. To call the Officer of the Deck in any case not covered by instructions.
10. To salute all officers and all colors and standards not cased.
11. To be especially watchful at night, and during the time for challenging, to challenge all persons on or near my post and to allow no one to pass without proper authority.
Eleven General Orders of a Sentry (Marine Corps):

1. To take charge of this post and all government property in view.
2. To walk my post in a military manner, keeping always on the alert and observing everything that takes place within sight or hearing.
3. To report all violations of orders I am instructed to enforce.
4. To repeat all calls from posts more distant from the guardhouse than my own.
5. To quit my post only when properly relieved.
6. To receive, obey and pass on to the sentry who relieves me all orders from the Commanding Officer, Officer of the Day, all Officers, and Non-Commissioned Officers of the guard only.
7. To talk to no one except in the line of duty.
8. To give the alarm in case of fire or disorder.
9. To call the Corporal of the Guard in any case not covered by instructions.
10. To salute all officers and all colors and standards not cased.
11. To be especially watchful at night, and during the time for challenging, to challenge all persons on or near my post and to allow no one to pass without proper authority.

Code of Conduct (6 articles):

1. I am an American, fighting in the forces which guard my country and our way of life. I am prepared to give my life in their defense.
2. I will never surrender of my own free will. If in command, I will never surrender the members of my command while they still have the means to resist.
3. If I am captured I will continue to resist by all means available. I will make every effort to escape and aid others to escape. I will accept neither parole nor special favors from the enemy.
4. If I become a prisoner of war, I will keep faith with my fellow prisoners. I will give no information or take part in any action which might be harmful to my comrades. If I am senior, I will take command. If not, I will obey the lawful orders of those appointed over me and will back them up in every way.
5. When questioned, should I become a prisoner of war, I am required to give name, rank, service number, and date of birth. I will evade answering further questions to the utmost of my ability. I will make no oral or written statements disloyal to my country and its allies or harmful to their cause.
6. I will never forget that I am an American, fighting for freedom, responsible for my actions, and dedicated to the principles which made my country free. I will trust in my God and in the United States of America.
Leadership Principles:

1. Know yourself and seek self-improvement.
2. Be technically and tactically proficient.
3. Develop a sense of responsibility among your subordinates.
4. Make sound and timely decisions.
5. Set the example.
6. Know your Sailors/Marines and look out for their welfare.
7. Keep your Sailors/Marines informed.
8. Seek responsibility and take responsibility for your actions.
9. Ensure assigned tasks are understood, supervised, and accomplished.
10. Train your Sailors/Marines as a team.
11. Employ your command in accordance with its capabilities.

14 Leadership Traits (Remember JJ DID TIE BUCKLE):

Justice-Judgment-Decisiveness-Integrity-Dependability-Tact-Initiative
Endurance-Bearing-Unselfishness-Courage-Knowledge-Loyalty-Enthusiasm

Phonetic Alphabet:

A - Alpha
B - Bravo
C - Charlie
D - Delta
E - Echo
F - Foxtrot
G - Golf
H - Hotel
I - India
J - Juliet
K - Kilo
L - Lima
M - Mike
N - November
O - Oscar
P - Papa (pah PAH)
Q - Quebec (kay BECK)
R - Romeo
S - Sierra
T - Tango
U - Uniform
V - Victor
W - Whiskey
X - Xray
Y - Yankee
Z - Zulu
### United States Navy and Marine Corps Enlisted Ranks:

