

# CADET APPLICATION AND ENROLLMENT RECORD

For use of this form, see CC Pam 145-4, the proponent agency is ATCC-PC

## DATA REQUIRED BY THE PRIVACY ACT OF 1974

**Authority** 10 USC 2101, 2103, 2104, 2107, 2111, and 5 USC 301  
**Principal Purpose(s)** To obtain personnel data in order to determine eligibility for enrollment and serve as a source document for cadet's service record throughout participation in the ROTC Program. Provides data for the administration of the ROTC student commencing with application for enrollment into the ROTC Program.  
**Routine Uses** To verify eligibility to participate in the ROTC Program; to provide information on addresses and telephone numbers for use in the event of death, injury, illness or unauthorized absence while participating in ROTC activities; to facilitate contact with complete information with a cadet during other than normal training periods; to make a matter of record the information provided by the cadet.  
**Disclosure** Disclosure is voluntary. However, failure to provide complete information and provide responses will suspend the enrollment process into the ROTC Program.

### PART I - GENERAL INFORMATION

1. NAME		2. SSN		3. COLLEGE ID #		4. EMAIL	
5. LOCAL ADDRESS		5a. CITY		5b. STATE		5c. ZIP CODE	
6. PHONE NUM		7. PERMANENT ADDRESS		7a. CITY		7b. STATE	
7c. ZIP CODE		8. PH NUM		9. DOB		10. POB	
11. RELIGIOUS PREF		12. BLOOD TYPE		13. ACT		14. SAT	
15. SEX		16. HEIGHT		17. WEIGHT		18. MARITAL STATUS	
19. DEPENDENTS		19a. NUMBER OF DEPENDENTS		20. RACE/ETHNICITY (Check One)			
<input type="checkbox"/> African American	<input type="checkbox"/> American Indian	<input type="checkbox"/> Asian	<input type="checkbox"/> Caucasian	<input type="checkbox"/> Hispanic	<input type="checkbox"/> Other		
21. CITIZENSHIP (Check One)		U.S. Citizen:	<input type="checkbox"/> U.S. Born	<input type="checkbox"/> Naturalized	<input type="checkbox"/> Born Overseas With U.S. Parents	<input type="checkbox"/> Dual Citizenship (See CC PAM 145-4, 2-39)	
Non U.S. Citizen:	<input type="checkbox"/> Immigrant Alien	<input type="checkbox"/> Nonimmigrant Alien	<input type="checkbox"/> Refugee				

22. Do you have any condition that could interfere with you participating in a normal college physical education course?	<input type="checkbox"/>	22a. If "yes" explain	
23. Have you ever received Medical Disability payments from any source?	<input type="checkbox"/>	23a. If "yes" explain	
24. NEXT OF KIN		24a. ADDRESS	
		24b. PHONE NO	

### PART II - ACADEMIC INFORMATION

25. ROTC HOST SCHOOL		25a. FICE CODE		26. SCHOOL OF ATTENDANCE		26a. FICE CODE	
27. RESIDENCY STATUS		28. ACADEMIC CLASS		29. PROJECTED GRADUATION DATE		30. ACADEMIC MAJOR	
31. ACADEMIC MINOR		32. CREDITS TOWARD DEGREE		33. CREDITS REQUIRED FOR DEGREE		34. CGPA (COLLEGE)	
35. OTHER COLLEGES ATTENDED		35a. YEAR(S) ATTENDED		36. HIGH SCHOOL ATTENDED			
36a. GRADUATION DATE		37. ROTC SCHOLARSHIP RECIPIENT	<input type="checkbox"/>	37a. If "yes" what type?			
38. OTHER SCHOLARSHIPS		39. JROTC EXPERIENCE					

