

# NROTC

# PENN STATE



2025  
ACADEMIC YEAR

# WELCOME TO PENN STATE NROTC

**CONGRATULATIONS** on earning a 4-year National NROTC Scholarship or College Programmer working on your scholarship opportunity! We are excited to have you join the Penn State NROTC.

**MISSION:** At Penn State NROTC, our mission is to support midshipmen in their growth—morally, academically, and physically. We focus on instilling the values of honor, courage, and commitment. Upon graduating from Penn State and being commissioned into the Navy or Marine Corps, you will possess a strong foundation of professional knowledge and a deep motivation to pursue a career in sea services. Midshipmen are expected to develop their minds and bodies to achieve the highest levels of citizenship, patriotism, and leadership. We encourage you to cultivate the best version of yourself, fully embodying the values of citizenship, patriotism, and exceptional leadership qualities!

Over the next several months, you will receive emails from our office. Please read them over carefully. Communication is imperative to your success. You will be asked to provide personal and medical info, fill out documentation, and report back within a specific deadline. If you have questions regarding the process, email both Human Resource Assistants (HRA), or if associated with classes or dorms, then contact the Penn State Liaison listed below with a detailed concern. There isn't anything that we haven't heard of, so do not hesitate to reach out.

We all know that your transition into college life is both nerve-racking and exciting. From understanding the NROTC program to your personal life, we are here to provide guidance and support, no matter what the situation.

## OFFICE INFORMATION

NROTC website: [www.nrotc.psu.edu](http://www.nrotc.psu.edu)

General Inquiry Line: <https://nrotc.psu.edu/contact-us/>

Hours of Operation: 0800 - 1630 (excluding weekends & federal holidays)

Main Number: (814) 865 - 6289

Fax Number: (814) 863 - 8692

Physical Address: 315 Wagner Bldg., 638 Curtin Rd.  
University Park, PA 16802

**NROTC STAFF:** The unit comprises dedicated active-duty Navy and Marine Corps officers, enlisted personnel, and civilians. It is led by a Navy Captain who serves as the Professor of Naval Science at Penn State University. Staff officers teach naval science courses and act as class advisors.

### *Active-Duty Staff:*

Commanding Officer: CAPT Majewski, USN

Executive Officer: CDR Carter, USN

### *Marine Corp Advisors:*

MC Officer Instructor: Capt. Munro, USMC

Asst. MC Officer Instructor: GySgt Johnson, USMC

### *Navy Officers:*

Freshman (4th Class) Advisor: LT Kuchta, USN

Sophomore (3rd Class) Advisor: LT Ordonez, USN

Junior (2nd Class) Advisor: LT Wiseman, USN

Senior (1st Class) Advisor: LT Grose, USN

*Civilian Staff:* One Penn State Rep employee is assigned to NROTC. They help the Battalion by acting as a Liaison between ROTC and Penn State and reporting directly to Penn State and the NROTC Commanding Officer.

- Ms. Deb Kern has been an employee of Penn State University for 28 years and with Battalion for 13 years. With her vast years of experience, she has organized award events, several joint service ceremonies, Penn State financial reviewer, transcript requests, academic major/minor issues, and much more. She's the proud mom of a Penn State graduate and has lived in the local area all her life. You can always count on Ms. Kern to rock out to the radio and provide a Snapple fact from her iced tea cap.  
Email: [dak16@psu.edu](mailto:dak16@psu.edu)

Two federal Human Resource Assistant (HRA) employees are assigned to Penn State NROTC. These staff members work directly with the Naval Service Training Command (NSTC). They organize NROTC onboarding, medical, security, travel, commissioning, and much more. They are here to help navigate the administrative process and prepare you for your new career as an Officer.

- Ms. Debra Jones has an extensive background in Human Resources and has been with Battalion for over 16 years. She is the Medical Reviewer for the Battalion and works with students to pass their DoDMERB and complete their medical examination in preparation for commissioning. She is the proud mom of 2 who has experienced the parental side of college. She has a wealth of knowledge and is ranked among the longest-standing HRAs within all NROTC battalions. She welcomes you to have candy from the bottomless bowl on her desk. So, when in doubt, "Ask Ms. Jones." Email: [dsj3@psu.edu](mailto:dsj3@psu.edu)
- Ms. Gabriela Sandoval is a former military wife of 18 years with a healthcare administration and human resources background. She is the Battalion security Manager and works with midshipmen and staff to gain/recertify security clearances. Although she has only been with the Battalion for 2 years, she has participated in several summer training events and coordinated travel for over 500+ midshipmen. She has lived in several parts of the country and understands the military lifestyle. You can always find her willing to work out a problem. But be careful, she will challenge you to a match of Rock 'em Sock 'em Robots. Email: [gcm5342@psu.edu](mailto:gcm5342@psu.edu)

One federal Supply Technician employee is assigned to Penn State NROTC. This employee is responsible for managing inventory, processing tuition reimbursements, and ensuring proper storage and distribution of supplies.

