



DEPARTMENT OF THE NAVY
NAVAL RESERVE OFFICERS TRAINING CORPS UNIT
MAINE MARITIME ACADEMY
PLEASANT STREET
CASTINE, ME 04420

NROTCUMMAINST 1533.1
24 Apr 18

NROTC UNIT MAINE MARITIME ACADEMY INSTRUCTION 1533.1

Subj: SELECTION OF APPLICANTS INTO THE COLLEGE PROGRAM BASIC COURSE AT NROTC
UNIT MAINE MARITIME ACADEMY

Ref: (a) NSTC M-1533.2B (Regulations for Officer Development)

Encl: (1) Amplifying Information
(2) College Program Checklist
(3) NSTC 1533/133 (10-11)

1. Purpose. This instruction sets forth the minimum requirements for entry into the NROTC College Program Basic course at Maine Maritime Academy or the University of Maine.

2. Background. The NROTC College Program is offered to college students who wish to serve their country as commissioned officers but who have not been awarded any form of NROTC Scholarship. College Program students are selected from those who have applied for enrollment at the NROTC unit and sign a contract in which they agree to complete certain Naval Science courses and one summer training period. The Basic Course of the College Program is designed for those students with at least three years of college coursework remaining. While in the Basic Course, students have the status of civilians.

3. Discussion. The College Program is a highly competitive commissioning program with limited scholarship opportunities. The guidance set forth in this instruction serves as the minimum requirements that will be used to determine individual qualification for enrollment in the Basic Course. The final decision for selection will reside with the unit's Commanding Officer.

4. Action.

a. Prospective candidates shall use this instruction and more specifically enclosures (1) through (3) as aids in preparing and applying for the College Program Basic Course.

b. Completed applications shall be mailed, post-marked, or hand delivered no later than 20 July to:

(1) Maine Maritime Academy NROTC Unit
Attn: Human Resources Assistant
44 Pleasant Street
Castine, ME 04421

Or:

(2) University of Maine
Attn: Administrative Specialist
Department of Naval Science
378 College Avenue
Orono, ME 04473

T. M. COOPER

Amplifying Information

1. Application for selection to the College Program is a multi-step process. The steps can be completed in any order, however consideration for selection will only take place when all steps have been completed:

- a. Complete College Program application form NSTC 1533/133 (Encl 3).
- b. Mail, post-mark, or hand deliver a copy of current sports physical no later than 20 July.
- c. Submit high school or college transcripts to include cumulative GPA, class rank, and SAT or ACT scores.
- d. Be prepared to meet and exceed Navy physical fitness standards.
 - (1) Males: 58 curl-ups, 47 push-ups, 1.5 mile run in 12 minutes or less.
 - (2) Females: 58 curl-ups, 21 push-ups, 1.5 mile run in 14 minutes and 15 seconds or less.
- e. Attend MMA NROTCU New Student Orientation.

2. All candidates will be evaluated and ranked by the NROTC Staff based on the above steps. Acceptance to the College Program will be offered on an available basis to the most-qualified candidates. Additionally, candidates who remain eligible for the NROTC 4-year national scholarship (i.e. they possess the qualifying standardized test scores and have less than 30 college credits) will be encouraged to continue applying for the 4-year scholarship as long as they remain eligible. College Program Basic Course students are considered civilians, and receive no NROTC benefits.

3. Selection for the College Program DOES NOT guarantee a scholarship or stipend. All candidates must be able to fund their education without these monies.

College Program Application Checklist

_____ Completed College Program application Submitted
_____ Completed sports physical
_____ High school or college transcripts and SAT/ACT scores
_____ NROTC orientation scheduled with MMA NROTC

**Applicant is responsible for verifying receipt of all materials. Contact
Maine Maritime Academy NROTCU at (207)326-2352.

NAVAL RESERVE OFFICERS TRAINING CROPS COLLEGE PROGRAM APPLICATION

Privacy Act Statement

Authority: The authority to request this information is contained in: 5 USC §301 (Authorizing Forms and Regulations); Executive Order 9397 (Use of Social Security Numbers).

Principal Purpose(s): To be completed by applicant for the Naval Reserve Officers Training Corps (NROTC) College Program.

Routine Use(s): Information you provide in this application is protected by the Privacy Act and will not be released outside the Department of Defense without your permission unless it comes within an exception to the Act or one of the routine uses in 32 CFR § 701.112, accessible at <http://www.privacy.navy.mil> and the routine uses set forth here.