### PART III - CURRENT OR PRIOR MILITARY SERVICE (TO INCLUDE OFFICER PRODUCING PROGRAMS)

<input type="checkbox"/> NOT APPLICABLE (Go to PART IV)	40. CURRENT SERVICE: Are you currently in the Armed Forces?	<input type="checkbox"/>	40a. If "yes" which Branch?				
40b. SMP UNIT		40c. Is your spouse currently a member of the Armed Forces?	<input type="checkbox"/>				
41. PRIOR SERVICE: Have you ever been enrolled in an officer producing program?	<input type="checkbox"/>	41a. Were you ever disenrolled from the ROTC Program?	<input type="checkbox"/>				
41b. Were you ever enrolled in a Service Academy?	<input type="checkbox"/>	41c. Were you ever discharged from the Armed Forces?	<input type="checkbox"/>	41d. If "yes" what type of discharge?		41e. If "yes" what was the RE Code?	
41f. Months of Active Service	<input type="checkbox"/>	41g. Have you ever been discharged for medical reasons?	<input type="checkbox"/>	41h. If "yes", explain:			

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PART IV - STUDENT STATEMENTS

42. RELEASE OF INFORMATION

The Privacy Act requires that we notify you of other routine uses of the information we collect from you. You should know that if you leave school, we might provide your name, address, and phone number to the U.S. Army Recruiting Command. This is done because the Active Army, Army Reserve, and National Guard want and need intelligent young men and women. They also have programs which might help you return to college. The transfer of information to the Recruiting Command means that, if you drop from school, you may receive information in the mail or be called by an Army Recruiter. You are under no obligation to accept the mail or to talk to the recruiter.

I have read and understand the above statement concerning data required by the Privacy Act of 1974.

Verification of the following statements is required in order to assist in establishing eligibility to participate in the ROTC program. Failure to provide a response will preclude further processing as an enrolled cadet. Failure to provide an accurate or truthful response is grounds for barring entry into the SROTC program or for the initiation of disenrollment action. Your signature at the bottom of this page will attest to the accuracy of your responses on this form.

43. STATEMENT OF CRIMINAL PROCEEDINGS BY CIVIL OR MILITARY AUTHORITIES

I have not been indicted or summoned into court under civilian or military law as a defendant in a criminal proceeding, to include any and all proceedings involving juvenile or adult criminal offenses, but excluding minor traffic violations (Exception: alcohol-related driving offenses) which involved a fine or forfeiture, alone, of less than \$250. I have not had 6 or more minor traffic violations (excluding parking violations) in a 12-month period where the fine is \$100 or more per offense. I have not had 12 or more minor traffic violations (excluding parking violations) during the previous 3 years where the fine is \$100 or more per offense. I have never been convicted, fined, imprisoned, placed on probation, paroled, or pardoned (to include alcohol violations and misdemeanors), except for minor traffic violations as defined above. I will advise the Professor of Military Science of any future information pertaining to any changes of criminal conduct against myself and I shall do so as soon as practical under the circumstances. Records that are expunged, sealed, set aside, dismissed, or original findings or pleas changed **STILL** require a waiver.

Check One:

The above statement is true.  The above statement is not true - Explain:

44. SUBSTANCE ABUSE

Check One:

- I have never used an illegal substance or drug.
- I have used illegal substances or drugs only on an experimental or limited basis.
- I have been a recent or frequent user of illegal substances or drugs.

When:

How Often:

When:

How Often:

NOTE: Any future drug use will be grounds for disenrollment from the ROTC Program.

45. RELIGIOUS ACCOMMODATION

The U.S. Army cannot guarantee that my religious practices will be accommodated. I acknowledge and understand that it is the Department of the Army's policy to accommodate religious practices as long as the practice will not have an adverse impact on military readiness, unit cohesion, standards, health, safety or discipline. I further acknowledge and understand that the U.S. Army has the right to amend or eliminate any such accommodation based on the needs of the Army.

I have read and understand the above statement concerning accommodation of my religious practices.

46. CONSCIENTIOUS OBJECTION

If you have moral convictions that preclude you from bearing firearms and/or participating in full military service with the U.S. Army, to include armed combat, then you are a conscientious objector. AR 600-43 defines conscientious objection as "A firm, fixed and sincere objection to participation in war in any form or the bearing of arms, because of religious training and belief."

Check One:  I am not a conscientious objector.  I am a conscientious objector. Explain:

Intentionally Left Blank

"All information given on this form is correct to the best of my knowledge."

