

CADET APPLICATION AND ENROLLMENT RECORD									
For use of this form, see USACC Pam 145-4, the proponent agency is ATCC-PAC									
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 Last			1a. NAME First			1b. NAME MI			
2. SSN			3. COLLEGE ID #		4. E-MAIL				
5. LOCAL ADDRESS			5a. CITY		5b. STATE		5c. ZIP CODE		6. PHONE
7. PERMANENT ADDRESS			7a. CITY		7b. STATE		7c. ZIP CODE		8. PHONE
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. ETHNICITY (Check One)		Hispanic or Latino		Non-Hispanic or Non-Latino		20a. RACE (may select more than one)		American Indian or Alaska Native	
								Asian	
								Black or African American	
								Native Hawaiian or Other Pacific Islander	
								White	
								Multiracial	
21. CITIZENSHIP (Check One)		U.S. Citizen		U.S. Born		Naturalized		Born Overseas with U.S. Parents	
		Non U.S. Citizen		Immigrant Alien		Nonimmigrant Alien		Refugee	
22. Do you have any condition that could interfere with you participating in a normal college physical education course?				22a. If "yes" explain					
23. Have you ever received Medical Disability payments from any source?				23a. If "yes" explain					
24. NEXT OF KIN			24a. ADDRESS				24b. PHONE		
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				37a. If "yes" what type?		
38. OTHER SCHOLARSHIPS				39. JROTC EXPERIENCE					
PART III - CURRENT OR PRIOR MILITARY SERVICE (TO INCLUDE OFFICER PRODUCING PROGRAMS)									
NOT APPLICABLE (Go to PART IV)			40. CURRENT SERVICE: Are you currently in the Armed Forces?				40a. If "yes" which Branch?		
40b. SMP UNIT			40c. Is your spouse currently a member of the Armed Forces?						
41. PRIOR SERVICE:Have you ever been enrolled in an officer producing program?				41a. Were you ever disenrolled from any ROTC Program?			41b. Were you ever enrolled in a Service Academy?		
41c. Were you ever discharged from the Armed Forces?			41d. If "yes", what type of discharge?			41e. If "yes" what was the RE Code?			
41f. Months of Active Service				41i. Have you enlisted through the Military Accessions Vital to National Interest (MAVNI) Program?					
41g. Have you ever been discharged for medical reasons?			41 h. If "yes", explain:						

CADET APPLICATION ENROLLMENT RECORD		Last Name	
		SSN	
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.			
49. 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 an host, extension, or crosstown school. Ineligible (Waiver denied): Not registered for and attending full time a regular course of instruction at an host, extension, or crosstown school.		
50. 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).		
51. CHARACTER	Eligible: Good moral character. No domestic violence conviction. Ineligible: Nonwaiverable. Domestic violence misdemeanor or felony conviction.		
52. 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 detract from a soldierly appearance while wearing the Class A uniform. (c) Other tattoos/brands that are prejudicial to good order and discipline.		
53. CITIZENSHIP	Eligible: U.S. Citizen (Must be verified per instructions). (Dual citizens must express in writing their willingness to renounce foreign citizenship if/when required.) Eligible: (a) Immigrant Alien (b) Refugee (NOTE: Aliens are ineligible for scholarship and SMP (exception for US Nationals), even if approved for enrollment in the Basic Course). Ineligible: Nonimmigrant Aliens. May ONLY PARTICIPATE in the basic course. Must be from OSD Service Academies approved country list (NATO countries included) in order to participate beyond the basic course		
54. MEDICAL	Eligible: DA Form 3425 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 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)			
55. PREVIOUS CRITERIA	Eligible: Student meets criteria 49-54 on the Basic Course Enrollment Eligibility Checklist (PartV). Waiver Required: Pending waiver for criteria in PartV above. Ineligible (Waiver denied or nonwaiverable). Waiver Granted (Eligible): _____ Date _____		
56. 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 \$300. (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 \$300. 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): (a) Pending charges for violating any civil law; (b) On supervised and/or conditional probation.		
57. 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): Single parents who have legal custody of their children who are under 18 years old. (Exception to policy may be granted by USACC, CG.)		

CADET APPLICATION ENROLLMENT RECORD

Last Name

SSN

PART VI - NONSCHOLARSHIP 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.)

58. SUBSTANCE ABUSE

Eligible: Never used chemical substances or drugs

Waiver Required: Self admitted use of chemical substances or drugs.

Waiver Granted (Eligible): Date

Ineligible (Waiver denied or nonwaiverable) Chemical substance or drug abuse requiring professional care, which is medically disqualifying.

59. LOYALTY OATH

Eligible: Cadet signed loyalty oath.

Ineligible: Refuses to sign loyalty oath.

60. PRIOR SERVICE

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).