Disclosure: You are not required to provide this information; however, failure to do so will result in an inability to fairly evaluate your application and may result in an inability to process the application.

Personal Information

Name	SSN (last 4)	Phone	Cell Phone
Current Mailing Address		Name of Parent/Guardian	
		Address of Parent/Guardian	
Place of Birth	Date of Birth		
Are you a US Citizen? <input type="radio"/> Yes <input type="radio"/> No		If naturalized, give date, place, court of jurisdiction, and certificate number.	
Select Service <input type="radio"/> Navy <input type="radio"/> USMC			

Military Experience and Training (Past and Present, if any)

Service	Dates of Service	Highest Rank	EAOS	Type of Discharge
Training Program	Position(s) Held	Awards		Grades of Participation
JROTC				<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
Civil Air Patrol				<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
Other (NDCC etc.)				<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12

Extracurricular Activities

READ CAREFULLY: Identify only those activities in which you engaged during school grades 9-12. NROTC is particularly interested in identifying activities in which an applicant has participated involving responsibility and leadership.

Organization	Position(s) Held	Hours/Week	Grades of Participation
			<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
			<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
			<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
			<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12

Athletic Activities

READ CAREFULLY: Identify only those sports in which you engaged during school grades 9-12. Mark the year(s) in which you were on the varsity team. If you 'lettered' in the sport list that in the awards. Mark 'JV/Club' if you participated at this level in any year. Do not list intramural activity.

Sport	Position(s) Held	Awards/Recognition	JV/Club	Varsity
			<input type="checkbox"/>	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
			<input type="checkbox"/>	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12
			<input type="checkbox"/>	<input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12

Other Activities

Attach additional sheets, if needed, to identify other activities not listed above that involve considerable responsibility and leadership. List positions held and the average number of hours devoted per week to the activity.

**NAVAL RESERVE OFFICERS TRAINING CROPS
COLLEGE PROGRAM APPLICATION**

EMPLOYMENT

List in reverse chronological order beginning with the most recent, each period of full-time, part-time, or self-employment. List inclusive dates for each period. If discharged for cause from any employment, so state. Include any leadership responsibilities.

Dates		Employer Name and Address	Hours/Week	Type of Work Performed
From	To			

EDUCATION

List in reverse chronological order beginning with the most recent school attended. Include any/all college work, whether or not a degree was earned. Attach transcripts.

Dates		School Name and Address	Major	Degree
From	To			

ACADEMICS

PSAT	Verbal: _____	Math: _____	High School Name: _____	
SAT	Verbal: _____	Math: _____		Class Rank: _____ GPA: _____
ACT	Verbal: _____	Math: _____		Class Size: _____ GPA Scale: _____

Answer the following questions. If you answer 'Yes', provide explanations on an additional sheet.

	Yes	No
1. Have you ever applied for or signed any agreement concerning any program leading to a commission in any of the Armed Forces of the United States? (If 'Yes', list the date, place of application, program applied for and current status of application.)	<input type="radio"/>	<input type="radio"/>
2. Have you signed an Enlistment Contract (DD Form 4) with any of the Armed Forces of the United States? (If 'Yes', list the date, place, service, and current status of enlistment.)	<input type="radio"/>	<input type="radio"/>
3. Have you ever been arrested, detained, indicted, summoned into court, or convicted for any violation of civil or military law, including juvenile offenses and moving traffic violations? (If 'Yes', give complete description of incident, name and place of court, nature of offense, date, and disposition of the case.)	<input type="radio"/>	<input type="radio"/>
4. Are you currently awaiting trial or sentence, on probation, under suspended sentence, or under any other type of military or civilian restraint as a result of violation of law or regulation?	<input type="radio"/>	<input type="radio"/>
5. Have you ever been known by any other name or names other than that used in this application? (If 'Yes', explain in affidavit form and submit with application, even if differences were only differences in spelling.)	<input type="radio"/>	<input type="radio"/>
6. Do you have any moral obligations or personal convictions that will prevent you from conscientiously bearing arms and supporting and defending the constitution of the United States against all enemies, foreign and domestic?	<input type="radio"/>	<input type="radio"/>
7. Have you ever taken any narcotic, sedative, or tranquilizer drugs other than as prescribed by a physician or dentist? (If 'Yes', attach a statement with the full circumstances, number of time used, amounts taken, period over which taken, and intent for further use.)	<input type="radio"/>	<input type="radio"/>
8. Have you ever been arrested or convicted of trafficking illegal drugs?	<input type="radio"/>	<input type="radio"/>
9. Have you ever used LSD, marijuana, sniffed glue or used any other hallucinogens, hypnotic, stimulants, or other known harmful or habit-forming drugs and/or chemicals? (If 'Yes', attach a statement with the full circumstances, number of times used, amounts taken, period over which taken, and intent for further use.)	<input type="radio"/>	<input type="radio"/>

I certify that all information given by me is complete and correct to the best of my knowledge.