SIGNATURE OF CADET

47. LOYALTY OATH (OPTIONAL FOR NONCONTRACTED CADETS)

" I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States of America against all enemies, both foreign and domestic; that I will bear true faith and allegiance to the same, and that I take this obligation freely, without any mental reservation or purpose of evasion, so help me God."

SIGNATURE OF CADET

DATE

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**PART V - BASIC COURSE ENROLLMENT ELIGIBILITY CHECKLIST\***

**ALL NONCONTRACTED CADETS MUST MEET THE FOLLOWING CRITERIA TO ENROLL IN THE BASIC COURSE:**

Enrollment Eligibility Officer: Verify the criteria below and sign the certification on page 5.

48. ACADEMIC STATUS  Eligible: Registered for and attending full time (in accordance with university policy - usually 12 or more credit hours) a regular course of instruction resulting in an accredited undergraduate or graduate degree at a host or partnership school.  
 Ineligible (Waiver denied): Not registered for and attending full time a regular course of instruction at a host or partnership school.

49. CONSCIENTIOUS OBJECTION  Eligible: (a) U.S. Citizen and is not a conscientious objector. (b) Enrolled alien student (exempt by statute). (c) Students required by their school to take military training.  
 Ineligible: Student is a U.S. Citizen and a conscientious objector at a school, which does not require its students to take military training. (NOTE: Prior to enrollment students who have previously been conscientious objectors must furnish a letter stating they no longer have convictions that preclude bearing arms and participating in full military service with the U.S. Army).

50. CHARACTER  Eligible: Good moral character. No domestic violence conviction.  
 Ineligible: Nonwaiverable. Domestic violence misdemeanor or felony conviction.

51. TATTOOS  Eligible: Student does not have any tattoos specifically prohibited by Army policy (see ineligible below).  
 Ineligible: (a) Any tattoo/brand on the face, neck or head (permanent facial makeup that conforms to AR 670-1 makeup standards is permitted). (b) Other tattoos/brands that are visible and that detract from a soldierly appearance while wearing the Class A uniform. (c) Other tattoos/brands that are prejudicial to good order and discipline.

52. CITIZENSHIP  Eligible: U.S. Citizen (Must be verified per instructions). (Dual citizens must renounce foreign citizenship prior to receiving a clearance (see CC PAM 145-4, 2-39a)).  
 Approval Required: (a) Immigrant Alien (b) Refugee (NOTE: Aliens are ineligible for scholarship and SMP, even if approved for enrollment).  
 Ineligible: Nonimmigrant Aliens.  Approval Granted (Eligible): Date

53. MEDICAL  Eligible: DA Form 3425-R has been completed and signed by a qualified medical physician (or equivalent statement from university health care provider) showing no medical condition/physical impairment that precludes enrollment in the basic course.  
 Ineligible (Waiver denied or nonwaiverable): Qualified medical physician refuses to complete and sign DA Form 3425-R for the student.

**\* NOTE: ENROLLMENT ELIGIBILITY OFFICER WILL CHECK THE INFORMATION IN PARTS I - III AND THE STUDENT'S STATEMENTS IN PART IV AND ADVISE THE STUDENT IF A WAIVER IS REQUIRED PRIOR TO CONTRACTING I.E., AGE, RE-CODE, DEPENDENCY, CIVIL CONVICTION, SUBSTANCE ABUSE, ETC. (Waiver approval is not guaranteed).**

**PART VI - NONSCHOLARSHIP CONTRACTING ELIGIBILITY CHECKLIST**

**ALL NONSCHOLARSHIP CADETS MUST MEET THE FOLLOWING CRITERIA TO CONTRACT:**

Enrollment Eligibility Officer: Verify the criteria below and sign the certification on page 5. (Scholarship students must also meet scholarship eligibility requirements in Part VII)

54. PREVIOUS CRITERIA  Eligible: Student meets criteria 49-54 on the Basic Course Enrollment Eligibility Checklist (Part V).  
 Waiver Required: Pending waiver for criteria in Part V above.  Waiver Granted (Eligible): Date   
 Ineligible (Waiver denied or nonwaiverable).

