

US ARMY RESERVE OFFICERS' TRAINING CORPS

Gopher Battalion



“THE GOPHER CADET HANDBOOK”

University Of Minnesota-TC

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CHAPTER I

INTRODUCTION

Preface The information in this guide will help you make the transition to college life and Army Reserve Officers' Training Corps (ROTC), while developing your leadership qualities to become men and women of character who serve our nation with pride.

Mission: Team Gopher demonstrates the keystones of our profession; (Values, Ethos and Creed) in order to attract, recruit, develop and prepare future leaders for continued honorable service to the Nation.

Vision: Coached by an invested Cadre, Team Gopher trains and educates Cadets of Character to become adaptive, proactive, empathetic and humble overwhelmingly capable to lead teams in support of the Nation.

Values: Loyalty, Duty, Respect, Selfless Service, Honor, Integrity and Personal Courage

USACC Patch, and Unit Crest:

The USACC shoulder patch was authorized 8 April 1986. The shield symbolizes the Army mission of national defense and is divided into quarters representing the four traditional military science courses comprising the ROTC curriculum. The sword signifies the courage, gallantry, and self-sacrifice intrinsic to the profession of arms. The lamp denotes the pursuit of knowledge, higher learning, and the partnership of Army ROTC with American colleges and universities. The Greek helmet is symbolic of the ancient civilization concept of the warrior scholar. The motto "Leadership Excellence" expresses the ultimate responsibility of Army ROTC in the discharge of its moral responsibility to the Nation.

The shoulder sleeve insignia was originally authorized 1 June 1951. It was amended on 24 April 1981 to change the background from felt woven fabric and to add subdued insignia, also amended 23 October 1981 to change the description of the insignia. The SSI was cancelled due to a new design authorized on 5 May 1993, then revised 11 May 1993 to reflect the correct school colors. On a square on point divided vertically yellow and maroon and edged with a 1/16-inch yellow border a tower counterchanged. Surrounding the square, a yellow scroll edged with a 1/8 inch maroon border inscribed "UNIVERSITY" at upper left, "MINNESOTA" at upper right, "TWIN" at lower left, "CITIES" at lower right, all in maroon letters. The overall dimensions are 4 inches in height and width. Maroon and gold (yellow) are the school colors. The tower is a representation of a campus landmark and suggests the cadets' quest for knowledge.

The shoulder loop insignia was originally authorized 8 December 1975. It was rescinded to have the word "TO" center directly under the shield as requested on 17 March 1981. A gold color metal and enamel device 1 1/8 inches (2.86 cm) in height overall consisting of a maroon shield bearing a monogrammed "UM" in gold. Attached below the shield, a circular gold scroll inscribed "COMMITMENT TO EXCELLENCE" in black enamels letters.

USACC PATCH



UMN-TC PATCH



UNIT CREST



The Gopher Battalion's History

Early History of Army ROTC at the University of Minnesota.

The University of Minnesota officially opened as a public institution in 1869. Shortly after, Major General Richard W. Johnson founded the Department of Military Science and Tactics. Military drill was conducted with an emphasis on Infantry and Artillery Tactics, and with an emphasis on Drill and Ceremony. Life as a cadet continued in that fashion until 1888, when the women on campus organized Company Q, in an effort to prove themselves to their male counterparts. After a fire in 1894 that destroyed the hall used for drill, construction began on a new building that would serve as a new drill hall. The Armory opened its doors in 1896, and it is still in use today.

Army ROTC at the University of Minnesota during the early 1900's.

In May of 1906, the Student Soldier Memorial Monument was unveiled. It was dedicated to the student soldiers of the 13th Minnesota stationed in Manila. Eventually, the collection of donations allowed the students and faculty of the University to strike a nine foot bronze statue that portrays the soldier of 1898. "Iron Mike", as he is called today, still stands in front of the Armory. Cadet life continued much as it had previously, and they received rewarding instruction in military tactics, customs and courtesies, and drill and ceremonies. In 1916, the Cadet Corps came to an end, and under the Morrill Act, was reorganized as ROTC.

Army ROTC at the University of Minnesota during World Wars I and II

In the spring of 1917, the University of Minnesota offered a semester's credit to any who enlisted and seniors who enlisted would be awarded diplomas. With the outbreak of World War I, one of the Army's greatest needs was for officers. The University of Minnesota ROTC program helped produce many fine reserve officers. In 1939, when another World War loomed on the horizon, students began to turn to the Military Science department and ROTC for training. In 1942, Army ROTC as it existed was discontinued. What replaced it were various programs such as the Army Specialized Training Program, which trained Cadets in the areas of medicine, psychology, as well as language studies in Japanese and German. When the war ended, the ROTC basic course was re-established and in 1946, the advanced course was also re-established, thereby resurrecting the Army ROTC program.

Army ROTC since the 1950s

Cadets of the Army ROTC program have served in every major war and conflict since 1950. The lessons cadets learn have changed with the years, but the dedication of the cadre and cadets have not changed. Today, the rewarding experience offered by Army ROTC plays a great role in the shaping of tomorrow's officers and leaders. As one author wrote, "If the program continues to be staffed with officers of this caliber the future of the Military Science Department holds bright prospects indeed." That still applies in today's Army ROTC program, and the results speak for themselves. The information above was compiled from the essay *The History of Military Training at the University of Minnesota*, written by Gary A. Baratta in 1983.

The Armory

The U of M armory housed not only Military Science, but also the Physical Education Department, until new gyms and Cook Hall were built. The Armory held the first swimming pool on campus, which can still be seen today, though it holds supplies rather than water now. The Armory gym housed Gopher basketball games, and the Gopher football team had its locker rooms here because they played on a field just south of the Armory. Our tradition with the Little Brown Jug began at the armory in 1903, when the Michigan team accidentally left it in the Armory locker room after a game. When the Michigan coach asked for it to be returned, the Gophers replied that he'd have to win it back. Now we play Michigan for that jug every year.

CHAPTER II

THE ROAD TO COMMISSIONING

Program Entry Options The following describes program entry options that are available to students that wish to pursue a Commission as an Army Officer through the University of Minnesota Army ROTC program. *Students are encouraged to meet with our Recruiting and Retention Officer to obtain additional information on the entry options and financial benefits outlined below.*

Army ROTC Scholarships Qualified students can apply for four year National Army ROTC scholarships while in high school or pursue a Campus Based Scholarship while earning your degree of choice as an academic freshman, sophomore or junior at the University of Minnesota. Scholarship recipients have the option of receiving 100% payment of their tuition and fees “or” a room and board stipend. Additional benefits include an annual stipend for books and school supplies and a monthly stipend as a contracted cadet.

The Benefits

- Full Tuition “or” a Room & Board Option

- \$1,200 annual book allowance

- ROTC monthly stipend of \$420 a month

- Accession points for Active Duty consideration

Guaranteed Reserve Force Duty (GRFD) Scholarships The GRFD scholarship is designed for people who have prior military service and would like to commission into either the Army National Guard or Army Reserve. These scholarships allow MOS qualified veterans to draw GI Bill benefits while simultaneously receiving scholarship benefits. These scholarships are awarded to the most outstanding applicants. In keeping with high standards of excellence, candidates are selected for scholarships based on an evaluation of their scholastic achievement and extra-curricular accomplishments, not on the basis of financial need.

As a winner of a two year GRFD scholarship, you’re required to enroll in an ROTC class. You are also required to enlist in the Army National Guard or the United States Army Reserve if not already a member. Upon graduation, you must accept a commission, serve on active duty for three to six months at a Basic Officer Leaders Course (BOLC), and serve six years in the Army Reserve or National Guard on a part-time basis.

The Benefits

- Full Tuition

- \$1,200 annual book allowance

- ROTC monthly stipend of \$420 a month

- Montgomery GI Bill (amount varies depending on your previous military service status) SMP kicker, \$350 a month for select MOS

THE ROAD TO COMMISSIONING (Cont')

Simultaneous Membership Program (SMP) You may be able to take advantage of a program that allows you to participate in ROTC and enlist in the Army National Guard (NG) or US Army Reserve (USAR) at the same time, provided a vacancy exist in either a NG or USAR unit. It's called the Simultaneous Membership Program (SMP), and it means that while you're still in college, you can be gaining valuable experience and earning extra income. As a SMP cadet, you will be paid at the rate of at least a Sergeant E-5 for your NG or USAR service. You'll serve as an officer trainee in a NG or USAR unit and perform duties of Second Lieutenant. Once you graduate and commission, you may continue your military service with your NG or USAR unit or during your senior year, compete for active duty service. The ROTC contract that is agreed upon will determine a cadet's status. *You are considered Non-Deployable during your time as an SMP cadet!*

The Benefits

ROTC monthly stipend of \$420 a month

SMP kicker \$350 a month for select MOSs

GI Bill (amount varies depending on previous military service status) Drill pay of E-5 (at least \$417.81)

OSU Incentive Scholarships The University of Minnesota sponsors two ROTC incentive scholarship programs in support of the battalion's recruiting and retention efforts. Scholarship selection and eligibility for scholarship retention are made annually by the Professor of Military Science.

