

**Sample American History/National Security Policy Course Approval Request**  
*(remove header from submitted request)*

DD Mmm YY

MEMORANDUM

From: MIDN X/C First Last  
To: Commanding Officer, Naval Reserve Officers Training Corps, University of Michigan  
Via: X/C Advisor, RANK Last

Subj: NROTC-SPECIFIED ACADEMIC REQUIREMENTS

Ref: (a) NSTC-M 1533.2E

1. Reference (a) requires three semester-hours or equivalent of American history/national security policy courses, focusing on U.S. military history, world military history, U.S. National Security policy, or combinations of these topics, to be approved by the Professor of Naval Science.

2. I submit the following course and course description for consideration for fulfillment of # credits of my of American history/national security policy course requirements:

a. Course: Code ### – Title

b. Course description from Wolverine Access: “Insert description of course from Wolverine Access demonstrating how it meets the ROD requirements.”

F. M. LAST

Class Advisor:

\_\_\_\_\_ Recommended      \_\_\_\_\_ Not recommended

Commanding Officer:

\_\_\_\_\_ Approved      \_\_\_\_\_ Denied

Copy to:  
Class Advisor  
Originator