55. CIVIL CONVICTION  Eligible: (a) No civil conviction, adverse adjudication, or court-martial conviction other than minor traffic violations (Exception: alcohol-related driving offenses) resulting in a fine of less than \$250. (b) Not guilty verdict or successful appeal of a conviction.  
 Waiver Required (Prior to Contracting): Any civil conviction, adverse adjudication, or court-martial conviction other than minor traffic violations (Exception: Alcohol-related driving offenses) resulting in a fine of less than \$250. Any conviction resulting in other adverse dispositions (punishment other than a fine) requires a waiver. Convictions where the record is expunged, sealed, set aside, dismissed, or original finding or pleas changed **still** require a waiver.  
 Waiver Granted (Eligible): Date   
 Ineligible (Waiver denied or nonwaiverable): (a) Pending charges for violating any civil law, (b) On supervised and/or conditional probation.

56. DEPENDENCY  Eligible: (a) Single student with no dependents. (b) Married student with no more than three (3) dependents, to include spouse. (c) Single student whose children have been placed by **court order** in the custody of an adult relative/legal guardian and the student is not required to pay child support.  
 Waiver Required (Prior to Contracting): (a) More than three (3) dependents (spouse plus more than 2 children under 18 years old). (b) Single parent whose children have been placed by **court order** in the custody of an adult relative/legal guardian when the student is required to pay child support. (c) Spouse is also in Army ROTC and there are children under 18 years old. (d) Spouse is in a military component of any Armed Service (other than Inactive Ready Reserve) when student has a child under 18 years old.  
 Waiver Granted (Eligible): Date   
 Ineligible (Waiver denied or nonwaiverable): Single parents who have legal custody of their children who are under 18 years old.

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**PART VI - NONSCHOLARSIP CONTRACTING ELIGIBILITY CHECKLIST (CONTINUED)**

**ALL NON-SCHOLARSHIP CADETS MUST MEET THE FOLLOWING CRITERIA TO CONTRACT:**

Enrollment Eligibility Officer: Verify the criteria below and sign the certification on page 5. (Scholarship students must also meet scholarship eligibility requirements in Part VII.)