<table>
<thead>
<tr>
<th>Pay Grade</th>
<th>Navy Rank</th>
<th>Navy Insignia</th>
<th>Marine Rank</th>
<th>Marine Insignia</th>
</tr>
</thead>
<tbody>
<tr>
<td>E-1</td>
<td>Seaman Recruit</td>
<td>none</td>
<td>Private</td>
<td>none</td>
</tr>
<tr>
<td>E-2</td>
<td>Seaman Apprentice</td>
<td></td>
<td>Private First Class</td>
<td></td>
</tr>
<tr>
<td>E-3</td>
<td>Seaman</td>
<td></td>
<td>Lance Corporal</td>
<td></td>
</tr>
<tr>
<td>E-4</td>
<td>Petty Officer Third Class</td>
<td></td>
<td>Corporal</td>
<td></td>
</tr>
<tr>
<td>E-5</td>
<td>Petty Officer Second Class</td>
<td></td>
<td>Sergeant</td>
<td></td>
</tr>
<tr>
<td>E-6</td>
<td>Petty Officer First Class</td>
<td></td>
<td>Staff Sergeant</td>
<td></td>
</tr>
<tr>
<td>E-7</td>
<td>Chief Petty Officer</td>
<td></td>
<td>Gunnery Sergeant</td>
<td></td>
</tr>
<tr>
<td>E-8</td>
<td>Senior Chief Petty Officer</td>
<td></td>
<td>Master Sergeant First Sergeant</td>
<td></td>
</tr>
<tr>
<td>E-9</td>
<td>Master Chief Petty Officer</td>
<td></td>
<td>Master Gunnery Sergeant Sergeant Major</td>
<td></td>
</tr>
<tr>
<td>E-9</td>
<td>Master Chief Petty Officer of the Navy</td>
<td></td>
<td>Sergeant Major of the Marine Corps</td>
<td></td>
</tr>
</tbody>
</table>
## United States Navy Warrant Officer Ranks:

<table>
<thead>
<tr>
<th>Pay Grade</th>
<th>Rank</th>
<th>Abbreviation</th>
<th>Collar</th>
<th>Shoulder</th>
<th>Sleeve</th>
</tr>
</thead>
<tbody>
<tr>
<td>W-1</td>
<td>Warrant Officer</td>
<td>WO1</td>
<td><img src="chart1" alt="Collar" /></td>
<td><img src="chart1" alt="Shoulder" /></td>
<td><img src="chart1" alt="Sleeve" /></td>
</tr>
<tr>
<td>W-2</td>
<td>Chief Warrant Officer</td>
<td>CWO2</td>
<td><img src="chart2" alt="Collar" /></td>
<td><img src="chart2" alt="Shoulder" /></td>
<td><img src="chart2" alt="Sleeve" /></td>
</tr>
<tr>
<td>W-3</td>
<td>Chief Warrant Officer</td>
<td>CWO3</td>
<td><img src="chart3" alt="Collar" /></td>
<td><img src="chart3" alt="Shoulder" /></td>
<td><img src="chart3" alt="Sleeve" /></td>
</tr>
<tr>
<td>W-4</td>
<td>Chief Warrant Officer</td>
<td>CWO4</td>
<td><img src="chart4" alt="Collar" /></td>
<td><img src="chart4" alt="Shoulder" /></td>
<td><img src="chart4" alt="Sleeve" /></td>
</tr>
<tr>
<td>W-5*</td>
<td>Chief Warrant Officer</td>
<td>CWO5</td>
<td><img src="chart5" alt="Collar" /></td>
<td><img src="chart5" alt="Shoulder" /></td>
<td><img src="chart5" alt="Sleeve" /></td>
</tr>
</tbody>
</table>

## United States Marine Corps Warrant Officer Ranks:

<table>
<thead>
<tr>
<th>Pay Grade</th>
<th>Rank</th>
<th>Abbreviation</th>
<th>Collar</th>
</tr>
</thead>
<tbody>
<tr>
<td>W-1</td>
<td>Warrant Officer</td>
<td>WO1</td>
<td><img src="chart6" alt="Collar" /></td>
</tr>
<tr>
<td>W-2</td>
<td>Chief Warrant Officer</td>
<td>CWO2</td>
<td><img src="chart7" alt="Collar" /></td>
</tr>
<tr>
<td>W-3</td>
<td>Chief Warrant Officer</td>
<td>CWO3</td>
<td><img src="chart8" alt="Collar" /></td>
</tr>
<tr>
<td>W-4</td>
<td>Chief Warrant Officer</td>
<td>CWO4</td>
<td><img src="chart9" alt="Collar" /></td>
</tr>
<tr>
<td>W-5</td>
<td>Chief Warrant Officer</td>
<td>CWO5</td>
<td><img src="chart10" alt="Collar" /></td>
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</tbody>
</table>
### United States Navy/Marine Corps Ranks:

<table>
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<tr>
<th>Pay Grade</th>
<th>Rank</th>
<th>Abbreviation</th>
<th>Collar</th>
<th>Shoulder</th>
<th>Sleeve</th>
</tr>
</thead>
<tbody>
<tr>
<td>0-1</td>
<td>Ensign/2nd Lieutenant</td>
<td>ENS/2ndLt</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-2</td>
<td>Lieutenant Junior Grade/1st Lieutenant</td>
<td>LTJG/1stLt</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-3</td>
<td>Lieutenant/Captain</td>
<td>LT/Capt</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-4</td>
<td>Lieutenant Commander/Major</td>
<td>LCDR/Maj</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-5</td>
<td>Commander/Lieutenant Colonel</td>
<td>CDR/LtCol</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-6</td>
<td>Captain/Colonel</td>
<td>CAPT/Col</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-7</td>
<td>Rear Admiral (lower half)/Brigadier General</td>
<td>RDML/BGen</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-8</td>
<td>Rear Admiral (upper half)/Major General</td>
<td>RADM/MajGen</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-9</td>
<td>Vice Admiral/Lieutenant General</td>
<td>VADM/LtGen</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-10</td>
<td>Admiral/General</td>
<td>ADM/Gen</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
<tr>
<td>0-10</td>
<td>Fleet Admiral/No equivalent for USMC</td>
<td>FADM</td>
<td><img src="image" alt="Collar" /></td>
<td><img src="image" alt="Shoulder" /></td>
<td><img src="image" alt="Sleeve" /></td>
</tr>
</tbody>
</table>
Sleeve Insignia, Enlisted, USN:
E-1: None
E-2: 2 horizontal stripes
E-3: 3 horizontal stripes
E-4: 1 chevron, below a rating insignia, below 1 silver spread eagle
E-5: 2 chevrons, below a rating insignia, below 1 silver spread eagle
E-6: 3 chevrons, below a rating insignia, below 1 silver spread eagle
E-7: 3 chevrons, below a rating insignia, below 1 rocker, below 1 silver spread eagle
E-8: 3 chevrons, below a rating insignia, below 1 rocker, below 1 silver spread eagle, below 1 silver star
E-9: 3 chevrons, below a rating insignia, below 1 rocker, below 1 silver spread eagle, below 2 silver stars
MCPON: 3 chevrons, below 1 star, below 1 rocker, below 1 silver spread eagle, below 3 silver stars

Sleeve Insignia, Enlisted, USMC:
E-1: None
E-2: 1 stripe up
E-3: 1 stripe up crossed rifles in the middle
E-4: 2 stripes up crossed rifles in the middle
E-5: 3 stripes up crossed rifles in the middle
E-6: 3 stripes up, 1 stripe down, crossed rifles in the middle
E-7: 3 stripes up, 2 stripes down, crossed rifles in the middle
E-8: MSgt: 3 stripes up, 3 stripes down, crossed rifles in the middle
1stSgt: 3 stripes up, 3 stripes down, 1 diamond in the middle
E-9: MGySgt: 3 stripes up, 4 stripes down, bursting bomb in the middle
SgtMaj: 3 stripes up, 4 stripes down, 5 pointed star in the middle
SgtMaj of the Marine Corps: 3 stripes up, 4 stripes down, eagle, globe, and anchor flanked by two 5 point stars in the middle.