Waiver Required: (a) Honorably discharged with an RE code other than 1 on DD Form 214.

Waiver Granted (Eligible): Date

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 transition leave is ineligible until actual separation.

NOTE: 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 *either* sign an SMP contract (and remain a member of the USAR or ARNG) or sever ties with their USAR or ARNG unit.

61. CITIZENSHIP

Eligible: U.S. Citizen. (Dual citizens must express in writing their willingness to renounce foreign citizenship if/when required.)

Ineligible (Nonwaiverable): Non-U.S. Citizen to include U.S. Nationals.

62. PLACEMENT CREDIT

Eligible: Student is enrolling in the Alternate Entry Program, the Accelerated Cadet Commissioning Training Program, OR the student has received credit for MS I & MS II by any combination of the following (as set forth in USACC Reg 145-3 and AR 145-1, Table 3-1): (a) Completed Basic Course. (b) Successfully completed Basic Camp. (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 = no credit. Two years = PMS may award up to MS I credit. Three years = PMS may award up to full Basic Course credit.

Ineligible (Waiver denied/Nonimmigrant Aliens)

63. ACADEMIC STATUS

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.

Waiver Required: Graduate student with less than full time enrollment (waiverable).

Waiver Granted (Eligible): Date

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).

64. PHYSICAL FITNESS

Eligible: Pass the Army Combat Fitness Test (ACFT) Standards IAW ATP 7-22.01.

Ineligible (Nonwaiverable): Failure to meet eligibility criteria.

65. MEDICAL

Eligible: Student shows as fully medically qualified on DD Form 2808 and is approved by DoDMERB physical with a certified stamp.

Waiver Required: Student is medically disqualified by a DoDMERB or MEPS physical, if applicable.

Waiver Granted (Eligible): Date

Ineligible (Waiver denied, nonwaiverable).

66. AGE

Eligible: Student is at least 17 years of age at time of contracting and will be less than age 30 at time of commissioning.

Waiver Required (Prior to Contracting): Brigade Commanders can waive ages 30-32 at the time of commissioning. USACC, CG is waiver approval authority for ages 33-39 at the time of commissioning. HQDA G1 may approve over 39 years of age at the time of commissioning.

Waiver Granted (Eligible): Date

Ineligible (Waiver denied or nonwaiverable): Student is younger than 17 at time of contracting.

CADET APPLICATION AND ENROLLMENT RECORD

Instructions and Notes (USACC Pam 145-4)

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

1. To record necessary information for entering a Cadet into the CCIMM 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 and signed 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 and signed 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 personnel record 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. Foreign students 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 4; CC Pam 145-4.
- (2) Conscientious Objection: AR 145-1, Ch 4; CC Pam 145-4.
- (3) Character: AR 145-1, Ch 4; CC Pam 145-4.
- (4) Tattoos: AR 670-1, dtd 1 Jan 2021, para 3-3.
- (5) Citizenship: Must be verified. The following documents may be used in verifying U.S. Citizenship: (a) Birth Certificate, (b) Form N-550, Certificate of Naturalization, (c) Certificate of Naturalization of parents, (d) 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 4; CC Reg 145-1 (for scholarship; CC Pam 145-4 (for processing foreign students for enrollment refer to AR 145-1, Ch 4, and CC Pam 145-4). Dual citizens must express in writing their willingness to renounce foreign citizenship if/when required.
- (6) Medical: AR 145-1, Ch 4; CC Pam 145-4; 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, Ch 4; CC Reg 145-1; CC Pam 145-4; and AR 601-210, Ch 4.
- (3) Dependency: AR 145-1, Ch 4; 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 4; CC Pam 145-4.
- (5) Loyalty Oath: Statutory: DoD 1215.8; AR 145-1, Ch 5; CC Pam 145-4. Foreign students specifically exempted by law.
- (6) Prior Service: AR 145-1, Ch 4; CC Reg 145-1; CC Pam 145-4; AR 601-210, 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 4; CC Reg 145-1 (for scholarship; CC Pam 145-4 (for processing foreign students for enrollment refer to AR 145-1, Ch 4, and CC Pam 145-4). Dual citizens must express in writing their willingness to renounce foreign citizenship if/when required.
- (8) Placement Credit: AR 145-1; CC Reg 145-1.
- (9) Academic Alignment: CC Pam 145-4.
- (10) Fitness: AR 145-1; CC Reg 145-1; CC Pam 145-4; Cadet scholarship and non-scholarship contracts.
- (11) Medical: AR 145-1, Ch 4; CC Pam 145-4; 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 4; 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 4; CC Pam 145-4; 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 Pam 145-1, Appendix E.
- (4) Age: Statutory: AR 145-1, Ch 4; 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; CC Reg 145-1; CC Pam 145-4; Cadet scholarship and non-scholarship contracts.