57. SUBSTANCE ABUSE	<input type="checkbox"/> Eligible: (a) Never used chemical substances or drugs; (b) Self admitted limited, experimental use of chemical substances or drugs which occurred over 6 months prior to contracting, unless disqualified by DoDMERB. <input type="checkbox"/> Waiver Required: (a) Self admitted use of chemical substances or drugs on an experimental or limited basis, which occurred within six (6) months prior to contracting. (b) Self admitted frequent and/or habitual use of chemical substances or drugs prior to contracting. <input type="checkbox"/> Ineligible (Waiver denied or nonwaiverable) Chemical substance or drug abuse requiring professional care, which is medically disqualifying.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
58. LOYALTY OATH	<input type="checkbox"/> Eligible: Cadet signed loyalty oath. <input type="checkbox"/> Ineligible: Refuses to sign loyalty oath.	
59. PRIOR SERVICE	<input type="checkbox"/> Eligible: (a) No prior service. (b) Honorably discharged from the Armed Services with a qualifying RE code of 1 on DD Form 214. (c) Currently in the Army Reserve or National Guard (see NOTE below). <input type="checkbox"/> Waiver Required: (a) Honorably discharged with an RE code other than 1 on DD Form 214. <input type="checkbox"/> Ineligible (Waiver denied or nonwaiverable): (a) Honorably discharged with a disqualifying RE code on the DD Form 214. (b) More than ten (10) years Active Duty, without an exception to policy from CC. (c) Any type of discharge other than "honorable". (d) Current or former commissioned officer, or has a certificate of eligibility for appointment as a commissioned officer. (e) On Active Duty at time of contracting. A soldier on terminal leave is ineligible until actual separation. <b>NOTE:</b> Contracted cadets cannot be in the USAR or ARNG (to include IRR) outside of the SMP program. Upon contracting, current members of the USAR or ARNG must <i>either</i> sign an SM sign an SMP contract (and remain a member of the USAR or ARNG) or sever ties with their USAR or ARNG unit (the ROTC contract overrides any reserve component contract).	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
60. CITIZENSHIP	<input type="checkbox"/> Eligible: U.S. citizen. (Dual citizens must renounce foreign citizenship prior to receiving a clearance, which is a prerequisite for commissioning (see CC PAM 145-4, 2-39a)). <input type="checkbox"/> Ineligible (Nonwaiverable): Non-U.S. citizen.	
61. PLACEMENT CREDIT	<input type="checkbox"/> Eligible: Student is enrolling in the Alternate Entry Program, the Accelerated Cadet Commissioning Training Program, OR student has received credit for MS I & MS II by any combination of the following (as set forth in CC Reg 145-3, Table 6-1): (a) Completed Basic Course. (b) Successfully completed LTC. (c) Completed Basic Training in one of the Armed Services. (d) Credit for Senior ROTC training (Army, Navy, Air Force, Marine, or Coast Guard). The first year of any SROTC = credit for MS I. Any additional years of SROTC = credit for the Basic Course. (e) Participation in a service academy. One year = credit for MS I. Two years = credit for the Basic Course. (f) JROTC experience. One year = no credit. Two years = PMS may award up to MS I credit. Three years = PMS may award up to full Basic Course credit. <input type="checkbox"/> Ineligible (Waiver denied/Nonimmigrant Aliens)	
62. ACADEMIC STATUS	<input type="checkbox"/> Eligible: (a) All students must be enrolled full time AND academically aligned AND have a cumulative college GPA (if any) of 2.0 on a 4.0 scale or equivalent. (b) MJC freshman also require at least a 2.0 cumulative high school GPA AND SAT score of 850 or ACT of 17. <input type="checkbox"/> Waiver Required: Graduate student with less than full time enrollment (waiverable). <input type="checkbox"/> Ineligible (Waiver denied): (a) Student is not academically aligned (Exceptions to policy may be considered); (b) Cumulative college GPA is less than 2.0 (nonwaiverable).	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
63. PHYSICAL FITNESS	<input type="checkbox"/> Eligible: Score 180, with a minimum of 60 points in each event, on a single APFT. <input type="checkbox"/> Ineligible (Nonwaiverable): Failure to meet eligibility criteria.	
64. MEDICAL	<input type="checkbox"/> Eligible: Student is fully medically qualified by a DoDMERB physical. <input type="checkbox"/> Waiver Required: Student is medically disqualified by a DoDMERB or MEPS physical, if applicable. <input type="checkbox"/> Ineligible (Waiver denied or nonwaiverable).	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
65. AGE	<input type="checkbox"/> Eligible: Student is at least 17 years of age at time of contracting and will be less than age 30 at time of commissioning. <input type="checkbox"/> Waiver Required (Prior to Contracting): Age 35 or older at time of commissioning. Brigade Commander can waive thru age 39. CG is waiver approval authority for over 39 years of age. <b>NOTE:</b> Retirement benefits are at risk for 33 and higher. <input type="checkbox"/> Ineligible (Waiver denied or nonwaiverable): Student is younger than 17 at time of contracting.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>

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**PART VII - SCHOLARSHIP ELIGIBILITY CHECKLIST**

**ALL SCHOLARSHIP CADETS MUST MEET THE FOLLOWING CRITERIA TO CONTRACT:**

Enrollment Eligibility Officer: Verify the criteria below and sign the certification on page 5. Scholarship students must also meet scholarship eligibility requirements. **NOTE:** Green to Gold scholarship applicants must meet additional criteria in order to apply. Refer to the current Green to Gold application for details.