Collar Devices, Warrant Officer USN:
W-1: 1 gold bar with 2 blue breaks (unused)
CWO-2: 1 gold bar with 3 blue breaks
CWO-3: 1 silver bar with 2 blue breaks
CWO-4: 1 silver bar with 3 blue breaks
CWO-5: 1 silver bar with 1 blue break

Collar Devices, Warrant Officer USMC:
W-1: 1 gold bar with 2 scarlet stripes
CWO-2: 1 gold bar with 3 scarlet stripes
CWO-3: 1 silver bar with 2 scarlet stripes
CWO-4: 1 silver bar with 3 scarlet stripes
CWO-5: 1 silver bar with 1 scarlet stripe
Marine Gunner: (a CWO designated as an infantry weapons specialist): Right collar rank insignia replaced with bursting bomb

Collar Devices, Officers USN/USMC:
O-1 USN/USMC: 1 gold bar
O-2 USN/USMC: 1 silver bar
O-3 USN/USMC: 2 silver bars
O-4 USN/USMC: 1 gold oak leaf
O-5 USN/USMC: 1 silver oak leaf
O-6 USN/USMC: 1 silver eagle
O-7 USN/USMC: 1 five pointed silver star
O-8 USN/USMC: 2 five pointed silver stars
O-9 USN/USMC: 3 five pointed silver stars
O-10 USN/USMC: 4 five pointed silver stars
O-11 USN: 5 five pointed silver stars
Anchors Aweigh:

Stand Navy out to sea  
Fight our battle cry;  
We'll never change our course  
So vicious foes steer shy-y-y-y  
Roll out the T. N. T.  
Anchors Aweigh  
Sail on to victory  
And sink their bones to Davy Jones, hooray!

Anchors Aweigh my boys  
Anchors Aweigh  
Farewell to college joys (or "Farewell to foreign shores")  
We sail at break of day-ay-ay-ay  
Through our last night ashore  
Drink to the foam  
Until we meet once more  
Here's wishing you a happy voyage home!

Blue of the Mighty Deep  
Gold of God's great sun  
Let these our colors be  
Till all of time be done, done, done  
On seven seas we learn  
Navy's stern call  
Faith, Courage, Service True  
With Honor Over, Honor Over All.

Marines' Hymn:

From the Halls of Montezuma  
To the Shores of Tripoli;  
We fight our country's battles  
In the air, on land and sea;  
First to fight for right and freedom  
And to keep our honor clean;  
We are proud to claim the title  
of United States Marine.

Our flag's unfurled to every breeze  
From dawn to setting sun;  
We have fought in ev'ry clime and place  
Where we could take a gun;  
In the snow of far-off Northern lands  
And in sunny tropic scenes;  
You will find us always on the job—  
The United States Marines.

Here's health to you and to our Corps  
Which we are proud to serve  
In many a strife we've fought for life  
And never lost our nerve;  
If the Army and the Navy  
Ever look on Heaven's scenes;  
They will find the streets are guarded  
By United States Marines.
Amplifying Guidance and Instructions:

1. Communication: Midshipmen are responsible for ALL methods used to communicate within the Battalion and among the staff. This includes, but are not limited to, email, which shall be read at least twice daily, land line and/or cellular telephone calls, Battalion formations, as scheduled by the Battalion Commander and/or the active duty staff, Class Advisor meetings, bulletin boards within the unit, published notices, and policy statements and guidance.

   Midshipmen must immediately report any and all significant or incapacitating injuries or illness to their Class Advisor and the AMOI. Incapacitating injury or illness is one that precludes attendance at class, drill, or prescribed Battalion activities (including PT). All Midshipmen shall attend functions if safe to do so but may be excused by the cognizant Unit Staff member as appropriate.

2. Academics:

   Class Attendance is mandatory for all registered classes.