- Currently vacant. Duties are managed by LT Grose, USN and GySgt Johnson, USMC.

## **PENN STATE INFORMATION**

*Campus map:* You can find a map online, located at <https://map.psu.edu>

*Dorm Check-In:* Students will check into their dorms at their assigned time from the Penn State Student Housing Office. All students must check into their dorms before reporting to the NROTC NSO at the Wagner Building.

*University Health Services (UHS):* Hours of operation are 0800-1700. This is an on-campus healthcare resource. They offer medical, pharmacy, lab, x-ray, ultrasound, physical therapy, medical records, insurance, and ambulance services in one convenient on-campus location. There is an appointment line and a 24/7 Advice Nurse line. It's recommended that students continue medical coverage under their parents' plan throughout college. Penn State offers a university insurance plan if the student does not have insurance coverage. Parents or students interested in obtaining an insurance application can contact University Health Services at 814-863-0774 or on the web at <http://sa.psu.edu/uhs>.

**PENN STATE - New Student Orientation (PSU NSO):** Penn State NSO is a mandatory program for all new first-year students at Penn State. Your participation is crucial for a successful start to your university journey. Penn State NSO is a comprehensive program designed to help you transition smoothly into university life. You will meet with students, faculty, and staff, set academic and co-curricular goals, and become familiar with campus resources. The program includes online modules, meetings with academic advisers, and course registration, all before the in-person orientation at the University Park campus.

The in-person orientation is a comprehensive program to ensure you are well-prepared and informed for your academic journey at Penn State. It includes programs for students and families, college meetings, and an overnight stay in a residence hall, providing a complete understanding of the university's resources and support systems.

Select the link to go to the Penn State Student Orientation and Transition Program <https://orientation.psu.edu/>

### We Are PENN STATE!

Participate, learn, believe, and become

Safety in actions and deeds

United in our pursuit of excellence & enlightenment

## NSI INFORMATION

**New Student Indoctrination (NSI):** NSI is a physically demanding 2.5-week indoctrination course designed to provide standardized basic military instruction to Midshipmen Candidates. This course will facilitate the successful integration of new students into the Naval Reserve Officer Training Corps (NROTC) and college life.

As a Scholarship recipient, you should have received your New Student Indoctrination (NSI) packet from the Naval Service Training Command (NSTC) in Great Lakes, IL. It is a requirement for all scholarship recipients to participate in NSI to activate your scholarship. If you do not attend NSI, your scholarship may be forfeited.

Bring \$300 for toiletries, personal items, and other incidental expenses. Do not bring prepaid cards that require PIN setups. Using debit cards, actual credit cards, or cash is recommended. Cash is recommended only as a last option.

Check the New Student Indoctrination (NSI) website regularly for important updates.

<https://www.netc.navy.mil/NSTC/NROTC/Program-Info/#NSI>

*Medical Requirements to attend NSI only:* To be medically eligible to participate in NSI, you must complete a Preparticipation (Sports) Physical signed by your primary care provider and a History Form. You must be medically eligible without restriction during the current school year. Your sports physical will be valid for 1 year. If you've suffered an injury that required surgery or physical therapy, you must get a new sports physical.

*Physical Training:* PT activities include group runs, calisthenics, aerobics, and other team/competitive sporting events.

If you are not attending NSI, you will be required to attend the following summer to complete the NROTC program requirements.

**NOTE:** The Preparticipation (Sports) Physical does not replace the requirement to be DoDMERB qualified or to be granted a Bureau of Medicine and Surgery (BUMED) waiver to activate your NROTC scholarship.

\*Once you have completed your NSI package, make three copies. Mail the original documents to CMGO. **Mail a second copy to Penn State NROTC no later than (NLT) 18 JULY 2025.** You will keep the third copy for your records.