66. PREVIOUS CRITERIA	<input type="checkbox"/>	Eligible: (a) Four-year and three-year scholarship winners must meet criteria 55-61 on the Advanced Course Eligibility Checklist (Part VI). (b) Two-year scholarship winners must meet criteria 55-62 on the Advanced Course Eligibility Checklist (Part VI). <b>(NOTE: Alternate Entry Option students are ineligible for scholarship).</b>	
	<input type="checkbox"/>	Ineligible: Ineligible for contracting unless student is fully qualified.	
67. MEDICAL	<input type="checkbox"/>	Eligible: Student is fully medically qualified by DoDMERB.	
	<input type="checkbox"/>	Waiver Required: Student is medically disqualified by DoDMERB.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
	<input type="checkbox"/>	Ineligible (Waiver denied or nonwaiverable).	
68. MAJOR	<input type="checkbox"/>	Eligible: Student is majoring in one of the majors listed in CC Reg 145-1.	
	<input type="checkbox"/>	Waiver Required: Student is not majoring in one of the majors listed in CC Reg 145-1.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
	<input type="checkbox"/>	Ineligible (Waiver denied).	
69. AGE	<input type="checkbox"/>	Eligible: Student must be 17 years of age within the first semester following award of the scholarship (cannot contract until reaches age 17) and be under 31 years of age on 31 December of the calendar year of commissioning.	
	<input type="checkbox"/>	Ineligible (Statutory-Nonwaiverable): Student exceeds the statutory maximum age requirement IAW CC Reg 145-1.	
70. ACADEMIC STATUS	<input type="checkbox"/>	Eligible: Student must meet ALL THREE of the following criteria: (a) Academically aligned. (b) Cumulative college GPA of 2.5 on a 4.0 scale, OR student has no college GPA yet, but has a cumulative high school GPA of 2.5 on a 4.0 scale. (c) Full time student (in accordance with university policy - usually 12 or more credit hours).	
		HS GPA <input type="text"/> OR College GPA <input type="text"/>	
	<input type="checkbox"/>	Waiver Required: (a) Student has a cumulative college GPA of less than 2.5 on a 4.0 scale. Rounding is not permitted. (b) Student has no cumulative college GPA yet, but has a cumulative high school GPA of less than 2.5 on a 4.0 scale. (c) Graduate student who is enrolled less than full time.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
	<input type="checkbox"/>	Ineligible (Waiver denied or nonwaiverable).	
71. ACT/SAT	<input type="checkbox"/>	Eligible: (a) Two-year scholarship recipient: no requirement (except two-year MJC). (b) Two-year MJC, three-year or four-year scholarship recipient with composite ACT score of 19 or greater OR composite SAT score of 920 or greater.	
		SCORE: SAT Verbal <input type="text"/> SAT Math <input type="text"/> ACT Composite <input type="text"/>	
	<input type="checkbox"/>	Waiver Required: Two-year MJC, three-year or four-year scholarship recipient with composite ACT score of less than 19 OR composite SAT score of less than 920.	
		SCORE: SAT Verbal <input type="text"/> SAT Math <input type="text"/> ACT Composite <input type="text"/>	
	<input type="checkbox"/>	Ineligible (Waiver denied or nonwaiverable): Two-year MJC, three-year or four-year scholarship applicant who has not taken the ACT or SAT.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
72. ACADEMIC CREDITS	<input type="checkbox"/>	Eligible: At the time the scholarship begins, (a) Two-year scholarship recipients must have at least 4 semester/6 quarters remaining. (b) 2 1/2-year scholarship recipients must have at least 5 semester/7-8 quarters remaining. (c) Three-year scholarship recipients must have 6 semesters/9 quarters remaining, or (d) 3 1/2-year scholarship recipients must have 7 semesters/10-11 quarters remaining.	
	<input type="checkbox"/>	Waiver Required: If the student does not meet the criteria above.	<input type="checkbox"/> Waiver Granted (Eligible): Date <input type="text"/>
	<input type="checkbox"/>	Ineligible (Waiver denied).	
73. PHYSICAL FITNESS	<input type="checkbox"/>	Eligible: Score of 180 with 60 points in each event on a single APFT. <b>NOTE:</b> All scholarship applicants must be given a physical assessment (APFT or PFT) during the face-to-face interview for assessment of physical ability. The APFT must be passed NLT 15 Dec (or NLT 1 May for mid-term entries) at the 60/60/60 - 180 standard prior to contracting.	
	<input type="checkbox"/>	Ineligible (Nonwaiverable): Failure to meet eligibility criteria.	