   The average course load for a semester is between 15 and 18 credit hours, including Naval Science (NS) classes. A course load of fewer than 12 credits or greater than 18 must be approved by the student’s Unit Staff advisor. OCs and MECEPs shall take a minimum of 6 semester hours during the Spring/Summer terms. These credit totals reflect all non NAVSCI classes that a student is taking.

   Any student desiring to switch majors must have Commanding Officer approval prior to switching with the University.

   For all NROTC required courses, the student must earn a “C-“ or better to receive credit. Failure to meet this requirement may result in the student retaking the class at his/her own expense – including all tuition and fees necessary for completion of the NROTC requirement.

   Midshipmen unable to maintain a 3.0 GPA, or are an entering 4/C Midshipman, shall adhere to the requirements below:

   Academic Study Hours Requirements:
   10 hours per week for a GPA below 2.0
   5 hours per week for a GPA below 2.5
   3 hours per week for a GPA below 3.0
   No required study hours for a GPA above 3.0
   3 hours per week for ALL incoming 4/C Midshipmen during Fall Semester
1. Navy Option Scholarship Students. These students are required to complete course sequences in calculus and physics equivalent to at least six semester hours in each area.

   a. Calculus. The calculus sequence shall include material through differential and integral calculus of one real variable.
   b. Physics. The physics sequence shall be calculus-based and cover the traditional topics of mechanics, electricity, magnetism, sound, optics, heat, and other related subject matter. Students shall include appropriate laboratory classes in completing the physics requirement.
   c. Students who complete calculus and physics courses at institutions other than the host institution must ensure credits with a letter grade are transferable before use for the Navy.
   d. Students shall complete calculus by the end of the second year of Naval Science (normally the sophomore year) and physics by the end of the third year of Naval Science (normally the junior year). PNS shall place students not completing this requirement or failing to schedule these courses to ensure timely completion on academic LOA pending completion. In certain instances, NSTC OD3 may grant a time-of-completion waiver.
   e. Students who have taken calculus or calculus-based physics for college credit in high school, which the college has validated, must complete one additional three semester-hour (or equivalent) college course in each of those areas to satisfy this requirement.

2. Navy College Program Students. These students must complete one year of college level study in both mathematics and physical science as a prerequisite for commissioning.

   a. Mathematics courses must be at the level of college algebra or higher.
   b. The physical science requirement can be met by completing a one-year sequence, or two courses, in an area of physical science. Students shall include appropriate laboratory classes in completing the science requirement.
   c. Students shall complete the mathematics requirement by the end of the junior year and the science requirement by the end of the senior year. PNS shall place students not completing this requirement on time on academic LOA pending completion.

3. Other NROTC-Specified Academic Requirements

   a. American History/National Security Policy Courses. These courses shall focus on U.S. military history, world military history, U.S. National Security policy, or combinations of these topics. A student's class advisor can approve a class by PNS direction.
   b. World Culture and Regional Studies Courses. These courses must have an emphasis on Third World, Far East, and/or Southwest Asia. This academic requirement is designed to expand our future officer corps' awareness, knowledge, and sensitivity to world cultures and peoples. A student's class advisor can approve a class by PNS direction.
   c. English Courses. These courses, which total six semester-hours or equivalent, must concentrate on the areas of grammar and composition and require significant student writings. A student's class advisor can approve a class by PNS direction.
<table>
<thead>
<tr>
<th>Courses</th>
<th>Completed by end of year:</th>
<th>Minimum Semester Hours</th>
<th>USN Scholarship</th>
<th>USMC Scholarship</th>
<th>USN CP</th>
<th>USMC CP</th>
<th>Nurse</th>
<th>STA-21</th>
</tr>
</thead>
<tbody>
<tr>
<td>Calculus</td>
<td>Sophomore</td>
<td>6</td>
<td>R</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>N</td>
<td>P</td>
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<tr>
<td>Physics With Lab</td>
<td>Junior</td>
<td>6</td>
<td>R</td>
<td>A</td>
<td>A</td>
<td>A</td>
<td>N</td>
<td>P</td>
</tr>
<tr>
<td>American History or National Security Policy</td>
<td>Senior</td>
<td>3</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>R</td>
<td>N</td>
<td>P</td>
</tr>
<tr>
<td>World Culture and Regional Studies</td>
<td>Senior</td>
<td>3</td>
<td>R</td>
<td>A</td>
<td>R</td>
<td>A</td>
<td>R</td>
<td>P</td>
</tr>
<tr>
<td>English</td>
<td>Sophomore</td>
<td>6</td>
<td>R</td>
<td>R</td>
<td>R</td>
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<td>R</td>
<td>R</td>
</tr>
</tbody>
</table>