**Send Original NSI documents  
via USPS Flat Rate Priority Mail:**

Naval Service Training Command  
Attn: Candidate Midshipman Guidance Office  
(CMGO)  
320A Dewey Ave, Building 3, Room 106  
Great Lakes, IL 60088-2911

**Send DTS Travel Form & NSI copy  
via FedEx ONLY:**

NRTOC Penn State University  
Attn: Human Resource Assistant  
315 Wagner Bldg., 638 Curtin Rd  
University Park, PA 16802

At Penn State NROTC, we will utilize our copy to create your medical and student files before your arrival. In addition, Ms. Jones will be able to evaluate your medical information before your arrival. This will allow her to work on a plan of action to get you medically qualified. We will not receive a copy of your NSI packet from the CMGO. If you arrive at Penn State NROTC and are missing the required information, you may be unable to participate with the Battalion, which can delay activating your scholarship.

*Clothing:* You are required to report to NSI and the Battalion in appropriate business casual civilian attire, such as polo shirts, shorts/pants, and sneakers. Do not arrive in short-sleeved shirts, sweatpants, leggings, and/or flip-flops, as these are not appropriate for reporting for any organized function.

*Grooming Standards:* Grooming standards emphasize a neat and professional appearance, with specific guidelines for hair, cosmetics, and jewelry, ensuring a positive military image.

Hair:

- Males: Hair must be neat, clean, trimmed, and present a tapered appearance. It should not touch the collar or ears, and sideburns should not fall below the middle of the ear. Hair bulk should not exceed 2 inches, and hair length should not exceed 4 inches.
- Females: Hair must be clean, neatly shaped, and arranged in a professional style. Hair may touch but not fall below the collar's lower edge when in uniform. Long hair must be neatly fastened or pinned.

Cosmetics:

- Exaggerated or faddish cosmetic styles are not authorized.
- Lipstick, lip gloss, and lip balm must be in conservative shades that complement the skin tone.
- Long false eyelashes are not authorized.

Fingernails:

- Males: Fingernails shall not extend past fingertips.
- Females: Fingernails shall not exceed 1/4 inch measured from the fingertip.

Jewelry:

- Conservative jewelry is authorized, but eccentricities or faddishness are not permitted.
- Only one ring per hand and a wedding/engagement ring set are authorized.
- Earrings are authorized for women, but only one per ear (centered on earlobe), and they must be plain with a shiny or brushed matte finish.

*Travel to NSI:* All flights are federally funded by The Department of the Navy and organized by Penn State NROTC HRAs. Per federal guidelines, we can only book your flights to/from the Penn State NROTC battalion located at University Park, PA, and to/from your Home of Record, the address you listed on your application. **We cannot organize your flights outside of these guidelines. If your flights or travel has been adjusted by anyone other than our Battalion or airline personnel member, you will not be reimbursed for your expenses. DTS Travel Form must be submitted to Penn State NROTC for travel organization, postmarked no later than (NLT) 9 MAY 2025.**

As civilians, most people plan flights well in advance of their trip. Luckily, the federal government can book flights at a reduced rate within a short time frame. You will receive communication regarding your flights or travel organization before your departure. Please reach out to us if you have not received travel communications. We will email you using the email you provided in your scholarship/college programmer application.

- Email both HRAs regarding any travel adjustments.

In your travel email, you will be instructed to report to the USO located within the airport. Personnel will be waiting for you to check in and transport you to your destination. You will also receive several documents, including your Invitational Military Orders, Itinerary, and reminders of what to expect upon arrival.

*Acceptable IDs to travel:*

- Driver's licenses or other state photo identity cards issued by the DMV (or equivalent)
  - Beginning May 7, 2025, if you plan to use your state-issued ID or license to fly within the U.S., ensure it is REAL ID-compliant. If unsure if your ID complies with REAL ID, check with your state Department of Motor Vehicles.
- State-issued Enhanced Driver's License
- U.S. passport
- U.S. passport card
- U.S. Department of Defense ID, including IDs issued to dependents
- Permanent resident card

Driving to NSI, go to the Drop-Off Location listed in your packet or the USO at Chicago O'Hare Airport.

*Proceed Travel Reimbursement for Scholarship Recipients only:* Naval Reserve Officer Training Corps (NROTC) scholarship program, "proceed reimbursement" refers to travel expenses from your current address to the NROTC at government transportation rates. Once you are accepted into an NROTC program and deemed medically qualified, you'll receive a "proceed" letter authorizing you to travel to your assigned NROTC university. The Navy will reimburse you for travel to the NROTC school using government transportation rates. You will not be reimbursed for lodging or accommodation expenses. This reimbursement is separate from any potential NSI travel.

