NROTC UNIT MAINES MARITIME ACADEMY INSTRUCTION 1534.5

5 Apr 2019

Subj: SELECTION OF MIDSHIPMEN APPLICANTS FOR THE STRATEGIC SEALIFT MIDSHIPMAN PROGRAM (SSMP) AT NROTC MAINE MARITIME ACADEMY (MMA)

Ref: (a) OPNAVINST 1534.1E (Strategic Sealift Officer Program)
    (b) NSTCINST 1533.2C CH-2 (Regulations for Officer Development)
    (c) MMA Policy for Awarding Student Incentive Pay (SIP) to incoming Strategic Sealift Midshipmen

Encl: (1) Amplifying Information
      (2) SSMP Checklist
      (3) SSMP Application

1. **Purpose.** This instruction sets forth the requirements for an MMA Midshipman (MIDN) applying for the SSMP.

2. **Background.** The SSMP is an education and training program established in cooperation with the Maritime Administration (MARAD) and Military Sealift Command (MSC) and overseen by the Department of Naval Science (DNS) at the U.S. Merchant Marine Academy and State Maritime Academies (SMA). These programs are designed to qualify participants for commissioned Navy Reserve service. Program administration, eligibility, participation requirements, and training are directed by the Navy Education Training Command’s (NETC) Naval Service Training Command (NSTC), under guidance issued in references (a) and (b).

3. **Discussion.** The SSMP is a highly competitive program with limited quotas available. The guidance set forth in this instruction serves as the minimum requirements that will be used to determine the most qualified individuals for acceptance into the program. The final decision for selection into the SSMP will reside with the unit’s Commanding Officer.

4. **Action.**
   a. Prospective candidates shall use this instruction and enclosures (1) through (3) as an aid in preparing and applying for the SSMP. For questions related to the application process, call 207-326-2465.
   b. Applications for the SSMP may be submitted at any point prior to the student’s arrival to MMA for the 4/C year. Applicants are encouraged to begin the process as soon as practicable. Students currently enrolled at MMA may apply at any time, but no later than the start of classes of their 2/C year. Applications shall be mailed or hand delivered to:

   Maine Maritime Academy NROTC
   Attn: Human Resources Assistant
   44 Pleasant Street
   Castine, Maine 04421

   S. D. KEARNS
Amplifying Information

1. Application process for joining the SSMP is comprised of the actions listed below. Consideration for selection will only take place when all the actions have been completed by the applicant:

   a. Complete the SSMP application in enclosure (3) and submit upon acceptance to MMA. Applications are generally completed and submitted no later than August 1 of the academic year of enrollment. Current MMA students can apply at any time, but no later than the start of classes of the 2/C year and will be evaluated on a case-by-case basis.
   b. Upon receipt of application by the Human Resources Assistant (HRA), the applicant will be notified of the medical requirements.
   c. Complete all medical requirements.
   d. Submit high school or college transcript(s) to include cumulative GPA, class rank and SAT/ACT scores.
   e. Be prepared to meet and exceed the following 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.

   f. Attend MMA NROTCU New Student Orientation (NSO).

2. All candidates will be evaluated and ranked by the NROTC Staff based on completion of the above referenced requirements. All candidates will be evaluated and ranked based on their academic record, physical fitness abilities and performance at NSO. Acceptance to the SSMP will be offered on an available basis to the most qualified candidates.

3. Candidates will be notified of their selection for the SSMP by the NROTC Staff. Selection to the SSMP DOES NOT guarantee a Midshipman will receive Student Incentive Payment (SIP). SIP will be available on a merit basis according to the number of approved SIP quotas from the Maritime Administration (MARAD). MMA is the approving authority for selecting which Midshipmen receive SIP. The SIP selection process will be conducted in accordance with reference (c).
SSMP Application Checklist

______ Completed application submitted to MMA NROTC
______ Medical appointments completed
______ Copy of completed Application for USCG Medical Certificate (CG-719K)
______ Copy of completed Report of Medical History (DD Form 2807-1)
______ Physically qualified status confirmed with MMA NROTC
______ High school and/or college transcript(s) and SAT/ACT scores submitted to MMA NROTC
______ Able to meet or exceed Navy physical fitness standards
______ NROTC New Student Orientation scheduled with MMA NROTC