ROTC U of M Cash Incentive Scholarship fund. The program provides an additional \$2,000 per school year to three and four year national scholarship awardees and select non-scholarship cadets to assist with the cost of room and board expenses.

ROTC U of M Nonresident Special Tuition Scholarship. The special tuition program is designed to attract nonresident students interested in ROTC at U of M to the university and attract current nonresident students enrolled at the university to our program. Students selected for first disbursement receive a "*partial waiver*" of their nonresident tuition charges totaling no more than \$1,875 per semester.

Green to Gold Program The Army Green to Gold Program is designed to offer Enlisted Soldiers in the Army the opportunity to earn a commission as Army Officers. This program offers enlisted Soldiers several unique ways to earn a baccalaureate or graduate degree:

Green to Gold Scholarship Option — For Soldiers who are considering leaving Active Duty to attend college while receiving full tuition or room and board (capped), flat rate book payment and a monthly stipend.

Green to Gold Active Duty Option — For Soldiers who want to remain on Active Duty and attend college.

Green to Gold Non-Scholarship — For Soldiers who are considering leaving Active duty to attend college while receiving a monthly stipend.

THE ROAD TO COMMISSIONING (Cont')

Progression Cadets Students that desire to pursue a commission as an Army Officer without the benefit of scholarship, entry in the Simultaneous Membership or Green to Gold programs can receive a commission as a progression cadet. Progression cadets must successfully complete the Professional Military Education (PME) requirements established for commissioning. *Progression cadets are entitled to a monthly stipend upon contracting.*

Meet and remain in compliance with all ROTC program contract and retention requirements.

Successfully complete each academic year of ROTC Instruction – freshman through senior.

Successfully complete the programs professional military history requirement.

Successfully complete the CLC following completion of the Military Science Junior year.

The Benefits

ROTC monthly stipend of \$420 a month

Opportunity to compete for a commission as an Active Duty, Army National Guard or Army Reserve Officer

Contracting Requirements Students must meet the general eligibility criteria listed below to enter into a commissioning contract through the ROTC program. These criteria are subject to periodic change. *Students considering contracting should meet with our Recruiting and Retention Officer.* Contract applicants must:

Be a citizen of the United States.

Be medically qualified.

Be enrolled in courses of instruction as a full-time status of 12 semester credit hours toward a baccalaureate or advanced degree in a recognized academic field of study.

Possess at minimum cumulative 2.0 GPA for non-scholarship and 2.5 GPA for scholarship.

Meet Army height weight requirements IAW AR 670-1.

Receive a passing score on the Army Combat Fitness Test (ACFT).

No record of arrest or civil conviction or successfully receive a waiver for any offense.

Be under 31 years of age on 31 December of year of graduation / Commissioning.

Retention The following are the minimum standards that must be achieved and maintained to remain in good standing as a contacted cadet.

Maintain full time status as a university student with a minimum of 12 semester credit hours or a minimum of 9 semester credit hours a graduate student.

Maintain a minimum of 2.0 GPA each academic semester at OSU and your Military Science Class(s).

Pass record semiannual ACFT events.

Meet Army height weight standards IAW AR 670-1.

Complete academic and program completion requirements as described in student Planned Academic Worksheet.

Successful completion of Cadet Leadership Course (CLC) after academic junior year.

Maintain high moral and ethical standards.

No civil or criminal convictions or arrest without receiving an approved retention waiver.

Satisfactory attendance at all required ROTC activities and training events.

THE ROAD TO COMMISSIONING (Cont')

Required Professional Military Education (PME) Contracted cadets are required to complete the following PME for the purpose of Commissioning.

Completion of one of American Military History (History 3970) - 3 Credit Hours

Cadets should strive to complete the Military History requirement by the conclusion of *their Junior year!*

Successful completion of the Combat Water Survival Swim Test (CWST).

Successful graduation from the CLC.

Achieve a Cumulative GPA of 2.0 on a 4.0 scale and possess a baccalaureate or advanced degree conferred by the University of Minnesota.

Successfully complete the ROTC Advanced Program (MS III and MS IV courses)

Complete a sanctioned Staff Ride or Battlefield Tour

Optional Professional Military Education (PME) A Military Science minor is available to qualified students at the University of Minnesota. Qualification requirements for minor are:

18 Credit hours

Minimum of 14 credit hours must be upper-division

Minimum of 6 hours must be completed in residence the University of Minnesota

GPA of 2.5 with no grade below "C"

Commissioning Criteria

Successfully complete the bachelorette or advanced degree at the University of Minnesota or affiliate school outlined in your approved Cadet Planned Academic Worksheet – CC 104-R.

Successfully meet all retention criterion outlined in the Retention paragraph; above.

Complete all PME and required commissioning paperwork.

Accessions Process (Component and Branch) A National Order of Merit List (OML) ranking of Army ROTC cadets slated for commissioning at the conclusion of the academic school year is compiled by USACC each fall. The outcome of a cadet's ranking among their national peer group can significantly impact selection for a specific component of the US Army (Active Duty, USAR or ARNG) and branch of choice. The information contained in this section will provide an appreciation for USACC's order of merit model and the allocation of accession points.

Academics (40%) *"Largest single Accession Point component"*

Cumulative GPA as of conclusion of MSIII Spring semester.

Note: All degree programs are viewed equally for purpose of accession point allocation (*CUM 3.0 GPA Sociology = CUM 3.0 GPA Engineering*).

THE ROAD TO COMMISSIONING (Cont')

Leadership Program (60%) *"With 45% to Leadership and 15% to Physical Fitness"*

Leadership (45%)

CLC Assessment

Performance

Leadership positions

Leadership attributes/skills/actions

LC Platoon Coach/Mentor Evaluations

PMS Observations "On-Campus"

PMS MSIII CER OML

PMS Accessions OML

PMS Accessions Potential Comments

Cadet Training / Extracurricular Activities

Physical Fitness (15%)

Record ACFT (90%)

Campus fall semester MSIII

Campus spring semester MSIII

Other Athletics (10%)

Varsity, Intramural or Community Team member

Additional Points Science Technology Engineering and Math (STEM) Incentive

ADM 3 (Math & Science Major) 0.5 point to final OMS

ADM 4 (Engineering Major) 1.0 point to final OMS

Extra-Curricular Activities A significant number of accession points can be earned by cadet participation in university and ROTC sponsored extra-curricular activities.

Activity	Points Per Year	Maximum Point Allocation
Color Guard *	5	15
Drill Team *	5	15
Ranger Challenge Team *	5	15
ROTC Recruiter	5	15
USAR or ARNG SMP Member *	5	15
Community Service (Min. 10hrs)	5	15
Student Government	5	15
Band Member *	5	15
Debate Team *	5	15
Elected Official of Organization	10	30
Leader (President / Captain)	10	30
Resident Advisor *	10	30
Peer Educator or Tutor *	5	15
Full time Job (Min 30Hrs/Wk)	10	30
Part Time Job (Min 10Hrs/Wk)	5	15
Total Possible Points:		285

THE ROAD TO COMMISSIONING (Cont')

* Cadets must remain as a member in good standing for the duration of the academic year or through the conclusion of the annual event to earn points for this activity.

ROTC Recruiter Cadets must actively participate in at least two battalion recruiting activities and successfully recruited at least one cadet to enroll into the ROTC program in a given year to earn points for this activity.

Full and Part Time Employment Cadets must be employed the duration of academic school year to earn points for this activity.

Cadets are responsible for maintaining a log of activities for submission and consideration for the receipt of Accession Points. A detailed list of Extra-Curricular activities and year of participation will be submitted to your MSIII instructor for consideration upon the conclusion of your Spring MSIII semester. *Final authority for Accession Point allocation remains with the Professor of Military Science.*

CHAPTER III

QUALITIES OF AN OFFICER

Army Leadership An Army leader is anyone who by virtue of assumed role or assigned responsibility inspires and influences people to accomplish organizational goals. Army leaders motivate people both inside and outside the chain of command to pursue actions, focus thinking and shape decisions for the greater good of the organization. Army leaders, regardless of rank or service, are expected to serve as a role model, fully embrace and enforce the Army core values in and out of uniform: 24 hours a day, 7 days a week (24/7). We expect “no less” from a student that joins the University of Minnesota Army ROTC corps of cadets with an expressed desire to pursue a commission as an Army Officer.

Leader Attributes Leader attributes shape how an individual behaves and learns in their environment. The leader attributes are character, presence and intellect. These attributes capture the values and identity of the leader (**Character**); the leader’s outward appearance, demeanor, actions and words (**Presence**); and the mental and social faculties the leader applies in the act of leading (**Intellect**). Attributes affect the actions that leaders perform. Good character, solid presence and keen intellect enable the core leader competencies to be performed with greater effect.