**NROTC - New Student Orientation (NSO):** The NROTC New Student Orientation (NSO) is a one-week event designed to welcome new members into the Battalion and help transition them from regular college students to NROTC midshipmen. The program is carefully planned and conducted by midshipmen, who emphasize the importance of peer leadership from the very beginning.

For those midshipmen who attended NSI before NROTC NSO, you will review how to march, address ranks, receive additional clothing, and learn how to interact with other midshipmen and staff. If you are a college programmer and have not attended NSI, you will be taught how to perform the listed duties. Expect to do physical activity on the first day. **It's vital to eat and hydrate before arrival.**

\***You must arrive** within grooming standards which are listed within the NSI section. You will arrive wearing appropriate civilian attire, such as polo shirts (tucked in), khaki pants (no shorts), leather belt, and sneakers.

**Recommended items:** 2 Khaki pants, 2 polo (collared) shirt, leather belt, 2 white undershirts (crew neck), Military Uniform Shirt Stays 4-pk (Rothco Shirt Stays), white athletic socks, running shoes, iron, ironing board, spiral notebook, black pens only, black shoe polish kit, swimsuit (female: conservative one-piece), swim/pool towel, shaving kit (shaving cream, razor), and water bottle (Nalgene).

**Turn in Paperwork:** You will turn in your manilla envelope at check in with civilian staff, so have your envelope ready. Next, you move on to supply, where you will be provided with a sea bag full of uniforms or any missing clothing. After donning their first uniform, freshmen are put into formation and officially sworn in as United States Navy Midshipmen.

### **ARRIVAL: No Later Than (NLT) 1200, 18 AUGUST 2025**

Upon arrival, you will report to the Wagner building parking lot on the back landing for in-processing. Staple your Checklist to the front of a 9x12 manila envelope. All documents will be placed in the order listed on your Checklist. Review NROTC New Student Orientation (NSO) for more required information.

**PARENTS:** Parents/Guardians are invited to meet with the Commanding Officer and NROTC staff on **18 AUGUST 2025 at 1300 - 1400**, located in the Wagner Building, 3rd Floor, Room 303/304. They can learn more about the program and are encouraged to ask questions.

Please keep in mind that once your child turns 18, we are unable to disclose personal medical information and grades. NROTC is a federally funded program subject to federal regulations pertaining to the Health Insurance Portability and Accountability Act (HIPAA), which protects patients' health information and Personally Identifiable Information (PII) and discloses data that can be used to identify a specific individual.

### **NROTC PROGRAM INFORMATION**

The Naval Reserve Officers Training Corps (NROTC) Program educates, and trains qualified young men and women for service as commissioned officers in the Navy's unrestricted line communities, the Navy Nurse Corps, and the Marine Corps. As the largest single source of Navy and Marine Corps officers, the Navy ROTC Scholarship Program is essential in preparing mature young men and women for leadership and management positions in an increasingly technical Navy and Marine Corps.

*Service Obligation:* NROTC scholarship recipients have a minimum 8-year service obligation, with a mandatory 5 years on active duty for the Navy option and 4 years for the Marine Corps option, followed by a period in the Inactive Ready Reserve.

#### Active Duty:

- Navy Option: Must serve a minimum of five years on active duty.
- Marine Corps Option: Must serve at least four years on active duty.
- Navy Nurse Corps Option: Must serve at least four years on active duty.
- College Program (Advanced Standing): Must serve three years of active duty.

*Scholarship Activation:* Medical qualifications for scholarship only: To activate an NROTC scholarship, awardees must be medically qualified via a Department of Defense Medical Examination Review Board (DoDMERB) exam, meet physical fitness standards, and sign a service commitment agreement, ensuring they can fulfill the program requirements and commission as Navy or Marine Corps officers.

*Age Requirements:* To be eligible for the Naval Reserve Officer Training Corps (NROTC) program, you must be at least 17 years old by September 1st of the year starting college, and no older than 23 on June 30th of that year, and you must not have reached your 27th birthday by the anticipated graduation and commissioning date.

*Financial Information:* Review financial information under Scholarship Option section.