Table 4-1: Specified Courses
R= Required  
A= Advised to ease change to USN scholarship status  
N= Not required by Navy  
P= Per program authorizations

4. Fraternization: No 1/C, 2/C, or 3/C Midshipman shall date a 4/C Midshipman. Active duty personnel (including MECEPS, MCPs and OCs) are prohibited from dating any Midshipman. Additionally, no MIDN is allowed to have an unduly familiar relationship between themselves and any member of Unit Staff.

5. EMU students attend NROTC courses at the U of M in consultation with the course instructor. There is no formal enrollment procedure through EMU for NROTC courses. Further, NROTC course grades are not a part of Midshipman's overall GPA. However, EMU students who complete the NROTC Program can be given credit for 20 hours of military science towards graduation and given a minor in Military Science, which appears on their final transcript.
**DRILL WAIVER/UNAUTHORIZED ABSENCE POLICY**

a. Term Drill Waivers. Term drill waivers will not be issued except in extraordinary circumstances. If the class can be taken at another time, or is an elective that can be fulfilled by another class at a different time, the waiver will not be granted. Waivers are to be submitted via a request chit through the Platoon Commander, Company Commander, and Unit Advisor. A copy will then be sent to the AMOI and Battalion Operations Officer. Class schedules highlighting time conflicts and a listing of degree requirements highlighting the absolute need for the waiver shall be included with the request. These items will be submitted the term PRIOR to the term the waiver is needed.

b. Individual Drill Waiver. These will not be issued except in extraordinary circumstances. Waivers are to be submitted via a request chit to the Company Commanders via the Platoon Commanders. Company Commanders will copy the Unit Advisor, AMOI and Battalion Operations Officer. The submission of the request will occur no later than 96 hours prior to the event, unless there are extenuating circumstances that prohibit timely submission. Once the chit has been submitted, the Midshipman will be informed of the approval/disapproval of the chit within 72 hours.

c. If a waiver is not routed up the Chain of Command and a mandatory event is missed, corrective action will be taken. Mandatory events include, but are not limited to, all classes for which a Midshipman is registered, Physical Training (PT), and the Weekly Drill period.

7. **SWIMMING**

As members of the sea services, Midshipmen are required to meet the swimming standards for accession into the naval service. Therefore, all Midshipmen are required to qualify as third class swimmers by the end of their freshman year or they will be placed on a leave of absence. Midshipmen who fail the initial swim test during their 4/C year will be given a letter of caution and required to enroll in a Red Cross-certified swimming course (either through the host university or local YMCA/etc.). Midshipmen who fail to qualify as a third class swimmer at any time after their freshmen year shall be placed in a Leave of Absence status, or recommended for disenrollment as appropriate.

a. Qualifications.
   (1) Third Class Qualification. This qualification requires that an individual enter the water feet first, from a minimum height of 5 feet, and remain afloat for 5 minutes. During this time the individual must swim 50 yards using any stroke or combination of strokes.

