CC 139-R Instructions

Pages 1 & 2 only to be fully enrolled in ROTC

In order to fully enroll in ROTC, all required items are to be filled in on this form.

Additionally, you need to provide your Birth Certificate and social security card to the Cadre/Staff. They will make a copy and return originals back to you. *(These documents are required to verify birth date and citizenship status)*

*Individual must fill in last name and Social security number in the top right hand corner of pages 1 through 5

PART I

Blocks 1 / 1a. / 1b and 2 must match what is on your BC & social security card (Cards issues by HHS are not valid)

Block 5 – 5c. is where you are living while at school

Block 6 – your cell number

Blocks 7 – 7c is your permanent home address

Block 8 – your home phone (can be your cell also)

Blocks - 9 & 10 (must be filled in and match your birth certificate, if your city of birth is not on the certificate, you must put it here)

Block 11 – if you do not have on, write/type in NONE

Block 12 – leave blank if unknown

Block 13 – input correct score if you took the test – leave blank if you did not take ACT

Block 14 – SAT score must be provided (Scholarship awardees and those trying for a scholarship must have an SAT test score

Block 15 – must match what is on your birth certificate

Block 16 & 17 – must be completed (Program has a scale to check on both requirements)

Block 18 – married or single

Block 19 – Do you have any children – yes / no / 19a – if yes, total number must be put here

Block 20 & 20a – check the most accurate selection

Block 21 – must be checked

Blocks 22 – 24b. complete or leave blank if it does not apply to you

PART II

Block 25 – Is Saint Bonaventure University

Block 25a. – is 002817

Block 26 – **Schools & FICE codes**

Saint Bonaventure – 002817

Alfred University – 02668

Alfred State – 02854

University of Pittsburg at Bradford – 003380

Houghton University – 002734

Jamestown Community College – 002085

Block 27 – on campus or commute

Block 28 – Academic class (freshman, sophomore, Junior, Senior or Graduate Student)

Block 29 – Month & year of projected graduation

Block 30 – Academic major you are enrolled in. Scholarship awardees (this must match your offer letter and acceptance form)

Block 31 – either NONE or write/type in what minor you are taking

Block 32 – number of credits you have from other universities (Universities you attended prior or from college credits you took while in high school – With this, you must provide transcripts from these other schools.)

Block 33. Total Credits required for current major for graduation

Block 34. Current CGPA (cumulative grade point average from prior college(s))

Block 35. Previous college/university you attended,

Block 35a. # years there

Block 36. Full name of high school you attended
(on the back of the page, we need the following:
City: State: Postal: School Type: (public or private)

Block 36a. Month / year you graduated HS

PART II

Block 37. Yes or No

Block 37a. Type of scholarship (will be on offer letter and your acceptance form

Block 38. Any scholarships you may have received

Block 39. Any JROTC experience and number of years

PART III

If not applicable, you must check the box in the top left corner

Blocks 40-41 - If any information pertains to you, you must fill it in completely and accurately

PART IV

Block 42. - Must check the box

The following blocks <u>must be completed</u> truthfully and accurately

Block 43. - Must be completed

Block 44. - Must be completed

Block 45. - Must be completed

Block 46. – Must be completed

Block 47. – Must be completed

Signature required at the bottom of block 47.

Block 48 ***(ONLY SIGNED BY CADETS PRIOR TO CONTRACTING)***

DO NOT CHECK or FILL IN any other pages

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).

In order to be fully enrolled, you must complete Sections 1 through 4. You must also must the requirements so the Enrollment Eligibility Officer and Professor of Military Science can sign/complete the form.

In Part 5, all items must be checked by the Enrollment Eligibility Officer before final approval.

You will be provided all other required forms by the Cadre. All forms must be completed and turned in NLT 2 weeks after the start of your first class/semester.