I understand that this applicant questionnaire does not obligate me in any way, and that I may withdraw my applicant at any time.

Signature	Date
-----------	------

NROTC COLLEGE PROGRAM OATH

I do solemnly swear (or affirm) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

Signature	Date
-----------	------

IF YOU ANSWERED 'YES' FOR ANY OF THE QUESTIONS ON THE PREVIOUS
FORM, PLEASE EXPLAIN HERE:

NROTC APPLICANT FITNESS ASSESSMENT

OMB Control Number: 0703-0026, Exp. _____

AGENCY DISCLOSURE STATEMENT

The public reporting burden for this collection of information is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Washington Headquarters Services, Executive Services Directorate, Information Management Division, 4800 Mark Center Drive, East Tower, Suite 02G09, Alexandria, VA 22350-3100 (0703-0026). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR RESPONSE TO THE ABOVE ADDRESS.

Responses should be sent to:

**Commander
Naval Service Training Command
2601A Paul Jones Street
Great Lakes, IL 60088**

PLEASE READ THE FOLLOWING STATEMENT REQUIRED BY THE PRIVACY ACT OF 1974 BEFORE COMPLETING THE APPLICATION.

1. *AUTHORITY:* The authority to request this information is contained in: 5 U.S.C. § 301 (Authorizing Departmental Forms and Regulations); 10 U.S.C. § 2107 (Financial Assistance Program); and Executive Order 9397 (Use of Social Security Numbers).
2. *PRINCIPAL PURPOSE(S):* The information you provide will be used to determine whether you qualify, and should be nominated for, an NROTC Scholarship. If you are nominated, the information will be used to enroll you into NROTC and will be used by the Navy in its management of the NROTC program. The following systems of records notices cover the collection of this information: N01131-1 located at <http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6411/n01131-1.aspx>, and N0180-3 located at <http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6410/n01080-3.aspx>
3. *ROUTINE USE(S):* Information provided on the application will be used to screen and select individuals to receive NROTC Scholarships, to maintain data on the NROTC scholarship program, to compare to scholarship applicants from previous or subsequent years, and to provide academic data and contact information to Navy activities and admissions officials at colleges and universities so they can contact applicants for recruitment purposes. Information you provide in this application is protected by the Privacy Act and will not be released outside the Department of Defense without your permission unless it comes within an exception to the Act or one of the routine uses in 32 C.F.R § 701.112, <http://www.privacy.navy.mil/> and the routine uses set forth here. If you are nominated for an NROTC Scholarship, the information will be released to the top five schools you indicated on your application. Your information and notification of status may also be provided to your high school so they may assist with the final stages of the process.

4. *DISCLOSURE:* The social security number (SSN) is required at the time of application to ensure proper identification of the applicants. There are times applicants have the same names, therefore the SSN is required to ensure proper identification. Providing the requested information is voluntary. However, failure to do so may result in our inability to process your application for the NROTC program.

**RETURN COMPLETED SCORE SHEET TO THE NROTC UNIT FROM WHICH YOU ARE
SEEKING A NOMINATION**

Applicant's Name (Last, First, MN): _____

Applicants height (inches): _____

Applicant's weight: _____

READ TO APPLICANT:

"You are about to take the Naval ROTC Applicant Fitness Assessment. The results of this test will be used in the NROTC scholarship application process by demonstrating your level of physical fitness. You may cease work when you have scored the maximum for any individual event. Otherwise, do your best on each event. You have 25 minutes to complete the entire test. After you complete each event, the scorer will record your score and the time the event was tested. If at any time you cannot continue to meet the timed requirements, the test will be terminated."

