From: Commanding Officer, Naval ROTC Unit, Auburn-Tuskegee Consortium
To: Incoming Naval ROTC Freshman

Subj: NROTC NEW STUDENT ORIENTATION INFORMATION

Encl: (1) Midshipmen Grooming Standards
      (2) NROTC Student Medical Checklist for Parents

1. **Welcome aboard!** We are excited to have you join us this fall to begin your Naval ROTC experience and, ultimately, take your place alongside Naval Officers serving their country with honor, courage and commitment on the cutting edge. This letter is intended to provide you with information regarding NROTC New Student Orientation.

2. **Required Forms.** Please mail the following forms as soon as possible:
   
a. Personal Data Forms
   b. Direct Deposit Sign-up Forms (scholarship recipients only)
   c. Copy of Proceed Letter (scholarship recipients only should have received via mail)
   d. Birth Certificate (certified copy that will be returned to you after orientation)
   e. Official ACT/SAT scores (Marine Option Only)

Forms (a) and (b) may be downloaded from:

http://www.auburn.edu/academic/rotc/nrotc/freshman_O.htm

Please return (a) through (e) **prior to 15 July** to the following postal address:

Commanding Officer, Naval ROTC Unit
Attn: Freshman Orientation Officer
W. F. Nichols Center, #223
Auburn, AL 36849

3. **Reporting Date.** Attendance at New Student Orientation is mandatory for all incoming NROTC Midshipmen. A three-day NROTC New Student Orientation will be held on the Auburn University campus Saturday, 10 August through Monday, 12 August. Please report to the Haley Center, Thach Street entrance, on the Auburn University campus, no later than 0800 on Saturday, 10 August whether you are attending Tuskegee or Auburn Universities. Be sure to arrive in appropriate civilian attire and within grooming standards as prescribed in paragraph 6 below. There will be a brief for parents beginning at 0830 in room 2370 of the Haley Center.
4. **Housing.** Because of the compressed schedule it is imperative that you have already made housing arrangements for yourself and any accompanying family members prior to New Student Orientation. The NROTC Unit DOES NOT provide housing.

   **Auburn:** If you are living on-campus this fall, early check-in is available. Auburn Midshipmen may visit [https://fp.auburn.edu/housing/](https://fp.auburn.edu/housing/) or call the Office of Housing and Residence Life at (334) 844-4580 for assistance. Early check-in is on 10 August. There will be an early check-in fee, not to exceed $100, charged to your student account.

   **Tuskegee:** Tuskegee University pays full room and board for all ROTC scholarship recipients but dining privileges for Freshman do not begin until *TU orientation* begins on Tuesday, 13 August. This means you must be prepared to pay for meals other than those provided during NROTC Orientation, and any time you are on the TU campus. Transportation will be provided by NROTC to take you to TU for housing check-in later on Saturday, 10 August. The unit will provide transportation between Auburn and Tuskegee each NROTC Orientation day. **It is imperative that the $500 pre-enrollment fee be paid to TU and that you are registered for classes before you are permitted to move into housing.** If you are not on scholarship, i.e. not fully medically qualified, TU will require all semester tuition fees, room and board, etc. to be paid prior to moving into housing. Only the following residence halls provide full room and board scholarship:

   - Men – Banneker, Bethune, and Younge
   - Women – Adams, Russell, Sage and Tantum

   All other residences charge a modest fee above what the TU Room and Board scholarship covers. **Room and Board is a TU scholarship, not a Navy scholarship.** Check with housing at (334) 724-4617 for residence hall assignment, additional fees, and clarification if you have questions.

5. **Fees.** All Midshipmen are assessed $25 per year (payable to “TUFF” [The Unit Financial Fund]) collected upon arrival at Freshman Orientation. This fee finances Battalion formal and informal social functions, picnics, and other Unit activities and is akin to the Wardroom Mess found in ships, squadrons and ground units of the fleet. You will also need to bring enough additional cash (recommend $50) to cover any miscellaneous expenses that arise during New Student Orientation (forgot socks? toothbrush?). The only other NROTC related cost is for the annual ball, held during the fall to celebrate the Navy and Marine Corps’ birthdays and normally will not exceed $30. This will be collected prior to the event and is not required at orientation. No other NROTC fees or uniform deposits are required during the year.

6. **Uniforms and Appropriate Civilian Attire.** On Saturday August 10th, both men and women must report in appropriate civilian attire, defined as a plain white short-sleeved polo style shirt, khaki slacks, conservative belt, and running shoes. Each Midshipmen candidate will be issued uniforms during the training period. Enclosure (1) outlines grooming standards, which can also be found in the Midshipman Regulations, Appendix B, Section 15, available on the Auburn NROTC website.
7. **Knowledge.** The Naval Service values the whole person concept: exceptional character that guides a sharp mind carried by a strong body. Prior to reporting for New Student Orientation it is highly recommended that you become familiar with the New Student Orientation Knowledge Pack, also located on our website. Your knowledge will be tested on the first day in an unfamiliar environment and it is in your best interest to master this information in advance.