Applicant is responsible for verifying receipt of all materials as well as completion and verification of all medical appointments. Contact Maine Maritime Academy NROTC at (207)326-2352 if you have any questions.
APPLICATION FOR MIDSHIPMAN STATUS

From: ________________________________
      Last, First, Middle Initial          Date

To:  Commanding Officer, NROTC Unit, Maine Maritime Academy

Subj: REQUEST FOR MIDSHIPMAN AND ENLISTED STATUS IN THE UNITED STATES NAVY RESERVE

Ref: (a) Maritime Education and Training Act of 1980 (Public Law 96-453, Sec 1304 (g) (2))

1. Per reference (a), I hereby apply for appointment as Midshipman and enlisted status in the United States Navy Reserve in order to participate in the Strategic Sealift Midshipman Program/United States Navy Reserve (SSMP/USNR).

2. I understand that, upon being found physically qualified by a Department of Defense Medical Evaluation Review Board (DoDMERB) medical examination, I must execute an Appointment/Enlistment and Training and Service Agreement and apply for, and accept, if offered, a commission in the Reserve of the United States Navy upon successful completion of the requirements for commissioning.

Signature

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Parental Consent (IF YOU ARE UNDER THE AGE OF 18)

I, ____________________________________________, the parent(s)/legal guardian of ________________________________, born on ____________________________, whose signature on the foregoing service agreement meets my/our approval, do hereby consent to his/her application for and, if accepted, his/her appointment as a Midshipman, United States Navy Reserve at the Maine Maritime Academy, and I/we hereby give him/her my/our permission to serve in the Merchant Marine Reserve, United States Navy Reserve unless sooner discharged.

Date ____________________________  Signature of parent/legal guardian ____________________________

Privacy Act Notification

Under the authority of 5 USC 301, the use of identifying data on this form pertaining to you as name, date of birth, social security number will be used for identification purposes while a member of the SSMP/USNR Midshipman program. This information will be maintained in official Navy records and will not be divulged without your written authorization to anyone other than officials or officers involved with this program. You are not required to provide this information, however, failure to do so may result in not being selected for the SSMP/USNR Midshipman program.
Maritime Administration

APPLICATION FOR THE STUDENT INCENTIVE PAYMENT PROGRAM PAGE 1

I hereby apply for the Student Incentive Payment program offered by the Maritime Administration. My school has provided me with a copy of the Student Incentive Payment program booklet that describes the program and the service obligation. If I am selected by my school to participate in this program, I agree to promptly complete the application process with the United States Coast Guard.

Name

**CALL 207-326-2465 TO PROVIDE**

Date of Birth

Home address

City/State/Zip

Phone number (home and cell)

Email address

**CALL 207-326-2465 TO PROVIDE**

Social Security Number

Major and class year

Maine Maritime Academy

School

Date

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APPLICATION FOR STRATEGIC SEALIFT MIDSHIPMAN PROGRAM

Name: ________________________________ Date: __________

Please answer the following with yes or no:

Have you ever been arrested, convicted, or fined for law violations? _____

Have you previously attended or are you now attending the Air Force, the Naval, or Military Academy Preparatory School or the Navy Boost School? _____

Have you ever served tours of extended Active Duty drawing full pay, from which you were discharged or separated to civilian status? _____

Are you on Active Duty in the U.S. Armed Forces drawing full pay? _____

Are you currently a member of a U.S. Reserve or National Guard Unit? _____

Are you currently in the Delayed Entry/Enlistment Program (DEP)? _____

Are you currently in the College Program? _____

Have you ever been placed on probation or expelled from college or a civilian preparatory school? _____

Have you ever been rejected for any branch of military service or ROTC? _____

Have you ever been a Cadet/Midshipman at any of the U.S. Service academies or ROTC Programs? _____

Are you currently an applicant or do you intend to apply for a service academy or ROTC program? _____

Amplifying information for any 'Yes' answers to the questions above.

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