**PART VIII - ENROLLMENT OFFICER CERTIFICATION**

Certify by signature as many as applicable:

<input type="checkbox"/>	BASIC COURSE: Student is eligible (fully or by waiver) for entry into the Basic Course.	Signature: <input type="text"/>	Date: <input type="text"/>
<input type="checkbox"/>	NONSCHOLARSHIP: Student is eligible (fully or by waiver) to contract as a nonscholarship.	Signature: <input type="text"/>	Date: <input type="text"/>
<input type="checkbox"/>	SCHOLARSHIP: Student is eligible (fully or by waiver) to contract as a scholarship recipient.	Signature: <input type="text"/>	Date: <input type="text"/>

**CADET APPLICATION AND ENROLLMENT RECORD**  
**Instructions and Notes (CC Pam 145-4)**

The purpose of the Cadet Enrollment Record (CC Form 139-R) is threefold:

1. To record necessary information for entering a Cadet into the CCIMS database.
2. To create a legal record of Cadet enrollment.
3. To guide the Enrollment Eligibility Officer through the process of determining eligibility for enrollment and contracting.

**A student is not enrolled in Army ROTC until he/she has completed, signed, and initialed this form and the Enrollment Eligibility Officer certifies by signature that the student is eligible for entry into the Basic Course. A Cadet will not be contracted until he/she has completed, signed, and initialed this form and the Enrollment Eligibility Officer certifies by signature that the Cadet is eligible for contracting.**

**Contracting any student is subject to the approval of the PMS, even when all other eligibility criteria are met.**

**Cadre will verify that the information on this form is current and accurate during each required periodic counseling with the Cadet.**

Reproduction of this form on cardstock for durability is recommended. You may fill in permanent information in ink and changeable items in pencil.

If a waiver is required, refer to the current "Approval Authority/Flow of Cadet Actions" matrix and CC Pam 145-4, or other published guidance for current processing of waivers.

This form will be retained in the Cadet's MPRJ as a permanent document and retained with the Cadet Record Brief for five years following the Cadet's appointment or disenrollment.

**Notes and references:**

**Part I-III** Height and weight is approximate. Fully discuss with the student any physical conditions they identify in Part I.

**Part IV** Signing the Loyalty Oath is optional for noncontracted students enrolling in the Basic Course. Aliens do not sign the Loyalty Oath.

**Part V** Basic Course Enrollment Eligibility (Noncontracted Cadets): See notes/instructions for Part V.

- (1) Academic Status: AR 145-1, Ch 3; CC Pam 145-4.
- (2) Conscientious Objection: AR 145-1, Ch 3; CC Reg 145-1.
- (3) Character: AR 145-1, Ch 3; CC Pam 145-4.
- (4) Tattoos: AR 670-1, dtd 1 Jul 02, para 1-8e, TRADOC MSG dtd 011525Z, Subj: TRADOC/USAREC IET RECRUIT/CADET TATTOO/BRAND POLICY
- (5) Citizenship: Must be verified. The following documents may be used in verifying U.S. Citizenship: (a) Birth Certificate, (b) Certificate of Naturalization, (c) Certificate of Naturalization of parents, (d) INS Form N-560 (Certificate of Citizenship), (e) Department of State Form 1350 (Certificate of Birth Abroad of a Citizen of the U.S.A.), (f) FS Form 240 (Report of Birth, Child Born Abroad of American Parent or Parents), (g) FS Form 545 (Certification of Birth Abroad of a Citizen of the U.S.A.), (h) Unexpired fully valid US Passport issued in the name of the applicant. AR 145-1, Ch 3; CC Reg 145-1 (for scholarship; CC Pam 145-4 (for processing aliens for enrollment refer to AR 145-1, Ch 3, and CC Pam 145-4). Dual citizenship-foreign citizenship must be renounced prior to receipt of a clearance, which is a prerequisite for commissioning.
- (6) Medical: AR 145-1, Ch 3; CC Pam 145-4; AR 40-29; AR 40-501, Ch 2. Height and weight standards for prior service Cadets are found in AR 600-9. Height and weight standards for non-prior service Cadets are found in AR 40-501 and CC Pam 145-4.