8. **Physical Conditioning.** A practice Navy Physical Fitness Assessment (PFA), Marine Physical Fitness Test (PFT) and Marine Combat Fitness Test (CFT) will be conducted during New Student Orientation. Just like the fleet, all Midshipmen are required to pass the PFA/PFT twice a year (once per semester). The PFA/PFT are comprised of the following events (average freshman scores are included in parentheses):

<table>
<thead>
<tr>
<th>Navy PFA</th>
<th>(men/women)</th>
<th>Marine PFT</th>
<th>(men/women)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Push-ups</td>
<td>(55/30 in 2 min)</td>
<td>Pull-ups</td>
<td>(15/4)</td>
</tr>
<tr>
<td>Sit-ups</td>
<td>(71/73 in 2 min)</td>
<td>Sit-ups</td>
<td>(90/90 in 2 min)</td>
</tr>
<tr>
<td>1 ½ mile run</td>
<td>(10:45/12:45)</td>
<td>3 mile run</td>
<td>(21:30/25:30)</td>
</tr>
</tbody>
</table>

We **strongly** encourage you to prepare yourself physically **prior** to your arrival. A sample work-out regimen is located on the New Student Orientation website. Midshipmen not meeting the minimum standards will be required to attend remedial PT sessions three to four times a week during the semester.

9. **Swimming.** As a member of the Naval Service, you will spend a majority of your career operating in and around water. To ensure your safety, you will need to gain at least a basic level of survival swimming proficiency. It is **highly recommended** that you report to Freshman Orientation with the ability to swim at least 50 meters without stopping – the more comfortable you are in and around water, the better. Take lessons now if you don’t know how to swim.

10. **Classes.** ALL Midshipmen shall register for Introduction to Naval Science (3 credits) and Naval Science Laboratory (0 credits).

    Auburn University: NAVS 1010 (T/R 0930-1045 CRN# 11648)  
                             (M/W/F 0900-0950 CRN# 13365)  
                             (M 1600-1830 CRN# 11656)  

    Tuskegee University*: NAVS 0101-01 (T/R 1230-1400)  
                             NAVS 0101L-01 (T/R 0700-0800)  

* TU Midshipmen are NOT required to sign up for a PE class since TU waives their physical education requirement for all ROTC members. Additionally, TU students MUST be registered for Math 107, 108 or 207 (depending on skill level).

All NROTC students **must carry a minimum of 15 credit hours per semester** (but cannot exceed 18 hrs without written permission from the Commanding Officer).
11. **Motivation.** At New Student Orientation check-in, you will be assigned to one of two platoons. Throughout the week, each platoon is evaluated and ranked based on academic performance, physical training, teamwork, and motivation. At the conclusion of New Student Orientation the highest ranked platoon will be awarded the highly coveted “Golden Boot” trophy.

12. **Awards Breakfast.** We look forward to mentoring you as you begin an exciting new phase in a life of leadership and service to your country. Orientation officially concludes with a Battalion Breakfast on Monday, 12 August at 9 a.m. at the Nichols Center/Max Morris Field (refer to map on AU NROTC website). Parents, family, and friends are welcome and encouraged to attend.

13. **Administration.** Please make every effort to obtain student parking passes, textbooks, lab materials, or conduct any other personal business prior to 10 August as there will not be time during orientation to do so. After NROTC New Student Orientation is complete, AU Midshipmen will have 12-20 August to complete the NROTC administration requirements before classes begin on Wednesday, 21 August. Tuskegee Freshmen please note that you will attend **TU Orientation** beginning Thursday, 13 August.

14. **Parent Information.** You are cordially invited to attend a parents’ information brief beginning at 0830 on Saturday, 10 August, in room 2370 of Haley Center. The brief is designed to provide general information about freshman orientation, introduce my staff, and discuss the NROTC program as a whole. Your students will rejoin you at 0930 for the swearing in ceremony, after which all will be released for lunch/move-in or uniform issue per our schedule. We sincerely hope you will be able to join us for this information brief. Additionally, I would like to invite all parents and family to attend the Awards Breakfast at the conclusion of orientation on Monday, August 12th at 9 a.m. in front of the Nichols Center.

15. **POCs.** Your New Student Orientation staff is available to answer any orientation related questions. Officer Candidate (OC) Tabriz Ommannay (tao005@tigermail.auburn.edu) is your New Student Orientation Officer-in-Charge. If OC Ommannay cannot be reached, please contact Lieutenant Nunez via email at jan0012@auburn.edu, or call (334) 844-3432.

16. **Regrets.** If you have decided not to join the Auburn-Tuskegee NROTC Consortium, please notify Lieutenant Nunez as soon as possible.