Leader Competencies There are three categories of competencies. The Army leader serves to **Leads** others; to **Develops** the environment, themselves, others and the profession as a whole; and to **Achieve** organizational goals. Competencies provide a clear and consistent way of conveying expectations for Army leaders.

Core leader competencies apply across all levels of leader positions, providing a good basis for evaluation and focused multisource assessment and feedback. A spectrum of leaders and followers (superiors, subordinates, peers and mentors) can observe and assess competencies demonstrated through leader behaviors.

The Leadership Development Program (LDP) The Army’s Leadership Requirements Model (ALRM) conveys the expectations that the Army wants leaders to meet. The attributes and competencies contained within the ALRM, below, is the primary focus of the Leadership Development Program (LDP) established by USACC, and is the cornerstone of how you will be evaluated in all leadership roles.

QUALITIES OF AN OFFICER (Cont')



Figure 1-1. The Army leadership requirements model

CHAPTER IV

CADET CHAIN OF COMMAND

BATTALION LEADERSHIP

The Cadet battalion's Chain of Command (COC) is appointed prior to the beginning of each academic semester. Selection of senior leaders from the Corps of Cadets is based on academic excellence, Advanced Camp performance and the cadet's overall performance over the course of his or her tenure as a member of the Gopher battalion. The Cadet COC plays a vital role with respect to the planning, resourcing, execution and assessment of battalion training, participation in local events and the leadership development of all cadets.

Company and Platoon leadership responsibilities serve as the catalyst for the leadership development and assessment of select MSI / MSII cadets and our MSIII Class. Positions will be rotated throughout the academic semester to provide cadets the opportunity to serve in multiple leadership roles. The priority focus of this development and assessment process is to prepare our MSIII Class for attendance at CLC upon the conclusion of their academic junior year.

Battalion Commander (BN CDR / LTC = Lieutenant Colonel) is Responsible for all Cadet Battalion activities. Sets goals and designs programs to achieve goals. Provides Cadet BN Commander's Intent and provides purpose, direction and motivation. The Cadet BN Commander sets the direction and standards for the battalion. Specific responsibilities include: the morale and esprit of the battalion; the health and welfare of the battalion; all safety, discipline, and promotions; maintain connectivity inside battalion and with others; and everything the battalion does or fails to do. (Example tasks: Provide commander's intent for FTX; Sets battalion objectives and goals; Communicate with adjacent Cadet BN CDRs).

Battalion Executive Officer (XO / MAJ = Major) The commander's principal assistant for directing, coordinating, supervising, and training the staff except in areas the commander reserves. The commander normally delegates executive management authority to the XO. The XO frees the commander from routine details and passes pertinent data, information, and insight from the staff to the commander and from the commander to the staff. Specific responsibilities include: directs staff tasks; conducts staff coordination; ensures efficient and prompt staff actions; and assumes authority of the battalion commander in their absence. (Example tasks: Provide priorities to staff during FTX planning; Identifies staff priorities for support during the semester; Makes command decisions when BN CDR is not able to).

Battalion Sergeant Major (CSM = Command Sergeant Major) Serves as an intermediary between the Battalion Commander and Cadets. Responsible for insuring standards of appearance and performance is understood and met providing supplementary training as required. Responsible for formations and accountability. Specific responsibilities include: Principal advisor to the commander on the state of morale, discipline, and training of Cadets within the battalion; advises the Battalion Commander on planning, coordinating and supervising activities

CADET CHAIN OF COMMAND (Cont')

of the battalion; responsible for training and execution of drill and ceremonies at all levels; responsible for the appearance of Cadets, equipment and facilities; serves as a link between all Cadets and the Senior Military Instructor; supervises the Battalion PT program; perform other duties as the battalion commander directs.

S-1 (Personnel & Admin. /CPT = Captain) The principal staff officer for all matters concerning human resources, cadet contact rosters, and protocol. Informs all Cadets of enrollment activities. Specific responsibilities include: personnel accountability; manning; personnel actions (promotions and awards); health and welfare programs and activities; unit functions; staff planning and supervision. (Example tasks: Maintains manning documents; Tracks accountability of Cadets; Builds and manages the Cadet contact roster).

S-2 (Intelligence /CPT = Captain) The principal staff officer that conducts mission analysis on all matters concerning the enemy/threat, the environment as it affects the enemy/threat, intelligence, and counterintelligence. OPFOR training and employment; intelligence training; disseminates weather information; and map procurement/distribution. (Example tasks: Develops IPB for FTX; Directs OPFOR during FTX; Tracks weather impacts for training activities).

S-3 (Operations & Training / MAJ = Major) The principal staff operations officer responsible for training, operations and plans. He/she works directly for the cadre S3. Specific responsibilities include: training; operations orders and plans; staff planning and supervision; and coordination of staff responsibility for special staff officers. (Example tasks: Runs Cadet training meeting; Manages the training calendar; Builds and disseminates orders; Manages projects and project officers).

Assistant S-3 (Operations & Training / CPT = Captain) performs duties as directed by the S3.

S-4 (Logistics / CPT= Captain) The principal staff officer responsible for coordinating the logistics integration of supply, transportation, and services for the command. Specific responsibilities include: logistic operations and plans; determining current and projected supply status; supply; transportation services; and staff planning and supervision. (Example tasks: Procures supplies for training events; Coordinates for transportation for battalion; Build logistics running estimate for planning efforts).

S-5 (Civil-Military Operations / CPT = Captain) The principal staff officer that is responsible for coordinating all Cadet recruiting and retention activities and coordinates directly with the cadre enrollment and marketing officer for guidance and missions. Specific responsibilities include: civil-military operations; community relations; staff planning and supervision. (Example tasks: Resource Cadets to support recruiting events; Propose and plan retention events).

S-6 (Communications Officer / CPT = Captain) The principal staff officer that conducts mission analysis on all matters concerning command, control, communications, and

computer operations. Specific responsibilities include: plans and directs unit Signal operations; plans and directs unit command and control; automation management; knowledge management; and staff planning and supervision. (Example tasks: Manage the battalion SharePoint site; Track communications systems during FTX; Coordinate with university IT office for system access).

CADET CHAIN OF COMMAND (Cont')

Ranger Challenge Commander plans and implements Ranger Challenge training in conjunction with the cadre Ranger Challenge coach. Coordinate all logistical and administrative requirements with the staff to include the tracking of Ranger Challenge qualifications and attendance at meetings and PT.

Color Guard Commander plans and implements all battalion Color Guard requirements in conjunction with the Cadre Color Guard Advisor. Coordinate all training, logistical and administrative requirements with the Cadet staff.

COMPANY LEADERSHIP

Company Commander (CO / CPT = Captain) Commands and controls the company; sets goals and monitors progress; prepares schedule and plans; supervises tactical officer/NCO and committee instruction; executes the daily training plans; disseminates information/issues orders; exercises command through the chain of command; inspects and follows up on instructions; designs PT program/approach; and accepts responsible for all unit actions. (Example tasks: Develop company training plans; Write and brief company orders; Attends battalion training meeting).

Company Executive Officer (XO / 1LT = First Lieutenant) Perform duties as assistant to CO; act as CO in absence of the commander; act as liaison between platoon leaders/CO; coordinate and follow up as CO directs; supervise equipment distribution and establish load plans for movement; and maintain accurate accountability. (Example tasks: Coordinate with battalion staff for resourcing; Track movement of company; Act as company commander when they are absent).

First Sergeant (1SG = First Sergeant) Principal advisor to the commander on the state of morale, discipline, and training of cadets within the company; advises the Company Commander on planning, coordinating and supervising activities of the company; advocates for Cadets to the Cadet company chain of command and staff; accounts for personnel during all company level activities and events; conducts company formations; responsible for training and execution of drill and ceremonies at company level; responsible for the appearance of Cadets, equipment and facilities at company level; sets the example for their company in appearance, attitude, conduct, bearing, tact, discipline, and performance; inspect cadets as necessary; and performs other duties as the company commander directs and keeps the company commander informed and the battalion sergeant major informed of all actions in conjunction with assigned position.

PLATOON LEADERSHIP

Platoon Leader (PL / 2LT = Second Lieutenant) Commands and controls the Platoon; executes the tactical officer/NCO and committee instruction; executes training plans; disseminates information/issues orders; exercises mission command through the platoon sergeant and squad leaders; inspects and follows up on instructions; and responsible for all unit actions. (Example tasks: Builds platoon training plan; Issues orders to platoon; Leads platoon during FTX).

Platoon Sergeant (PSG / SFC = Sergeant First Class) Assist the platoon leader; coordinate with squad leaders, organize platoon formations; account for platoon attendance and render report in company formation; supervise issue/turn-in, clean up, equipment, assembly; supervises all platoon movement. (Example tasks: Tracks platoon accountability; Coordinates with XO for resources and supplies).






