**Part VI** Nonscholarship Contracting Eligibility: See notes/instructions for Part VI.

- (1) Basic Course Eligibility Requirements: Cadet must meet basic course eligibility requirements - (1) - (6).
- (2) Civil Conviction: AR 145-1, Ch3; CC Reg 145-1; CC Pam 145-4; and AR 601-210, Ch 4.
- (3) Dependency: AR 145-1, Ch 3; CC Pam 145-4. In questions of custody, only court orders are acceptable. Powers of Attorney have no binding legal effect in such cases. Cadre will not counsel or advise sole parent applicants to turn over legal custody; they may only advise on eligibility standards IAW Army policy.
- (4) Substance Abuse: AR 145-1, Ch 3; CC Pam 145-4.
- (5) Loyalty Oath: Statutory: DoD Dir 1215.8; AR 145-1, Ch 3; CC Pam 145-4. Aliens specifically exempted by law.
- (6) Prior Service: AR 145-1, Ch 3; CC Reg 145-1; CC Pam 145-4; AR 601-210, Table 3-6 contains RE codes and their eligibility status.
- (7) Citizenship: Must be verified. The following documents may be used in verifying U.S. Citizenship: (a) Birth Certificate, (b) Certificate of Naturalization, (c) Certificate of Naturalization of parents, (d) INS Form N-560 (Certificate of Citizenship), (e) Department of State Form 1350 (Certificate of Birth Abroad of a Citizen of the U.S.A.), (f) FS Form 240 (Report of Birth, Child Born Abroad of American Parent or Parents), (g) FS Form 545 (Certification of Birth Abroad of a Citizen of the U.S.A.), (h) Unexpired fully valid US Passport issued in the name of the applicant. AR 145-1, Ch 3; CC Reg 145-1 (for scholarship; CC Pam 145-4 (for processing aliens for enrollment refer to AR 145-1, Ch 3, and CC Pam 145-4).
- (8) Placement Credit: AR 145-1, Ch 3; CC Reg 145-1.
- (9) Academic Alignment: CC Pam 145-4.
- (10) Physical Fitness: AR 145-1, Ch 3; CC Reg 145-1; CC Pam 145-4; Cadet scholarship and non-scholarship contracts.
- (11) Medical: AR 145-1, Ch 3; CC Pam 145-4; AR 40-29; AR 40-501, Ch 2. Height and weight standards for prior service Cadets are found in AR 600-9. Height and weight standards for non-prior service Cadets are found in AR 40-501 and CC Pam 145-4. Female students who are pregnant are ineligible to contract, but regain eligibility at the end of the pregnancy. Pregnancy after enrollment is not a disqualifier.
- (12) Age: Statutory: AR 145-1, Ch 3; CC Reg 145-1; CC Pam 145-4.

**Part VII** Scholarship Contracting Eligibility: See notes/instructions for Parts VI and VII.

- (1) Basic Contracting Eligibility Requirements: Cadet must meet basic contracting eligibility requirements in Part VI.
- (2) Medical: AR 145-1, Ch 3; CC Pam 145-4; AR 40-29; AR 40-501, Ch 2. Height and weight standards for prior service Cadets are found in AR 600-9. Height and weight standards for non-prior service Cadets are found in AR 40-501 and CC Pam 145-4. Female students who are pregnant are ineligible to contract, but regain eligibility at the end of the pregnancy. Pregnancy after enrollment is not a disqualifier.
- (3) Major: CC Reg 145-1, Appendix F.
- (4) Age: Statutory: AR 145-1, Ch 3; CC Reg 145-1.
- (5) GPA: CC Reg 145-1.
- (6) SAT/ACT: CC Reg 145-1.
- (7) Academic Credits: CC Reg 145-1.
- (8) Physical Fitness: AR 145-1, Ch 3; CC Reg 145-1; CC Pam 145-4; Cadet scholarship and non-scholarship contracts.