[Signature]

R. N. Fox
Captain, U.S. Navy
Commanding Officer/Professor of Naval Science
Grooming Standards for Men (Navy Option Midshipmen)

a. Hair:
   - Tapered from lower hairline upwards at least ¾" and outward not greater than ¾” to blend with hairstyle.
   - May not touch ears or collar.
   - Bulk of hair may not exceed 2.”
   - Faddish, multicolor, braided, dreadlocked, etc. hair is unauthorized.
   - Varying hairstyles are permitted if above requirements are met.

b. Sideburns:
   - Shall not extend below the midpoint of the ear canal.
   - Shall not be flared and shall end with a clean shaven horizontal line.

c. Facial Hair:
   - The face will be clean-shaven at all times (including when on leave or special liberty).
   - Mustaches are permitted IAW the following restrictions:
     Cannot extend below the lipline of the upper lip; cannot extend below the horizontal line from the corners of the mouth, and cannot extend more than ¼” beyond the vertical line drawn from the corners of the mouth.

d. Fingernails:
   - Fingernails will not extend past fingertips.

e. Jewelry:
   - One ring per hand, excluding wedding ring, is authorized.
   - Earrings are not authorized.
   - Only one necklace may be worn while in uniform and it cannot be visible.
   - One wristwatch is authorize; bracelets are not authorized while in uniform.
Grooming Standards for Men (Marine Option Midshipmen)

a. **Hair**
   - The hair clipped at the edges of the side and back will be evenly graduated from zero length at the hairline in the lower portion of the head to the upper portion of the head and will not be over 3 inches in length fully extended on the upper portion of the head. The back and sides of the head below the hairline may be shaved to remove body hair. Hair which protrudes from beneath properly worn headgear in an unsightly manner is considered excessive regardless of length. No Marine will be required to have his chest hair clipped except that which is so long as to protrude in an unsightly manner above the collar of the undershirt.

b. **Sideburns**
   - Sideburns will not be styled to taper or flare. The length of an individual hair of the sideburn will not exceed 1/8 inch when fully extended.

c. **Facial Hair**
   - The face will be clean-shaven at all times including leave and special liberty.
   - Mustaches are not permitted.

d. **Fingernails:**
   - Fingernails will not extend past fingertips.

e. **Jewelry:**
   - One ring per hand, excluding wedding ring, is authorized.
   - Earrings are not authorized while in uniform.
   - Only one necklace may be worn while in uniform and it cannot be visible.
   - One wristwatch is authorized and bracelets are not authorized while in uniform.
Grooming Standards for Female Midshipmen

a. **Hair:**
   - When in uniform, hair on back of head may touch, but not fall below, the lower edge of collar.
   - Must not show under front of brim of the cover.
   - No ponytails, pigtails, braids, dreadlocks, etc. while in uniform.
   - Faddish and multicolor hair is unauthorized.
   - No hairnets.
   - Maximum of 2 barrettes similar to hair color are allowed to pin up hair.

b. **Fingernails:**
   - Fingernails shall not extend past fingertip more than \( \frac{1}{4} \text{"} \).

c. **Jewelry:**
   - One ring per hand excluding a wedding ring and/or engagement ring while in uniform.
   - One earring per ear while in uniform.
   - Earrings, if worn, shall be gold 6mm ball, plain with brush matte finish.
   - Only one necklace may be worn in uniform and it shall not be visible.
   - One watch and one bracelet may be worn while in uniform.
NROTC Student Medical Checklist for Parents

This checklist is to give you an idea of what medical tests/immunizations will typically be expected over the course of your son's or daughter's career as a Midshipman. Getting these items completed in the timeframe outlined will greatly facilitate our ability to qualify your son or daughter for NROTC activities. Please feel free to contact our Medical Coordinator, Ms. Wittnebel, at 334-844-3425 or aew0015@auburn.edu with any questions or concerns about this list.

Requirements due at accession (New Student Orientation):

☐ DoDMERB Physical (Scholarship Students Only)
☐ Blood Type
☐ All Immunizations up to date, specifically to include Dtap, Tdap, DT OR tD (vaccines for diphtheria, tetanus and pertussis); MMR (Measles, Mumps, Rubella - two doses), and PPD (tuberculosis screening).

Annual requirements:
Dental Exam, recorded on an SF603, Record of Dental Exam (this form is available from Ms. Wittnebel).

CORTRAMID requirements (both Scholarship Marine and Navy option): These are due before the end of Spring Semester of Freshman year for Summer Training.

☐ CBC PANEL - to specifically include Hematocrit screening.
☐ Sickle Cell (Only once in career)
☐ All Immunizations up to date, specifically including tetanus, MMR (two doses), and PPD.

OCS requirements (Marine Option): These are due before the end of the Spring Semester prior to Summer Training (typically Junior year)

☐ All Immunizations up to date, specifically including tetanus, MMR (two doses), and PPD, IPV (polio), Meningococcal, and Flu Vaccine.
☐ Twinrix (Hepatitis A/B combination - 3 doses)
☐ Dental Exam, recorded on an SF603

EOD Summer Cruise requirements (for Navy Option desiring to be in the EOD community): These are due before the end of the Spring Semester prior to Summer Training (typically Junior Year)

☐ All Immunizations up to date, specifically including tetanus, MMR (two doses), and PPD, IPV (polio), and Meningococcal.
☐ Twinrix (Hepatitis A/B combination - 3 doses)