*Academic Requirements:* Scholarship Program: Naval ROTC scholarships are assigned for a specific major as listed on the scholarship application. Midshipmen desiring to change their academic major must initially discuss this with their NROTC advisor and provide reasonable justification. The change request will then be forwarded to the Commanding Officer for determination. Regardless of the academic major

pursued, at a minimum, all Navy option scholarship students must take two semesters of calculus and two semesters of calculus-based physics, in person. No restrictions are placed on the academic major of Marine Option Scholarship students.

*College Program:* No restrictions are placed on the academic majors of college program students; however, changing majors still requires approval from the commanding officer. Regardless of major, when competing for a Navy option scholarship, students who take and achieve high grades in calculus and/or physics are more competitive and more likely to receive a scholarship. Technical majors such as Engineering or Science may also be more competitive, but demonstrating ability in calculus and physics is significant for Navy option College Program students seeking a scholarship.

*Curriculum Requirements and Limitations:* The Naval ROTC program is designed to pull midshipmen from all backgrounds and prepare them for Navy or Marine Corps commissioning while earning an undergraduate degree. The instructional program consists of three parts: the university major, NROTC-specified courses, and NROTC professional courses. It is designed to ensure all NROTC graduates have an adequate common background in Naval Science subjects to qualify for duty as officers.

*Failure to Meet Navy Specified Course Requirements:* Navy Option Scholarship students who do not complete the calculus and physics requirements by the end of their second and third year, respectively, may be placed on Leave of Absence (LOA) by the Professor of Naval Science until these requirements are completed. Midshipmen placed on LOA lose all scholarship benefits, including the subsistence allowance, tuition, book allowance, fees, etc. Students must arrange their schedules and consult with Navy advisors to meet all Navy and degree requirements. Naval Science Instructors will regularly interview each student to determine progress toward graduation.

*Course Withdrawals and Deferrals:* NROTC students may not drop or withdraw from any course without permission from the Commanding Officer. NROTC students should notify their NROTC advisors when considering accepting a deferred grade. Failure to do so will result in a Performance Review Board. A late drop to avoid a failing grade may also result in a Performance Review Board.

*Pass/Fail Policy:* Students who want to take a course using the University's Pass/Fail policy must ensure that each case is acceptable. The Pass/Fail procedure may not be applied to Navy-specified or Navy professional courses. NROTC students must notify their NROTC advisor when considering this policy.

*Minimum Course Load:* To receive scholarship benefits, NROTC students must be full-time students (with a minimum course load of 12 credits per semester in addition to any Naval Science courses).

*Academic Standards:* The minimum academic standard for the NROTC program is a 2.5 GPA. Midshipmen are responsible for informing their NROTC advisor of academic progress or changes in academic status. If they are in danger of failing to maintain academic standards, they must meet with their NROTC advisor to discuss the reason for their poor performance.

## **SCHOLARSHIP OPTIONS**

NROTC awards scholarships through a highly competitive national selection process. Selected applicants receive full tuition, books, stipends, educational fees, other financial benefits, and room and board at the country's leading colleges and universities. Upon graduation, midshipmen are commissioned as Navy or Marine Corps officers.

- *Four-Year National Scholarship:* provides full tuition and educational fees or room and board (up to \$11,500 per year), stipends, uniforms, and summer training cruises.
  - Full tuition at one of the listed colleges or universities (or Room & Board up to \$11,500).
  - All mandatory fees are imposed by the university on full-time undergraduate students.
  - Textbook stipend: \$750 per academic year (\$375 per semester or \$250 per quarter).
  - Stipends: For uniforms and textbooks.

- Three summer cruises.
- Subsistence allowances each academic month:
  - Freshman (4/C): \$250/month
  - Sophomore (3/C): \$300/month
  - Junior (2/C): \$350/month
  - Senior (1/C): \$400/month
- "On-the-Spot Side Load Nomination" (OTSSN): OTSSN scholarships are a type of Navy ROTC scholarship where the Commanding Officer can nominate a limited number of college programmer students based on their performance and participation. The OTSSN scholarship is an alternative to the standard Navy ROTC scholarship application process. Students are nominated based on their performance (PRT scores/cumulative GPA) and participation in the NROTC BN (Battalion). The availability of these are limited and very from year to year.