Start Time: _____

Number of Crunches completed in 2 minutes: _____

Number of Push-ups completed in 2 minutes: _____

1 Mile Run Time: _____ minutes _____ seconds

End Time: _____

Evaluator's Signature: _____

Evaluator's Printed Name: _____

Evaluator's Title/Position: _____

Date: _____

Uniform Size Information

Name: _____

Option: **Marine** or **Navy** (circle one), **Scholarship** or **College Program** (circle one)

Sex: ____ Height: _____ Weight: _____

Males

Long Sleeve Dress Shirt Size: _____ (example: 16 ½ in x 34 in)

Trouser Size: _____ (example: 32 in x 32 in)

T-Shirt Size: _____ (S/M/L)

Shoe Size: _____ (example: 10D)

Hat Size: _____ (example: 7 ⅛ in)
(Estimate with ball cap if necessary)
(1 inch above eyebrow)

Chest Size: _____ (example: 35 in)
(S, M, L across pectorals)

Inseam: _____ (inches)

Sleeve Length: _____ (shoulder break to wrist)

Coat Size: _____ (suggest having a tailor measure or suit
coat store)

Waist: _____ (2 inches below navel)

Running Short Size: _____ (S/M/L)

Females

Bust/Chest Size: _____ (inches)

Waist Size: _____ (at navel)

Hip Size: _____ (inches)

Inseam Length: _____ (inches)

T-Shirt Size: _____ (S/M/L)

Shoe Size: _____ (example: 6W)

Hat Size: _____ (example: 6 ⁷/₈ in)
(Estimate with ball cap if necessary)
(1 inch below eyebrow)

Running Short Size: _____ (S/M/L)

Males/Femal Unisex Running Suit

Pants

Waist _____ (inches)

Inseam _____ (inches)

Jacket

Chest _____ (inches)

Height _____ (inches)

*See sizing sheet for sizes after measurement

Women's Navy Uniform Sizing Chart

Did you know that women's uniforms come in 3 different body types: Junior (J); Misses (M) and Women's (W)? The junior is 2" smaller in the hip than the misses and 4" smaller than the women's. They also come in 3 lengths to accommodate your height: petite (5' ¾" and under); regular (5' ¾" – 5' 7") and tall (5' 7" and above).

TO DETERMINE YOUR BUST SIZE:

Have a sales associate take your measurements as described below.

Use the chart to predict your size. For example, a 12MR has the following measurements:

Bust 37 ½", Waist 29 ½", Height 5'5".

Determine the correct fit. For a skirt or slacks, fit the waist. In the example above, if the 12MR hip is too big, try a 12JR. If the hip is too small, try a 12WR. If the waist is too tight, try the next size. For a jumper or dress coat, fit the bust. Adjust the type to fit the hip.

JUNIORS						
Height:: Petite (5' ¾" and under)			Regular (5' ¾"–5' 7")		Tall (5' 7" and above)	
Size	6J	8J	10J	12J	14J	16J
Bust	33 ½	34 ½	36	37 ½	39	41
Waist	25 ½	26 ½	28	29 ½	31	33
Hip	34	35	36 ½	38	39 ½	41 ½

MISSES												
Height: Petite (5' ¾" and under)					Regular (5' ¾"–5' 7")				Tall (5' 7" and above)			
Size	4M	6M	8M	10M	12M	14M	16M	18M	20M	22M	24M	26M
Bust	32 ½	33 ½	34 ½	36	37 ½	39	41	43	45	47	49	51
Waist	24 ½	25 ½	26 ½	28	29 ½	31	33	35	37	39	41	43
Hip	35	36	37	38 ½	40	41 ½	43 ½	45 ½	47 ½	49 ½	51 ½	53 ½

WOMENS												
Height: Petite (5' ¾" and under)					Regular (5' ¾"–5' 7")				Tall (5' 7" and above)			
Size	4W	6W	8W	10W	12W	14W	16W	18W	20W	22W	24W	26W
Bust	32 ½	33 ½	34 ½	36	37 ½	39	41	43	45	47	49	51
Waist	24 ½	25 ½	26 ½	28	29 ½	31	33	35	37	39	41	43
Hip	37	38	39	40 ½	42	43 ½	45 ½	47 ½	49 ½	51 ½	53 ½	55 ½

Bust: With arms relaxed down at sides, measure over the fullest part of your bust, keeping tape parallel to the floor.

Waist: Measure around your natural waistline; keep your measuring tape comfortably loose. Don't measure over clothing.

Hip: Stand with heels together. Measure around the fullest part of you hips.

Sleeve Length: Stand with arms relaxed. Measure from the bone in the center if the back of the seam, and continue around the elbow to the wrist bone.

To Measure Your Inseam

(You will need someone to help you)

1. Put on a pair of dress pants that fit well and don't sit too low on the hips, along with shoes with a standard heel. Stand in a normal, comfortable position.
2. Measure the right leg from the underside of the crotch (known as the top inseam point) to the bottom side of the ankle (the lowest inseam point). If the selected pants are too short, add length for how long the pants should be. The hem of the pants should be approximately ½ inch from the floor. (Yes, this is different than Navy Regulation).
3. Measure the other side, to make sure it is the same and make note of the measurement.