Squad Leader (SL / SSG = Staff Sergeant) Informs, controls and accounts daily for personnel and equipment; ensures personal appearance meet standards; supervises distribution of equipment, ration, and ammunition; controls squad formation and movements; prepares and issues OPORDs; conducts squad operations; and ensures squad and squad member equipment is maintained and secured. (Example tasks: Counsel squad members; Direct team employment during FTX; Conduct squad PCC/PCI).

CADET CHAIN OF COMMAND (Cont')

RANK STRUCTURE

<u>AROTC CADET RANKS</u>									
CADET PVT	CADET PFC	CADET CPL	CADET SGT	CADET SSG	CADET SFC	CADET MSG	CADET 1SG	CADET SGM	CADET CSM
CADET 2LT	CADET 1LT	CADET CPT	CADET MAJ	CADET LTC	CADET COL				

ARMY OFFICER, WARRANT OFFICER & ENLISTED RANK

CATEGORY	Insignia of the United States Army						
ENLISTED (Green and Gold)	E-1	E-2	E-3	E-4		E-5	E-6
	 no insignia Private	 Private	 Private 1st Class	 Corporal	 Specialist	 Sergeant	 Staff Sergeant
	E-7		E-8		E-9		
	 Sergeant 1st Class	 Master Sergeant	 1st Sergeant	 Sergeant Major	 Command Sergeant Major	 Sergeant Major of the Army	
WARRANT OFFICER (Silver and Black)	W-1	W-2	W-3	W-4	W-5		
	 Warrant Officer	 Chief Warrant Officer	 Chief Warrant Officer	 Chief Warrant Officer	 Master Warrant Officer		
COMPANY AND FIELD GRADE OFFICER (Gold and Silver)	0-1	0-2	0-3	0-4	0-5	0-6	
	 (gold) 2nd Lieutenant	 (silver) 1st Lieutenant	 (silver) Captain	 (gold) Major	 (silver) Lieutenant Colonel	 (silver) Colonel	
GENERAL OFFICER (Silver)	0-7	0-8	0-9	0-10		0-11	
	 Brigadier General	 Major General	 Lieutenant General	 General		 General of the Army	

CHAPTER V

CUSTOMS AND COURTESIES

Salute The origin of the hand salute is uncertain. Some historians believe it began in late Roman times when assassinations were common. A citizen who wanted to see a public official had to approach with his right hand raised to show that he did not hold a weapon. Knights in armor raised visors with the right hand when meeting a comrade. This practice gradually became a way of showing respect and, in early American history, sometimes involved removing the hat. By 1820, the motion was modified to touching the hat, and since then it has become the hand salute used today.

When to Salute: Cadets in uniform are required to salute when they meet and recognize any officer (Army, Air Force, cadre, or Cadet) except when it is inappropriate or impractical (public conveyances such as planes and buses, public places such as inside theaters, or when driving).

The salute is held until the report is completed and the salute has been returned by the officer. When the business is completed, the Cadet salutes, holds the salute until it has been returned, executes the appropriate facing movement, and departs. When reporting indoors under arms, the procedure is the same except that the headgear is not removed and the Cadet renders the salute prescribed for the weapon assigned.

A salute is also rendered:

When the United States National Anthem, "To the Color," "Hail to the Chief," or foreign National anthems played outdoors.

To un-case National Colors outdoors.

At select ceremonial occasions.

At reveille and retreat ceremonies, during the raising or lowering of the flag.

During the sounding of honors.

When the Pledge of Allegiance to the U.S. flag is recited outdoors.

When turning over control of formations.

When rendering reports.

To officers of friendly foreign countries.

Salutes are not required when:

Indoors, except when reporting to an officer or when on duty as a guard.

Addressing a prisoner.

Saluting is obviously inappropriate. In these cases, only greetings are exchanged.

Example: A person carrying articles with both hands, or being otherwise so occupied as to make saluting impracticable, is not required to salute a senior person or return the salute to a subordinate.

Either the senior or the subordinate is wearing civilian clothes.

Reporting Indoors: When reporting, the Cadet removes his / her headgear, knocks, and enters when told to do so. cadet approaches within two steps of the officer's desk, halts, salutes, and reports,

CUSTOMS AND COURTESIES (Cont')

"Sir (or Ma'am), cadet _____ reports as ordered."

ADDRESSING AN OFFICER Cadets address an officer as Sir or Ma'am while at the position of attention. Further guidance as to the cadet's posture is at the discretion of the officer. Cadets address a group of male officers as Gentlemen and a group of female officers as Ladies.

ADDRESSING A NONCOMMISSIONED OFFICER Cadets address a non-commissioned officer as Sergeant, First Sergeant or Sergeant Major while at the position of parade-rest. Further guidance as to the cadet's posture is at the discretion of the Non-Commissioned Officer.

***This courtesy is given to all Cadet Leaders as well as Cadre, regardless of MS Level**

CHAPTER VI

UNIFORM WEAR & APPEARANCE

General: When Cadets wear Army uniforms, they represent the Gopher Battalion, the Reserve Officers' Training Corps, and the United States Army. Cadets will keep their uniforms neat and wear them with pride. Cadets are responsible for maintaining their uniforms and wearing them in accordance with this handbook and Army/USACC Regulations. Wearing a military uniform is a privilege.

Uniform Guidelines:

Cadet Command Regulation: USACC Regulation 670-1 (Wear and Appearance)

Army Regulation: AR 670-1 (Wear and Appearance of Army Uniforms and Insignia)

Appearance Standards The Army is a uniformed service where discipline is judged, in part, by the manner in which the individual wears the prescribed uniform. Therefore, a neat and well-groomed appearance by cadets is fundamental within the Army and contributes to building the pride and esprit essential to an effective military force. A vital ingredient of the Army's strength and military effectiveness is the pride and self-discipline that American Soldiers bring to their service. It is the responsibility of the Gopher Battalion Leadership (Cadets and Cadre) to ensure that Cadets and military personnel present a neat and Soldierly appearance. It is the duty of all Cadets to take pride in their appearance. Physical fitness and acceptable weight standards are also factors in personal appearance.

Hair Leaders will judge the appropriateness of a particular hairstyle by the guidance in this chapter and by the ability to wear all types of headgear (such as beret, patrol cap, or service cap/hat) and any protective equipment (such as protective mask or combat helmet) properly. Hairstyles (including bulk and length of hair) that do not allow Cadets to wear any headgear properly, or that interfere with the proper wear of any protective equipment, are prohibited. Headgear will fit snugly and comfortably, without bulging or distortion from the intended shape of the headgear and without excessive gaps between the headgear and the head. Hairstyles that pose a health or safety hazard are not authorized. Extreme, eccentric, or faddish haircuts or hairstyles are not authorized. If Cadets use dyes, tints, or bleaches, they must choose a natural hair color. Colors that. Therefore, Cadets must avoid using colors that result in an extreme appearance. Applied hair colors that are prohibited include, but are not limited to, purple, blue, pink, green, orange, bright (fire engine) red, and fluorescent or neon colors. It is the responsibility of leaders to use good judgment in determining if applied colors are acceptable, based upon the over-all effect on a Cadet's appearance. Cadets who have a texture of hair that does not part naturally may cut a part into the hair. The part will be one straight line, not slanted or curved, and will fall in the area where the Cadet would normally part the hair. Cadets will not shape or cut designs into their hair or scalp.

Male

The hair on top of the head must be neatly groomed. The length and bulk of the hair may not be excessive and must present a neat and conservative appearance. The hair must present a tapered appearance. A tapered appearance is one where the outline of the Cadet's hair conforms to the shape of the head, curving inward to the natural termination point at the base of the neck. When hair is combed, it will not fall over the ears or eyebrows. It will not touch the collar, except for the closely cut hair at the back of the neck. The block-cut fullness in the back is permitted to a moderate degree, as long as the tapered look is maintained. Males are not authorized to wear braids, cornrows, twists, dreadlocks, or locks while in uniform or in civilian clothes on duty. Hair that is clipped closely or shaved to the scalp is authorized. Haircuts with a single, un-tapered patch of hair on the top of the head (not consistent with natural hair loss) are considered eccentric and are not authorized. Examples include, but are not limited to, when the head is shaved around a strip of hair down the center of the head (mohawk), around a u-shape (horseshoe), or around a patch of hair on the front top of the head (tear drop). Hair that is completely shaved or trimmed closely to the scalp is authorized.

UNIFORM WEAR & APPEARANCE (Cont')

Sideburns. Sideburns are hair grown in front of the ear and below the point where the top portion of the ear attaches to the head. Sideburns will not extend below the bottom of the opening of the ear. Sideburns will not be styled to taper, flair, or come to a point. The length of the individual hairs of the sideburn will not exceed 1/8 inch when fully extended.