*Military Dependents:* Military Dependents may be eligible for in-state tuition regardless of residency. Please visit the Penn State Bursar Military Aid at this link: [www.bursar.psu.edu/military-aid](http://www.bursar.psu.edu/military-aid). You can also visit the Office of Veterans Program at Office of Veterans Programs — Educational Equity at this link: [www.veteran.psu.edu](http://www.veteran.psu.edu)

*College Programmers (CP):* College Programmers are responsible for payment of all tuition, fees, and room and board. They can participate in regular NROTC activities, excluding presentations requiring security clearance and summer cruises. The college programmer can receive an "On-the-Spot Side Load Nomination" (OTSSN) scholarship referenced within this packet. All scholarship recipients are required to attend NSI. In preparation for receiving a scholarship, college programmers will attend the next NSI event.

*Retroactive Reimbursements:* NROTC, retroactive reimbursement, meaning reimbursement for expenses incurred before scholarship activation, is possible for tuition but not typically for stipends, which usually start after the student is found physically qualified. Stipends, which are payments for books, uniforms, and monthly allowances, are generally not paid retroactively. Students who receive less than a 2 or 3-year scholarships options do not qualify for retroactive reimbursements. Students who receive the 2 or 3-year scholarships should come see the HRAs for further guidance.

## **PERFORMANCE REVIEW BOARD (PRB)**

PRBs will be convened to determine the cause of student deficiencies in academics, physical fitness, or aptitude. Recommendations are then forwarded to the Commanding Officer for adjudication. Based on the board results, several actions may be taken. Students can be given a warning, placed on academic probation, placed on leave of absence, and/or disenrolled from the program.

*Warnings/Probations:* Midshipmen may be placed on warning or probation for performance deficiencies. They will be notified in writing of their warning or probationary status. Failure to meet the terms specified (improved grades, physical conditioning, aptitude, etc.) will result in further action.

*Leave of Absence (LOA):* LOA is typically assigned due to continued unsatisfactory performance. LOA is specifically authorized when there is genuine anticipation that the student may not be capable of completing the program. While on LOA, the students do not receive any benefits from the Navy, nor are they eligible for summer training. The midshipman will be personally responsible for payment of any tuition, fees, and other educational expenses incurred during any academic term on which the student is on LOA

*Disenrollment:* Disenrollment is a loss of scholarship and separation from the NROTC program. Suppose a midshipman has signed an active duty (enlisted) obligation. In that case, the midshipmen must either complete the terms of the agreement with active enlisted service or reimburse the government for paid education and training costs. Disenrollment is used only as a last resort when the overall record or specific

academic, aptitude, physical readiness, or swimming failures prevent a midshipman from being commissioned as an officer.

*Drop on Request (DOR):* Midshipmen may request a DOR for various reasons, including a change in their personal circumstances, a lack of interest in continuing the program, or a desire to pursue other career paths. A midshipman who wishes to request a DOR must submit a formal request, often in writing, to their academic advisor.

*Medical Disenrollment:* Certain medical conditions can disqualify individuals from serving in the Navy or Marine Corps, leading to disenrollment from NROTC. NROTC programs must follow established procedures, including providing notice and an opportunity for a hearing or board review before disenrollment. Midshipmen facing medical disenrollment are typically required to provide medical documentation and may be asked to undergo further evaluation. A medical determination, often from a medical authority, will assess the Midshipman's ability to meet the physical standards for military service.

**NOTE:** Do not wait until the month before college starts to act. If you do, there will not be enough time to reevaluate your medical record and make a decision on your status, resulting in a delay in your scholarship entitlements. If you delay the medical review, you should be prepared to pay tuition as a regular college student.

## **MEDICAL INFORMATION**

There are three medical physicals in becoming medically qualified for commissioning as an Officer. The first step is to collect sports physical, immunizations and Sickle Cell for NSI participation. The second step is a medical evaluation by DoDMERB to authorize activation of NROTC scholarship or Advance Standing scholarship. The third step is the final examination that is called a "Commissioning Physical" which is evaluated by the appropriate Navy authority, which is dependent on your service assignment.

In preparation for a scholarship, each midshipman will start the medical process early to reduce any delay in becoming medically qualified for scholarship activation. Please keep in mind that a scholarship will only be activated once the midshipman has turned 17 yr old with parental approval.

