

## Appendix M

### ATTRITION AND LOA CODES

#### 1-1 Attrition Codes

1. Unit Entered Codes. The following codes are to be used by NROTC units for midshipmen who drop during orientation or commissioning.

- a. 9127 - Attrition prior to pipeline entry
- b. 9450 - Commissioned – USN/USNR – Active
- c. 9460 - Commissioned – USN/UNSR – Inactive (SSO Program)
- d. 9470 - Commissioned – USMC/USMCR – Active
- e. 9480 - Commissioned – USMC/USMCR – Inactive
- f. 9490 - Commissioned – Other Service

2. Officer Development Entered Codes. For all other situations OD4 will assign the appropriate attrition code.

a. **Obligated Midshipman to Civilian (90XX)**

(1) Used for an obligated Scholarship or College Program Advanced Standing Midshipman who is not selected for active enlisted service (AES) and who is not to reimburse the Government.

(2) All are listed as “Obligated to civilian” in OPMIS.

b. **Non-Obligated Midshipman to Civilian (91XX)**

(1) Used for a Scholarship Midshipman who has not reached their obligation date or for a College Program Basic Midshipman.

(2) All are listed as “Not obligated” in OPMIS.

c. **Obligated Midshipman to AES Later (92XX)**

(1) Used for an obligated Scholarship Midshipman who is selected for AES, but for whom AES is deferred until graduation or disenrollment from the university, whichever comes first.

(2) All are listed as “To active enlisted service upon graduation” in OPMIS.

d. **Obligated Midshipman to AES Later (93XX)**

(1) Used for an obligated Scholarship Midshipman who is selected for AES but for whom beginning AES is not deferred.

(2) All are listed as “To immediate active enlisted service” in OPMIS.

e. **Recoupment (97XX)**

(1) Used for an obligated Scholarship or College Program Advanced Standing Midshipman who is not selected for active enlisted service (AES), but who is required to reimburse the Government.

(2) All are listed as “Recoupment” in OPMIS.

f. **Other**

(1) Other codes cover situations such as commissioning (94XX), desertion (95XX), and death (96XX).

(2) Listings in OPMIS vary accordingly.

## 1-2 Leave of Absence (LOA) Codes

1. LOA codes are four characters. See Chapter 6 for procedures on assigning or removing students from LOA.

2. The first character represents the basis for the LOA

a. **Academic (A)** – Used for any type of academic deficiency (e.g., failure to obtain or maintain minimum semester or cumulative GPA, failure to complete the Calculus or Physics requirement in the appropriate timeline).

b. **Academic Probation (B)** – Inactive, no longer used.

c. **Aptitude (C)** – Used for any reason in which the midshipmen’s aptitude is in question (e.g., multiple unauthorized absences, poor military bearing).

d. **Special (D)** – Used in special circumstances such as overseas study without benefits or circumstances not covered by other LOA’s. This is not used for any other deficiency (e.g., awaiting BUMED determination, academic actions, or failure to be accepted into advanced programs).

e. **Medical (E)** – Used when directed by BUMED to determine a midshipman’s medical suitability for commissioning.

f. **Undecided/Returning (F)** – Used to suspend benefits in the event a midshipman is undecided if they are going to return to the unit (not common).

g. **Pending Disenrollment (G)** – Used after a PRB has been conducted or waived and the PNS recommends disenrollment. The code will remain while it is being processed through the chain of command for adjudication by the Assistant Secretary of the Navy and final disenrollment documents have been completed.

h. **Co-Op (H)** – Used for midshipmen completing a Co-op requirement to complete a degree plan exists.

i. **Expiration of Benefits (I)** – Used when a midshipman has exhausted all of their entitled benefits.

j. **Interim, Pending PRB (J)** – Used when a midshipman is being processed for a PRB. Starts the day the notification letter is acknowledged by the midshipman and does not usually exceed 30 days. This is not used for any other deficiency (e.g., awaiting BUMED determination, academic actions, or failure to be accepted into advanced programs).