Facial hair. Males will keep their face clean-shaven when in uniform, or in civilian clothes on duty. Mustaches are permitted. If worn, males will keep mustaches neatly trimmed, tapered, and tidy. Mustaches will not present a chopped off or bushy appearance, and no portion of the mustache will cover the upper lip line, extend sideways beyond a vertical line drawn upward from the corners of the mouth, or extend above a parallel line at the lowest portion of the nose. Handlebar mustaches, goatees, and beards are not authorized. If appropriate medical authority allows beard growth, the maximum length authorized for medical treatment must be specific. For example, "The length of the beard cannot exceed 1/4 inch" (see TB Med 287). Cadets will keep the growth trimmed to the level specified by the appropriate medical authority, but are not authorized to shape the hair growth (examples include, but are not limited to, goatees, "Fu Manchu," or handlebar mustaches).

Female

Hair will be neatly groomed. The length and bulk of the hair will not be excessive or present a ragged, unkempt, or extreme appearance. Hair will not fall over the eyebrows or extend below the bottom edge of the collar. Hair styles will not interfere with proper wearing of military headgear

Guidance on unauthorized hair styles, the wear of braids, twist, dreadlocks, and cornrows is located at the following Official Department of the Army Administrative Publications web page URL: http://armypubs.army.mil/epubs/pdf/r670_1.pdf

Wigs or hairpieces may be worn as long as the wig or hairpiece is of a natural hair color and the style and length conform to appearance standards. Wigs are not authorized to cover up unauthorized hairstyles.

Hair-holding devices are authorized only for the purpose of securing the hair. Cadets will not place hair-holding devices in the hair for decorative purposes. All hair-holding devices must be plain and of a color as close to the Cadet's hair as is possible or clear. Authorized devices include, but are not limited to, small plain scrunchies (elastic hair bands covered with material), barrettes, combs, pins, clips, rubber bands, and hair/head bands. Such devices should conform to the natural shape of the head. Devices that are conspicuous, excessive, or decorative, are prohibited. Some examples of prohibited devices include, but are not limited to: large, lacy scrunchies; beads, bows, or claw or alligator clips; clips, pins, or barrettes with butterflies, flowers, sparkles, gems, or scalloped edges; and bows made from hairpieces. Foreign material (for example, beads and decorative items) will not be used in the hair. Cadets may not wear hairnets unless they are required for health or safety reasons, or in the performance of duties (such as those in a dining facility). No other type of hair covering is authorized in lieu of the hairnet.

Physical Training. Long-length hair, as defined in AR 670-1, may be worn in a single ponytail during physical training. A single ponytail centered on the back of the head is authorized in physical fitness uniforms only when within the scope of physical training, except when considered a safety hazard. The ponytail is not required to be worn above the collar. When hair-securing devices are worn, they will comply with the guidelines set in AR 670-1. Hairstyles otherwise authorized in this chapter (such as braids, twists, and locks) may also be worn in a ponytail during physical training.

UNIFORM WEAR & APPEARANCE (Cont')

Wearing of Jewelry and Religious Apparel

The wearing of a wristwatch, wrist identification bracelet, including a conservative style MIA/POW identification bracelet (only one item per wrist), and no more than two rings, one per hand, is authorized with cadet uniforms unless prohibited for safety or health reasons as long as the style is conservative and in good taste.

No jewelry, other than that described in the paragraph above, can appear exposed while in uniform, or in civilian clothes on duty. Pens and/or pencils worn in the pen/pencil slots on the combat uniform coat may be exposed. There are no stipulations on the colors of pens and/or pencils worn in the slots on the combat uniform coat while wearing the uniform. Watch chains or similar items cannot appear exposed. The only authorized exceptions are religious items described in the paragraph below. A conservative tie tack or tie clasp which male Cadets may wear with the black four-in-hand necktie and a pen or pencil that may appear exposed on OCPs.

When on any Army installation or other place under Army control, Cadets may not attach, affix, or display objects, articles, jewelry, or ornamentation to or through the skin while they are in uniform, in civilian clothes on duty, or in civilian clothes off duty (this includes earrings for male Cadets). The only exception is for female Cadets, as indicated in the paragraph below. (The term "skin" is not confined to external skin, but includes the tongue, lips, inside the mouth, and other surfaces of the body not readily visible).

Female Cadets are authorized optional wear of screw-on, clip-on, or post-type earrings with cadet uniforms. Earrings will not be worn with the OCP or physical fitness uniform if the Commander deems them unsafe. Earrings will not exceed 6mm or ¼ inch in diameter. They will be of gold, silver, white pearl, or diamond; unadorned and spherical. When worn, earrings will fit snugly against the ear and will be worn as a matched pair with only one earring per ear lobe. Female cadets must comply with the specifications listed above, when wearing earrings while on duty in civilian clothes, unless otherwise authorized by the Brigade Commander. Male Cadets may not wear earrings when in civilian clothes on duty. When male and female Cadets are not in uniform and off duty, earring wear is not restricted as long as the earrings do not create or support ear gauging (enlarged holes in the lobe of the ear greater than 1.6mm).

Fad devices, vogue medallions, personal talismans, or amulets are not authorized for wear in uniform or on duty.

Attaching, affixing, or displaying objects, articles, jewelry, or ornamentation to, through, or under the skin, tongue, or any body part is prohibited with the exception of earrings worn by female cadets outlined in paragraph 2 (c).

Religious apparel is defined as articles of clothing worn as part of the observance of the religious faith practiced by the Cadet. Religious articles include, but are not limited to, medallions, small booklets, pictures, and copies of religious symbols or writing carried by individuals in wallets or pockets. Except as noted below, personnel may not wear religious items if they do not meet the standards of this regulation (AR 600-20).

Cadets may wear religious apparel, articles, or jewelry with the uniform, to include the physical fitness uniform, if they are neat, conservative, and discreet. "Neat conservative, and discreet" is defined as meeting the uniform criteria of this regulation. In other words, when religious jewelry is worn, the uniform must meet the same standards of wear as if the religious jewelry were not worn.

UNIFORM WEAR & APPEARANCE (Cont')

For example, a religious item worn on a chain may not be visible when worn with the utility, service, dress, or mess uniforms. When worn with the physical fitness uniform, the item should be no more visible than identification (ID) tags would be when wearing the same uniform. The width of chains worn with religious items should be approximately the same size as the width of the ID tag chain. Cadets may not wear these items when doing so would interfere with the performance of their duties or present a safety concern.

Cadets may wear religious headgear while in uniform if the headgear meets the following criteria: subdued in color (black, brown, green, dark or navy blue, or a combination of these colors). Must be of a style and size that can be completely covered by standard military headgear, and it cannot interfere with the proper wear or functioning of protective clothing or equipment. The headgear cannot bear any writing, symbols, or pictures. Personnel will not wear religious headgear in place of military headgear when military headgear is required. For more information on religious accommodations and standards, please refer to AR 600-20 or USACC Regulation 670-1.

Dental Ornamentation The use caps of any unnatural color or texture is prohibited.

Teeth, whether natural, capped or veneered, will not be ornamented with designs, jewels, initials, and so forth.

The unnatural shaping of teeth for nonmedical reasons is prohibited.

The PMS of SMSI will make appropriate decisions in regards to the uniformity and detracting from the uniform on all other statutes not covered in this document.

Tattoos and Branding Extremist, Indecent, Sexist, Racist tattoos or brands are unauthorized.

Guidance on the Army's tattoo and branding policy is located at the following Official Department of the Army Administrative Publications web page URL: http://armypubs.army.mil/epubs/pdf/r670_1.pdf

Cosmetics Standards regarding cosmetics are necessary to maintain uniformity and to avoid an extreme or unprofessional appearance. Males are prohibited from wearing cosmetics, except when medically prescribed. Females are authorized to wear cosmetics with all uniforms, provided they are applied modestly and conservatively, and that they complement both the Cadet's complexion and the uniform. Leaders at all levels must exercise good judgment when interpreting and enforcing this policy.

Eccentric, exaggerated, or faddish cosmetic styles and colors, to include makeup designed to cover tattoos, are inappropriate with the uniform and are prohibited. Permanent makeup, such as eyebrow or eyeliner, is authorized as long as the makeup conforms to the standards outlined above. Eyelash extensions are not authorized unless medically prescribed.

Females will not wear shades of lipstick that distinctly contrast with the natural color of their lips, that detract from the uniform, or that are faddish, eccentric, or exaggerated. Females will comply with cosmetics policy while in any military uniform.

UNIFORM WEAR & APPEARANCE (Cont')

Fingernails All personnel will keep fingernails clean and neatly trimmed. Males will keep nails trimmed so as not to extend beyond the fingertip unless medically required and are not authorized to wear nail polish. Females will not exceed a nail length of ¼ inch as measured from the tip of the finger. Females will trim nails shorter if the PMS determines that the longer length detracts from a professional appearance, presents a safety concern or interferes with the performance of duties. Females may only wear clear polish when in uniform or while in civilian clothes on duty. Females may wear clear acrylic nails, provided they have a natural appearance and conform to Army standards.