*DoDMETS:* The Department of Defense Medical Exam Testing System (DoDMETS) is the medical exam tracking system operated by the CIV Team to assist the Department of Defense Applicants in scheduling and completing their medical requirements for DoDMERB. You will use this website to make all medical appointments for locations approved by government standards. **Check regularly for scheduled appointment dates and times.** Transportation can be provided to those without a vehicle while attending the NROTC Battalion location. <https://dodmets.com/LoginApplicant>

*DoDMERB:* The Department of Defense Medical Examination Review Board is responsible for determining applicants' medical suitability to U.S. Service Academies, ROTC Scholarship Programs, and the Uniformed Services University of the Health Sciences. DoDMERB ensures that applicants meet the medical standards required for service in the U.S. military. <https://dodmerb.tricare.osd.mil/>

*NAMI:* Naval Aerospace Medical Institute is responsible for determining whether aviation applicants are medically sufficient through aviation medical standards and providing waivers. This is for the endorsement of aviation physical examinations for Navy and Marine Corps aviation specialty programs.

*Medical Examinations:* Scholarship recipients must pass a medical exam conducted by the Department of Defense Medical Examination Review Board (DoDMERB) to ensure they meet the medical standards for service in the Navy or Marine Corps.

*Waivers:* If a potential midshipman has a condition that could be disqualifying, they may be able to request a waiver from the DoDMERB.

*Drug Screening:* Service within the U.S. Navy or Marine Corps places you in a position of special trust and responsibility. **There is a Zero-Tolerance policy for drug use.** Students will be screened by urinalysis testing for the presence of prohibited/illegal drug use randomly throughout the year. Detection of drug use after entry will result in disenrollment from the NROTC program.

### **PHYSICAL FITNESS for ROTC Participation**

Each member of the Battalion routinely exercises to develop/maintain the cardio and muscular endurance necessary to achieve physical fitness requirements and pass semi-annual physical fitness/readiness tests. Do not rely on battalion PT to maintain standards.

*Physical Training (PT):* Battalion PT activities include group runs, calisthenics, aerobics, and other team/competitive sporting events. Attendance at Battalion PT is mandatory for all students unless excused by their advisor due to academic or other conflicts.

*Navy Physical Readiness Test Standards (PRT):*

- Navy PRT consists of a 2-minute push-up period, a timed forearm plank, followed by a 1.5-mile run. The BCA is an assessment of overall body fat and is determined by height/weight comparison and additional measurements if required. Navy option midshipmen must, at a minimum, meet the GOOD LOW standard listed in the PRT guidelines.
- Marine PFT consists of pull-ups, a timed forearm plank, and a 3-mile run, and candidates are expected to meet specific standards. Midshipmen are encouraged to achieve a first-class score of 235 or higher on the PFT. Review the following link for more information.  
<https://www.marines.com/become-a-marine/requirements/physical-fitness.html>

*Fitness Assessments:* Midshipmen must pass a service-mandated test each semester. The Navy Physical Fitness Assessment (PFA) consists of a Physical Readiness Test (PRT) and a Body Composition Assessment (BCA). The BCA assesses overall body fat and is determined by height/weight comparison and additional measurements if required.

*Swimming Qualifications:* Midshipmen must be qualified as third-class Swimmers by the end of their first year in the NROTC program. The NROTC Unit staff will administer the test during NSO. Students failing this test should enroll in structured swimming lessons through the university campus recreation programs.

### **SUMMER TRAINING EVENTS**

Summer training provides Midshipmen with invaluable exposure to real fleet operations, offering hands-on experiences that cannot be replicated in the classroom. NROTC units make every effort to coordinate these training opportunities around Midshipmen's work, academic, and family commitments, ensuring that every Midshipman can fully benefit from this essential aspect of their development. These events are organized and funded by The Department of The Navy.

- **CORTRAMID:** Career Orientation and Training for Midshipmen (CORTRAMID) offers rising sophomores (3/C Midshipmen) a month-long opportunity to step away from university life and experience the operational communities of the U.S. Navy and Marine Corps. CORTRAMID is hosted in two locations: CORTRAMID West in San Diego, CA, and CORTRAMID East in Norfolk, VA. Midshipmen spend one week with the surface, submarine, aviation, and Marine Corps communities. This hands-on training introduces them to Navy and Marine Corps operations and helps shape their future summer cruise experiences and service selection preferences before commissioning. Most participants will travel aboard ships, submarines, and aircraft and spend a week embedded with Marines, gaining valuable exposure to these key communities.

*Navy Cruises:* These cruises occur at various U.S. Navy ports and worldwide, providing Midshipmen with invaluable real-world exposure to their future careers. It's a good idea to obtain a passport for foreign travel. *Navy Second Class (2/C) Training:* After their sophomore year, Navy Midshipmen participate in 2/C summer cruises, serving aboard surface ships or submarines to gain hands-on experience with fleet operations.