k. **Personal (K)** – Used in cases where a midshipman is granted time to take care of significant personal matters. This is not used for any other deficiency (e.g., awaiting BUMED determination, academic actions, or failure to be accepted into advanced programs).

l. **Disciplinary (L)** – Used in any case where a midshipman is correcting a disciplinary action or pending legal matter. Not used in place of G or J code. The midshipman is placed on L Code upon disciplinary action, J Code upon notification of PRB, and either probation, warning, L (retain on LOA) Code, or G (disenroll) Code, depending on the recommendation of the PNS.

m. **Interim Medical, Pending BUMED (M)** – Used when medical matters are being reviewed by BUMED prior to being cleared or placed on Medical LOA (E Code). This code is used in conjunction with a 30 day medical compliance letter.

n. **Religious Mission (N)** – Used for a midshipman who is partaking in a religious mission, charity, or humanitarian work and will be away from the unit for an extended period not to exceed 24 months. This does not relieve the midshipman of obligation in accordance with their service contract.

o. **Physical Fitness (P)** – Used when a midshipman fails to meet physical fitness standards (e.g., PRT/BCA).

3. The second character denotes the academic term when the LOA began.

- a. 1 - Fall Quarter
- b. 2 - Winter Quarter
- c. 3 - Spring Quarter
- d. 4 - Summer Quarter
- e. 5 - Fall Semester
- f. 6 - Spring Semester
- g. 7 - Summer Semester

4. The third and fourth characters are the number of months the student is expected to remain in LOA status.

# Appendix M

	Warning	Probation	LOA	LOA Code	Disenrollments	Obligated MIDN	Non Obligated MIDN Civilian	Obligated MIDN AES Later	Obligated MIDN AES Now	Any Status → Commission	Any Status → Desertion	Any Status → Death	Any Status → Recoupment	Description
Academic	•	•	•	A	•	9001	91AA	9241	9341				97E1	Academic
Aptitude	•	•	•	C	•	9023	91KK	9223	9323				97C3	Unsuitable
					•	9036	91MM	9276	9386				97I6	Lack of Motivation
Disciplinary		•	•	L	•	9014	91JJ	9234	9334				97D4	Disciplinary
Physical Readiness	•	•	•	P	•								97F5	Physical Fitness Stds
Medical			•	E	•	9045	91HH							NPQ
				M										Interim, pending BUMED
Death					•							9607		Death
Not Selected for Advanced Standing					•		9137							Not selected for Adv Standing
Dropped by Institution					•	9072	91LL		9372				97H2	Dropped by Institution
Failure to Enroll					•	9067	91NN	9287	9397				97J7	Failure to enroll
Desertion					•						9504			Desertion
Other					•	9067								Other
Commission										9434				Denied a commission
										9449				Commission refused
										9450				-> Ensign Active
										9460				-> Ensign Inactive
										9470				> USMC 2nd Lt Active
										9480				> USMC 2nd Lt Inactive
										9490				Comm. In another service
Transfer to another officer program					•		91PP			940E				Xfer to another officer prog.
Interim			•	J										
Expiration of Benefits			•	I										
Special			•	D										Special - Other
				K										Personal - Other
				N										Religious Mission
				F										Undecided if returning
				H										Co-op LOA
Awaiting disenrollment				G										
DOR					•	909G		9259	9359				97G9	Requested AES/Recoup?
							91BB	9269	9369					Directed AES
							91CC							Dislike of travel
Color Key							91DD							Bad cruise
Academic							91DD							Dislike for military
Aptitude							91EE							Enter other profession
Disciplinary						9058	91FF							Financial
Physical Readiness							91II							Hardship
Medical							91GG							Personal
DOR							9127							Attrite prior to program entry
Commission													97A7	Conscientious Objector Other
Other							91NN	9287	9397				97J7	

• This condition is specifically discussed in the body of the ROD

For LOA codes, select the primary reason for placing the student on LOA from the left side and find the appropriate letter code under the "LOA Code" column.  
For Disenrollment codes, select the status change from the top and find the code in the row with the appropriate description on the right.