Hygiene and body grooming Cadets are expected to maintain good daily hygiene and wear their uniforms so as not to detract from the overall military appearance.

Eyeglasses, Sunglasses, and Contact Lenses Conservative civilian prescription eyeglasses are authorized for wear with all uniforms. Conservative prescription and nonprescription sunglasses are authorized for wear when in a garrison environment, except while indoors. Individuals who are required by medical authority to wear sunglasses for medical reasons other than refractive error may wear them, except when health or safety considerations apply. Cadets may wear sunglasses in the field environment, when required by the PMS for safety reasons or during high glare field environments. Safety glasses will be worn in all training environments as dictated by the PMS.

Eyeglasses or sunglasses that are trendy, or have lenses or frames with initials, designs, or other adornments are not authorized for wear. Cadets may not wear lenses with extreme or trendy colors, which include, but are not limited to, red, yellow, blue, purple, bright green, and orange. Lens colors must be traditional gray, brown or dark green shades. Personnel will not wear lenses or frames that are so large or small that they detract from the appearance of the uniform. Personnel will not attach chains, bands, or ribbons to eyeglasses. Eyeglass restraints (to include bands) are authorized only when required for safety purposes. Personnel will not hang eyeglasses or eyeglass cases on the uniform, and may not let glasses hang from eyeglass restraints down the front of the uniform. Glasses may not be worn on top of the head at any time.

Tinted or colored contact lenses are not authorized for wear with the uniform. The only exception is opaque lenses that are prescribed medically for eye injuries. Clear lenses that have designs on them that change the contour of the iris are not authorized for wear with the uniform. Contact lenses may be restricted by the PMS for safety considerations.

Wearing of the Uniform

When in uniform, always wear the complete uniform; never mix articles of civilian clothing with uniform parts. Your uniform shoes, socks, and all weather coat without insignia may be worn with your civilian clothes, however.

Uniforms will be clean and neatly presented when worn.

The cap will be worn when outdoors. Keep buttons buttoned, zippers closed, and snaps fastened. Footwear and brass must be highly shined.

The Army ROTC uniform will not be worn outside of the United States except by specific authority.

Army ROTC cadets may wear the uniform within the United States and its territories when - -Assembling for the purpose of military instruction.

- Engaging in the military instruction of a cadet corps or similar organization.
- Traveling to and from the institution in which enrolled (ASUs for commercial travel).
- Visiting a military station for participation on military drills or exercises.
- Attending other functions as authorized by the PMS for such wear

UNIFORM WEAR & APPEARANCE (Cont')

No part of the uniform distinctly belonging to the US Army may be worn with civilian clothing. Likewise, no civilian clothing items will be worn when in uniform. The issued uniform will be worn complete unless otherwise directed.

An exception to this is safety equipment required by law or regulation, such as motorcycle helmets and reflective vests when riding motorcycles.

Uniforms will be properly cleaned and maintained. Headgear will be worn at all times when outdoors unless directed otherwise. Headgear is not worn indoors, except on drill floors, or under arms.

Army Combat Uniform (ACU)

ACU's may be worn by cadets who have been issued them by either the ROTC supply tech, from their Active duty organizations or their National Guard or Reserve unit. They should be washed in cold water with mild detergent and hung to dry or on low heat. Velcro closed all pockets and blouse your pants at the top of the boot. Subdued name tapes, U.S. Army tapes, unit patches and authorized tabs will be Velcro or sewn onto to the blouse. All Cadets will wear four color US Flag on the right pocket above the Gopher Battalion patch.

The Cadet Command patch is worn on the left shoulder. The Gopher Battalion patch will be worn on the right shoulder. "US Army" and "Name" tapes are worn immediately above the pocket of the ACU blouse. Subdued qualification badges are worn 1/4 inch

above the "US Army" tape (See AR 670-1, http://armypubs.army.mil/epubs/pdf/r670_1.pdf)

The ACU cap is the basic headgear for this uniform. It will be worn straight on the head so that the cap band creates a straight line around the head parallel to the ground. The cap will be worn so no hair shows on the forehead.

Cadet Officers will wear subdued insignia of rank on the front of the cap centered between the bill and the top edge of the cap. Cadet enlisted members and NCOs will wear the subdued rank in the same manner. Velcro or sewn name tape will be center on back of headgear.

Wearing Army uniforms is prohibited in the following situations:

In connection with the furtherance of any political or commercial interests, or when engaged in off-duty civilian employment.

When participating in public speeches, interviews, picket lines, marches, rallies, or public demonstrations, except as authorized by the first O-5 in the chain of command.

When attending any meeting or event that is a function of, or is sponsored by, an extremist organization.

When wearing the uniform would bring discredit upon the Army, as determined by the commander.

To an establishments where the primary source of revenue is the sale of alcoholic beverages (bars, liquor stores, etc.) or where the primary purpose of the establishment is adult entertainment (strip clubs, adult video stores, etc.)

When specifically prohibited by Army regulations.

UNIFORM WEAR & APPEARANCE (Cont')

Army Combat Uniform (ACU) Operational Camouflage Pattern: The Cadet Uniform when not otherwise directed consists of the following:

- Cap with Cadet Rank (not worn indoors)
- Issued Tan T-Shirt
- OCP Blouse with name tape, rank, and US ARMY (Velcro or sewn on)
- USACC Leadership Excellence Patch on left shoulder
- University of Minnesota-Twin Cities Patch on right shoulder
- OCP Pants with Tan issued belt
- Black or Green socks
- Coyote Tan boots with associated laces

For further guidance and exceptions please refer to USACC Regulation 670-1 by using the QR code in the reference section of this handbook.

Army Service Uniform (ASU) Contracted cadets will be issued the ASU uniform that includes the Army blue (black in color) coat and trousers (dark blue in color) with belt loops and long-sleeved white shirt with shoulder loops and black 4-in hand tie for males. The female ASU consist of the Army blue coat, skirt, a long-sleeved white shirt with shoulder loops and black neck tab. The black beret or service caps are authorized for wear with this uniform. The University of Minnesota AROTC program will attempt to issue a full ASU to non-contracted cadets as well when supplies are available. All cadets are expected to maintain their ASU in a serviceable condition and be prepared to wear the uniform at least once a month. **The name plate will be purchased by the Cadet.**

When the ASU is worn for evening social occasions, Commanders can direct no headgear required for social events. Male Soldiers will wear the black bowtie in lieu of the black 4-in hand tie (purchased by cadet).

Additional guidance on the wear of the Army Service Uniform (ASU) is located in the reference folder found by using the QR code in the reference section of this handbook.

Improved Physical Fitness Uniform (IPFU): The Army IPFU consists of the Army black T-shirt, black shorts, white or black ankle / calf length socks, running shoes and reflective belt (when directed or in limited visibility). This may be supplemented by the addition of the black Army winter top / bottom, long sleeve Army black shirt, black fleece cap and black gloves during cooler weather.

ARMY PHYSICAL FITNESS UNIFORM (APFU) - *Seasonal*

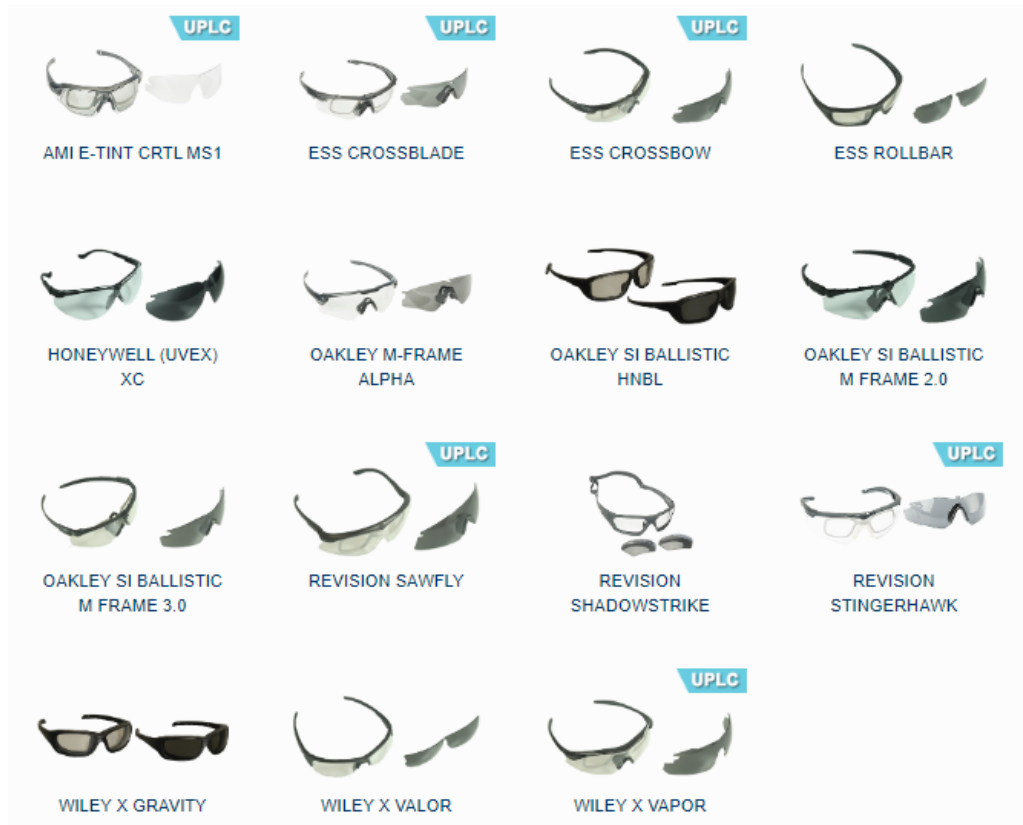


*The black fleece cap and gloves will be worn when directed (usually while outside when temperature drops below 40 degrees).