- *Navy First Class (1/C) Training:* 1/C summer training marks the final preparation before commissioning. Navy-option Midshipmen can serve aboard surface ships and submarines or participate in specialized cruises with the aviation, Sea, Air, and Land (SEAL), Explosive Ordnance Disposal (EOD), or Information Warfare communities. Select Midshipmen may also have the chance to train with a foreign navy. During their cruise, Midshipmen are paired with a junior officer sponsor at their host unit, where they participate in training, stand watch, and gain firsthand experience in the daily operations of their chosen warfare community.
- *Nurse Cruise:* After their sophomore year, Nurse option Midshipmen attend specialized cruises with medical commands on land or at shore-based facilities.

*Marine Cruises:*

- *Fleet Marine Force Training:* Rising Juniors (2/C) Marine option Midshipmen will undergo Fleet Marine Force training, where they immerse themselves in the daily life and duties of Marines.
- *Officer Candidate School (OCS):* Rising Seniors (1/C) Marine option Midshipmen, will complete their summer by attending OCS in Quantico, VA. The mission of OCS is to rigorously train, screen, and evaluate candidates, ensuring they possess the leadership potential and dedication required to earn a commission. OCS is an intense and demanding experience, serving as the crucible that Marine Option Midshipmen must conquer to join the ranks of the Marine Corps as commissioned officers. Success at OCS is a critical milestone on their path to becoming Marine leaders.

## COMMISSIONING

Upon graduating from the Naval Reserve Officers Training Corps (NROTC) program, midshipmen are commissioned as either an Ensign in the United States Navy or a Second Lieutenant in the United States Marine Corps. The commissioning ceremony marks the official transition from student to officer, and it typically includes the oath of office, pinning (where new officer rank insignia are placed), and the first salute, where a newly appointed officer receives a salute from a family member or friend who is an enlisted member of the armed services.

The purpose of this packet is to aid you during your progression here at NROTC Penn State. We know that adjusting to college life, time management, in depth communications, and personal challenges can be overwhelming for anyone. Our goal is to help you navigate life challenges and help you grow into future leaders. For more in depth or unique situations, we are more than happy to sit down and work out your situation. We look forward to working with you and know that you will find your time here rewarding.

If you have any questions, please email your advisor or just walk in and we can help you navigate the program.

*We Are PENN STATE!*

## **IMPORTANT DUE DATES:**

- DTS Travel Form: Postmarked No Later Than (NLT) 9 MAY 2025
- NSI packet PSU NROTC copy: Postmarked No Later Than (NLT) 18 July 2025
- NROTC NSI: 2025 NSI Iteration Dates
  - Iteration 1: 5 – 23 June, Graduation: Monday, 23 June
  - Iteration 2: 26 June – 14 July, Graduation: Monday, 14 July
  - Iteration 3: 17 July – 4 August, Graduation: Monday, 4 August
- NROTC NSO Arrival: 18 Aug 2025, 1200
- NROTC Parents Meeting: 18 Aug 2025, 1300 - 1400

## **DOCUMENTS:**

- NROTC Info Sheet (4/2024)
- Accessions Medical Prescreen Report (DD 2807-2, Oct 2018)
- Preparticipation Physical Evaluation – Sports Physical Form
- Preparticipation Physical Evaluation – History Form
- NSI Graduation Ceremony Guest Form

Organize all documents in the order of the attached CHECKLIST.

- NROTC New Student Checklist w/document instructions
- Annual Certificate of Physical Conditioning (NSTC 1533/107, 10-23)
- Physical Activity Risk Factor Questionnaire (PARFQ) (NSTC 1533/138, 09-24)
- Dental Form (DD 2813, 11-2021)
- Privacy Act Statement for Health Records (DD 2005)
- Record of Emergency Data (DD93, 02-2023)
- Service Member Group Life Insurance (SGLI) (GL.2010.094)
- Enlistment Contract (DD 4) (Scholarship Only) **READ ONLY**
  - Drug and Alcohol Statement of Understanding
  - Social Media Conduct
  - Elective Surgery
  - Advanced Education Assistant Policy - Active Enlisted Service
  - Prohibition of Hemp/CBD
  - Accession Extremism Screening
- Direct Deposit (SF1199A) w/document instructions
- Room & Board / Tuition & Fee Election Form (NSTC 1533/167) (Scholarship Only)
- DTS Travel Form (REQUIRED FOR NSI - Mail to Penn State NROTC w/NSI packet copy)