Measuring For Your Cap/Hat Size

Step 1: Use a tape measure to measure around your head:

- Across your brow (approx 1" above eye brows).
- Slightly above your ears.
- Keeping the tape parallel to the floor.
- This measurement is a "two-person" event and is nearly impossible to accurately do by yourself.
- For best results, use a plastic/cloth tape measure. Alternately, you may use a piece of string or cord and then measure the length of the cord.

Step 2: For female sizes, your head measurement in inches will be your hat size. For male and generic sizes, divide the measurement in inches by 3.14 to obtain your cap size, rounding UP to the nearest 1/8".

Don't like math? Use this sizing chart.

Head – Inches	Cap Size
20 3/8"	6 1/2
20 3/4"	6 5/8
21 1/8"	6 3/4
21 1/2"	6 7/8
22"	7
22 3/8"	7 1/8
22 3/4"	7 1/4
23 1/8"	7 3/8
23 1/2"	7 1/2
24"	7 5/8

Navy Fitness Suit

SIZE PREDICTION

Jacket

Order of Importance

- **Chest/Bust**
- **Height**

CHEST: Select closest chest measurement on chart. If in doubt select next size up. Take chest measurement at the fullest part of the chest/bust.

HEIGHT: Select closest height measurement that corresponds to chest measurement. Size and length are indicated to the right of the chest/height.

J
A
C
K
E
T

Size Prediction Chart		
Chest Measurement (inches)	Height (inches)	Size
Below 30	Below 59	Special Measure
30 - 33	59 - 63	XX-Small X-Short
30 - 33	63 - 67	XX-Small Short
33 - 36	59 - 63	X-Small X-Short
33 - 36	63 - 67	X-Small Short
36 - 39	59 - 63	Small X-Short
36 - 39	63 - 67	Small Short
36 - 39	67 - 71	Small Regular
36 - 39	71 - 75	Small Long
39 - 42	59 - 63	Medium X-Short
39 - 42	63 - 67	Medium Short
39 - 42	67 - 71	Medium Regular
39 - 42	71 - 75	Medium Long
39 - 42	75 - 79	Medium X-Long
42 - 45	63 - 67	Large Short
42 - 45	67 - 71	Large Regular
42 - 45	71 - 75	Large Long
42 - 45	75 - 79	Large X-Long
45 - 48	67 - 71	X-Large Regular
45 - 48	71 - 75	X-Large Long
45 - 48	75 - 79	X-Large X-Long
48 - 51	67 - 71	XX-Large Regular
48 - 51	71 - 75	XX-Large Long
48 - 51	75 - 79	XX-Large X-Long
Above 51	Above 79	Special Measure

Pants

Order of Importance

- **Waist**
- **Inseam**

WAIST: Select closest waist measurement on chart.

INSEAM: Select closest inseam measurement that corresponds to waist measurement. Size and length are indicated to the right of the waist/inseam.

Note: If inseam falls between lengths, go with the longer length. Pants will shrink 1-2 inches and is figured into design.

P
A
N
T
S

Size Prediction Chart		
Waist Measurement (inches)	Inseam Measurement (inches)	Size
Below 23	Below 27	Special Measure
23 - 26	27 - 29	XX-Small X-Short
23 - 26	29 - 31	XX-Small Short
26 - 29	27 - 29	X-Small X-Short
26 - 29	29 - 31	X-Small Short
29 - 32	27 - 29	Small X-Short
29 - 32	29 - 31	Small Short
29 - 32	31 - 33	Small Regular
29 - 32	33 - 35	Small Long
32 - 35	27 - 29	Medium X-Short
32 - 35	29 - 31	Medium Short
32 - 35	31 - 33	Medium Regular
32 - 35	33 - 35	Medium Long
32 - 35	35 - 37	Medium X-Long
35 - 38	29 - 31	Large Short
35 - 38	31 - 33	Large Regular
35 - 38	33 - 35	Large Long
35 - 38	35 - 37	Large X-Long
38 - 41	31 - 33	X-Large Regular
38 - 41	33 - 35	X-Large Long
38 - 41	35 - 37	X-Large X-Long
41 - 44	31 - 33	XX-Large Regular
41 - 44	33 - 35	XX-Large Long
41 - 44	35 - 37	XX-Large X-Long
Above 44	Above 37	Special Measure