Uniform for Field Training Exercises (FTX / CFTX / Mega Lead Lab)

The uniform for field training exercises will meet the following criteria as a minimum standard:

ID Tags, ID Cards, Red ID Tag (If applicable), APEL Approved Eye-pro (Listed Below), Gloves, Patrol Cap, OCP Uniform w/ patches, Boots, OCP T-Shirt, Socks, Rifleman Set (FLC or TAP).



Or



CADET AWARDS

General: The objective of the Gopher Battalion awards program is to recognize cadets for exemplary academic, leadership, physical fitness, extra-curricular and special qualifications achieved as a member of the University of Minnesota Army ROTC Corps of Cadets.

Wear: The highest precedence award (ribbon) is worn to the top and right of other awards. Additional awards (ribbons) earned follow by order of precedence with the lowest precedence award at the bottom left. The matrix listing cadet awards by order of precedence is located at the following URL:

<http://www.patriotfiles.com/forum/showthread.php?t=116790>



CHAPTER VII

PHYSICAL FITNESS

The Importance of Physical Fitness Physical fitness is an integral component of leadership and physical fitness is just as important to the accomplishment of the Army's mission as proficiency in military skills, tactical and technical training, and material readiness. Considering our variety of missions in different environments, the complete physical fitness of all Soldiers is most important. All military members must be prepared to perform their skills under extreme physical and mental stress. For Details on the ACFT and Height / Weight please refer to the reference section of this handbook.

Physical Readiness Training (PRT) PRT sessions always include the following elements: preparation, activity, and recovery. Exercises performed during preparation ready Soldiers for more intense PRT activities. Recovery exercises are performed at the end of every PRT session to gradually and safely bring the body back to its pre-exercise state. **The Golden Gopher Battalion conducts regular PRT Monday's Wednesday's and Friday's weekly.**

Army Combat Fitness Test (ACFT)

ACFT Event Scoring: Scoring can be found here: <https://www.army.mil/acft/>

Failure to pass a "Record" ACFT can result in the loss of program benefits and / or other disciplinary action for contracted cadets. A Passing ACFT is required for contracting

Army Height / Weight Standards Compliance with the Army Height / Weight standard is a precontracting and program retention requirement usually evaluated with ACFT events. Compliance is required for all contracted cadets regardless of service component. Screening weights based on gender, height and age group are used as a means to identify possible noncompliance with the Army height / weight standard. *Failure to meet screening weight for your height and age group "does not" constitute non-compliance.*

Cadets that do not meet minimum screening weight requirements will be taped in accordance with procedures outlined in AR 600-9 (The Army Body Composition Program) to determine compliance (pass / fail) with the Army's body fat requirement.

Failure to comply with the Army's body fat standard can result in the loss of program benefits and / or other disciplinary action for contracted cadets.

Additional Information Guidance on the Army ACFT event and Height Weight Standards is located in the cadet reference share drive.

CHAPTER VIII

BATTALION ACTIVITIES

The Gopher Battalion encourages cadets to participate in organizations and activities on campus, as well as those sponsored by Army ROTC. These activities promote leadership opportunities and increase knowledge.

BATTALION CALENDAR EVENTS – *Annual Events*

Award Ceremony A formal battalion award ceremony will be held each spring to recognize Cadets for their superb performance over the course of the academic semester and calendar year. The majority of the external awards, foundation and endowment cash awards are presented during the course of this annual event. *This may be done in conjunction with Spring Commissioning.*

Commissioning The Commissioning ceremony is the culminating point of the Gopher Battalion's leadership development program. Senior Cadets commissioned as an Army officer upon the conclusion of their final academic semester at the University of Minnesota. This event marks the students' transition from cadet to Army Officer. Commissioning ceremonies are scheduled at the conclusion of each academic school year with mid-year and summer commissioning events scheduled as required.

Joint Service Review: A ceremony conducted in the month of April where all the services in the U of M ROTC program are reviewed by the Governor of Minnesota (or appointed personnel). The top Cadets and Midshipmen are presented awards by the command and local organizations.

Recruiting: The Gopher Battalion will host and actively participate in high school and collegiate recruiting events on and off the university campus throughout the academic school year and summer break period. No one is more qualified to discuss life on the university campus and as a member of the "Gopher Battalion" than our corps of cadets. We encourage each of you to share your passion for the program with fellow students on campus and in your hometowns. Many of you will have an opportunity to actively participate in our recruiting events.

JMAC: The Joint Military Athletic Competition is friendly competition consisting of sporting events or other physical activities designed to increase esprit de corps among all the military services in ROTC program.

Ranger Challenge Competition: Ranger Challenge is the varsity sport of Army ROTC. A Ranger Challenge team consists of a primary team of nine and five cadets and two alternates per team. Teams compete against other colleges throughout the nation in head-to-head competition in events such as: patrolling, marksmanship, weapons assembly, one-rope Bridge, grenade assault course, Army Combat Fitness Test, land navigation, and a ten-kilometer road march. Teams that win their respective Brigade competition have the opportunity to compete at the annual Sand Hurst Competition hosted at the US Military Service Academy at West Point.

Army Ten Miler: This event is conducted annually on the second Sunday in October at Washington D.C. There up to eight slots available for this team and they are selected from the Specialty Teams training group. See this website for more details. <https://www.armytenmiler.com/runner-information.aspx>

BATTALION ACTIVITIES (Cont')

Bataan Memorial Death March: This special team's event honors a group of tens of thousands of American and Filipino soldiers who surrendered to Japanese forces during World War II on April 9, 1942. These brave soldiers were responsible for the defense of the islands of Luzon, Corregidor, and the harbor defense forts of the Philippines. There are two courses consisting of 26.2 and 14.2 miles with heavy and light teams' categories. See this website for more details. <http://www.bataanmarch.com/>

Northern Warfare Challenge: This event is conducted annually on the first weekend in February. Teams compete against other colleges throughout the nation in head to head competition in events such as: rope climb, buddy run, skedco pull, and snow shoe event.

ADDITIONAL ACTIVITIES

Football Game Support: The Gopher battalion actively participates in each home football game at Huntington Bank Stadium. Cadets interested in any of the described events should contact their Cadet Chain of Command for further information.

Color Guard The battalion provides a Color Guard for each home game. When possible, a joint service Color Guard, is assembled for this pre-game activity. Color guard tryouts and rehearsals are a prerequisite for cadets interested in participating in this activity.

CADET PROFESSIONAL DEVELOPMENT TRAINING (CPDT)

U.S. Army Cadet Command (USACC) offers a variety of Cadet Professional Development Training (CPDT) opportunities outside of the typical ROTC classroom. Training opportunities include attendance at USACC's entry and intermediate leadership training programs at Fort Knox, Kentucky, earning an Army special skill badge, and the opportunity for cadets (MS III) to gain valuable insight on the role of a Lieutenant serving on active duty.

Basic Camp: Cadets attend the 29 day Leader's Training Course (LTC) during their sophomore to junior summer to receive alternative contracting credit for completion of the Army ROTC freshman and sophomore class. The course is offered in multiple training cycles at Fort Knox, Kentucky over the course of the summer.

Advanced Camp is a course attended by all cadets the summer after completion of their junior MS III year and is located at Fort Knox, Kentucky. This course is designed to further develop a Cadet's potential while being evaluated to shape the cadet ranking on the USACC nation-wide accession Order of Merit (OML) list and prepare cadet's for attendance at the Basic Officer Leader Course (BOLC) after commissioning.

Cadet Practical Field Training (CPFT): The Cadet Practical Field Training (CPFT) program provides Cadets an opportunity to participate in an Army skill badge producing program during the summer. Selection for participation in the CPFT program is competitive. Participant selection criteria and course duration varies. The Cadet Command will provide transportation, billeting and meals to cadets selected for CPFT participation. The following are schools offered to Cadets:

Air Assault School (AASLT): Air Assault School is a ten day course offered at multiple locations throughout the United States. Students receive training on airmobile and air assault helicopter operations, to include aircraft orientation, sling load operations, proper rappelling techniques and fast-rope techniques. The course is composed of learning helicopter insertion techniques, rigorous training and examinations on a myriad course related subjects. The successful completion of all evaluations, exams and a timed 12-mile (19 km) road-march with rucksack are required for graduation.