   (2) Second Class Qualification. To qualify as a second class swimmer, a midshipman must enter the water feet first from a height of 10 feet and remain afloat for 10 minutes. During this time, the individual must swim 100 yards and use the three basic survival strokes (side, back, and breast) for a minimum of 25 yards each.
(3) First Class Qualification. To qualify as a first class swimmer, the individual must complete second class swimmer qualifications in addition to the following:
(a) Approach a person of approximately the same size while in the water, demonstrate one break or release, get the person in a carry position, and tow him/her 25 yards.
(b) Enter the water feet first and immediately swim under water for 25 yards. Swimmer is to break the surface twice for breathing during this distance at intervals of approximately 25 feet.
(c) Remove trousers in water, inflate for support and remain motionless for a minimum of one minute.
(d) Swim 220 yards using any survival stroke or combination of survival strokes desired.

b. Administration. The swimming test will be administered two times throughout the academic year. The first time, held early in September, is mandatory for all midshipmen not first class swim qualified. The second time the test is given is optional provided the midshipman is third class swim qualified. The test will be taken until first class swim qualified.
### 8. MIDSHIPMEN AWARDS

<table>
<thead>
<tr>
<th>PRECEDENCE</th>
<th>NATIONAL AWARDS DEVICE</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Society of American Military Engineers Medal/Ribbon</td>
</tr>
<tr>
<td>2</td>
<td>American Defense Preparedness Association Medal/Ribbon</td>
</tr>
<tr>
<td>3</td>
<td>American Legion Award Medal/Ribbon</td>
</tr>
<tr>
<td>4</td>
<td>Daughters of the American Revolution Medal/Ribbon</td>
</tr>
<tr>
<td>5</td>
<td>Legion of Valor of the United States Medal/Ribbon</td>
</tr>
<tr>
<td>6</td>
<td>Military Order of the World Wars Medal/Ribbon</td>
</tr>
<tr>
<td>7</td>
<td>Sons of the American Revolution Medal/Ribbon</td>
</tr>
<tr>
<td>8</td>
<td>Daughters of Founders and Patriots Medal/Ribbon</td>
</tr>
<tr>
<td>9</td>
<td>General Society of the War of 1812 Medal/Ribbon</td>
</tr>
<tr>
<td>10</td>
<td>National Sojourners Award for Americanism Medal/Ribbon</td>
</tr>
<tr>
<td>11</td>
<td>Reserve Officers Association Award Medal/Ribbon</td>
</tr>
<tr>
<td>12</td>
<td>Veterans of Foreign Wars Award Medal/Ribbon</td>
</tr>
</tbody>
</table>

### NROTC AWARDS

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>13</td>
<td>All Around Performance Ribbon</td>
</tr>
<tr>
<td>14</td>
<td>Academic Excellence (for 3.75-4.00 GPA) Ribbon</td>
</tr>
<tr>
<td>15</td>
<td>Academic Achievement (for 3.50-3.74 GPA) Ribbon</td>
</tr>
<tr>
<td>16</td>
<td>Commendation Award Ribbon</td>
</tr>
<tr>
<td>17</td>
<td>Leadership Award Ribbon</td>
</tr>
<tr>
<td>18</td>
<td>Community Service Ribbon</td>
</tr>
<tr>
<td>19</td>
<td>Physical Fitness (Outstanding) Ribbon</td>
</tr>
<tr>
<td>20</td>
<td>Drill Team Ribbon</td>
</tr>
<tr>
<td>21</td>
<td>Color Guard Ribbon</td>
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<tr>
<td>22</td>
<td>Intramural Ribbon</td>
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<tr>
<td>23</td>
<td>Rifle/Pistol Team Ribbon</td>
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<tr>
<td>24</td>
<td>Sailing Award Ribbon</td>
</tr>
<tr>
<td>25</td>
<td>Recruiting Ribbon</td>
</tr>
<tr>
<td>26</td>
<td>Platoon Comp Ribbon (Not shown)</td>
</tr>
<tr>
<td>27</td>
<td>Cruise Ribbon</td>
</tr>
</tbody>
</table>

Gold Star (in lieu of second award)
Silver Star (in lieu of fifth Gold Star)