Airborne School (ABN): Airborne school is a 3 week program hosted at Ft Benning, GA aimed at teaching students how to jump from airplanes using a static line. The curriculum is broken down into Ground Week, Tower Week, and Jump Week.

Army Mountain Warfare School (AMWS): Mountain Warfare School is a 14 day course at Fort Ethan Allen, VT, designed to instruct students in Army operations in mountainous terrain. Graduates of the course get the E skill identifier as a Military Mountaineer. Mountain Warfare School is extremely rigorous.

Northern Warfare School (NWS): Northern Warfare school is a two week program of instruction at Fort Richardson, Alaska. The course provides students basic instruction on cold weather survival techniques, mountain and glacier climbing, navigation and river operations. Northern Warfare school is extremely rigorous.

SAPPER Leader Course (SLC): The Sapper Leader Course is operated by the U.S. Army Engineer School at Fort Leonard Wood, Missouri. The six week, tab producing course is designed to train students in demolitions and other engineer operations.

Cadet Troop Leader Training (CTLT): The CTLT track provides Cadets the opportunity to serve in a Lieutenant level leadership role over a three-to-four-week period with an active-duty Army unit. Assignments include units that are located in and outside of the United States. Cadets are assigned a mentor, and provided on-post lodging and meals at the unit dining facility (DFAC). The CTLT program is exclusively designed for MSIII cadets that are not members of the National Guard or USAR.

Drill Cadet Leadership Training (DCLT): The Drill Cadet Leadership Training program provides Cadets with an opportunity to serve in a Platoon Leader or Executive Officer position with an Army Basic Training (Initial Military Training) Company. Positions vary in duration depending on the host unit and location. Cadets have an opportunity to apply leadership skills, interact with highly skilled and experienced NCOs and Drill Sergeants, and enhance common Soldier task skill proficiency in an Army training environment. This program is exclusively designed for MSIII cadets.

Cultural Understanding and Language Proficiency (CULP): The USACC overseas cultural immersion training program is the only summer training opportunity not under the preview of Cadet Professional Development Training (CPDT) program.

Participation in the summer CULP program provides selected cadets an opportunity to travel abroad to one of over forty countries. Cadets are immersed in the lives and cultures of local citizens of the host country. This experience produces officers who possess the right blend of language and cultural skills required to support global operations in the 21st Century. This program is prioritized for contracted MS II cadets, then contracted MS I cadets depending on the number of slots available for our school. Cadets will be selected based on their ranking on our program's internal Order of Merit (OML) list.

CHAPTER IX

CADET CONDUCT

Civil Violations & Unauthorized Activities

Cadets are representatives of the University of Minnesota Army ROTC Program, 3rd ROTC Brigade, and the United States Army Cadet Command. Any violation that results in an arrest, conviction, or citation may result

US Army Cadet Command and Battalion Policy Letters

A Command Policy Letter establishes Command-wide policy, assigns responsibilities, and provides guiding principles for the conduct of subordinate commands, leaders, and individuals within a command. Violation of a Command Policy may result in punishment under the Uniform Code of Military Justice and depending on the seriousness of the violation may result in criminal prosecution under a US Army Court Martial. In short, they are informative in nature in order to make Commands, Leaders, and individuals aware of their responsibilities and the current Procedures, Policy's, Regulations, and Laws.

Violation of US Army Cadet Command (USACC), 3RD BDE USACC, or UMN Army ROTC Professor of Military Science (PMS) Policy Letters may result in your removal from the ROTC Program. A civil violation resulting in an "arrest" can be grounds for removal from the ROTC program regardless of court outcome.

It is YOUR responsibility to insure you read, understand, and comply with all U.S. Army Cadet Command and Battalion Policy Letters listed below and posted on the policy letters board in the gymnasium and MSIV office.

USACC Policy Letters Commanders Open Door Policy

1. Equal Opportunity Program
2. Equal Opportunity Complaint Procedures
3. Sexual Harassment/Assault Response and Prevention (SHARP)
4. Equal Employment Opportunity (EEO)
5. Anti-Harassment
6. Reasonable Accommodation
7. Promoting Health, Reducing Risk, and Preventing Suicide
8. Cadre-Student Relationships
9. Alcohol Policy
10. Restrictions on the Solicitation, Establishment, and Use of Lab Fees by Military Science Department within U.S. Army Cadet Command (USACC)
11. Filing of Confidential Financial Disclosure Reports (OGE Form 450)
12. Fort Knox Off-Limits Establishments/Areas
13. Fort Knox Bar Letters
14. Fort Knox Cantigny Dining Facility (DFAC) Dress Code

3rd Brigade Policy Letters

1. Open Door Policy
2. Equal Opportunity, Equal Employment Opportunity
3. EO Complaint Procedures
4. Sexual Harassment/Assault Response Prevention (SHARP)
5. Under Revision Alcohol and Drug Use
6. Safety
7. Under Revision Sexual Harassment/Assault Response Prevention (SHARP)
8. Promoting Health, Reducing Risk, and Preventing Suicide
9. Cadre Student Relationships
10. Alcohol and Drug Use
11. Personnel Accountability and Leave Procedures
12. Right of Soldiers and ROTC Cadets to Present Complaints or Request Assistance from the Inspector General
13. Government Travel Cards
14. Defense Travel System
15. Exception to Policy for Wearing Army Combat Uniform (ACU) for JROTC Cadre
16. Security of Laptops and Personally Identifiable Information (PII), Blackberry Use
17. Military Awards
18. Hazing
19. 100 Percent Urinalysis Testing of contracted cadets

Interface with the Media. We live in a dynamic and ever changing world. The innovations of the internet and social media have vastly expanded our ability to communicate and share personal and organizational information on a global scale. It is imperative that each of us maintain a high level of situational awareness with regard to the information that we elect to post or share with public media sources. Safeguarding personal information from compromise and accurately reporting facts associated with our service to the nation and as members of the Gopher Battalion is vital. Contact your ROTC Instructor “**prior to**” participating in any scheduled interview related to the Army ROTC program.

Media Do's and Don'ts Remember operational security - what you say can affect the lives of others.

- Be honest and forthright
- Don't speak for the command or other Soldiers
- Don't speculate about issues you're not involved in - stay in your lane
- Speak in terms familiar to non-military people - minimize acronyms and jargon
- If you don't know the answer to a question - say so!
- Remember that everything you say is 'on the record' and avoid saying 'no comment'
- You do have the right to decline an interview

CHAPTER X

REFERENCES

For all references related to this handbook, please use this QR Code to access the Cadet Reference Google Drive:



Additional references can be found below.

URL References

The Army Publication Web Site: <http://armypubs.army.mil/>

AKO Web site access required for access to this link

The Cadet Command Web Site: <https://rotcblackboard.com> *ROTC Instructors must provide cadet access to this link*

The Army Web Site (Branch Information): www.goarmy.com/

Physical Readiness Training (PRT) Warm-Up: www.youtube.com/watch?v=s6HIWmhyHy4 *PRT Cool Down:* http://www.youtube.com/watch?feature=player_detailpage&v=Fm9-IRXBxGY

ACFT Standards: <https://www.army.mil/acft/>

Army Body Fat Calculator: <http://www.calculator.net/army-body-fat-calculator.html>

How to Assemble a MOLLE Pack: <http://www.youtube.com/watch?v=2WQwG-UwYTA&list=PL406A0F438F952408&index=1>

CONTACT NUMBERS

EMERGENCY: 911 Cadets are directed to “immediately” call 911 for any emergency related to the loss of life, limb, eye sight or observed sexual assault, then contact the nearest Cadre.

DoD Safe Hotline (877) 995-5247

Twin Cities – Campus Services

UMN Police Non-Emergency - 612 624-COPS (2677)

Crime Stoppers (Tip Line) - (651)747-2409

Aurora Center - 612-626-2929

<http://www1.umn.edu/aurora/>

University Health Services - 612-624-0627

<http://www.health.umn.edu/>

University Counseling Services- 612-301-HOPE (4673)

<http://www.uccs.umn.edu/>

Mental Health Services Center - 612-624-1444

<http://www.mentalhealth.umn.edu/>

Student Conduct Office - 612-624-6073

<http://www.oscai.umn.edu/>

ROTC Staff

Main Office	612-624-7300
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Professor of Military Science (PMS)	612-624-2583
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Senior Military Instructor (SMI)	612-626-7588
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Military History Instructor	612-624-8014
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Recruiting Office	612-386-8491
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Human Resource Assistant (HRA)	612-626-1584
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Human Resource Assistant (UMN)	612-624-8090
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Battalion S3 NCOIC	612-624-6912
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Battalion S3 OIC	612-625-4308
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Supply Office	612-624-8035
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