

DEPARTMENT OF THE NAVY

NAVAL SERVICE TRAINING COMMAND 2601A PAUL JONES STREET GREAT LAKES, ILLINOIS 60088-2845

> NSTCINST 1533.14B N9 25 Jan 25

NSTC INSTRUCTION 1533.14B

From: Commander, Naval Service Training Command

Subj: NAVAL RESERVE OFFICERS' TRAINING CORPS PREPARATORY PROGRAM SCHOLARSHIP RESERVATIONS

Ref: (a) NSTCINST M-1533.2 (Series)

Encl: (1) NSTC 1533/112, Certifications and Statements of Understanding for Naval Reserve Officers' Training Corps Applications

- (2) NSTC 1533/102, Debarment and Suspension from Receipt of Federal Assistance Statement for National Naval Reserve Officers' Training Corps Application
- (3) NSTC 1533/101, Drug Statement for Naval Reserve Officers' Training Corps Application
- (4) Naval Reserve Officers' Training Corps Unit Preparatory Program Prescreening Request
- (5) NPS Nomination Data Letter
- 1. <u>Purpose</u>. Naval Reserve Officers' Training Corps (NROTC) scholarship reservations for Midshipmen (MIDN) Candidates participating in university sponsored NROTC preparatory programs support expanded partnerships between the program and universities. The partnerships are designed to increase Naval Officer opportunities by developing previously untapped talent and potential.
- 2. Cancellation. NSTCINST 1533.14A.

3. Background

- a. NROTC Preparatory Programs direction, management, and evaluation are the responsibility of a Naval Preparatory Programs (NPP) Director. The Director is the focal point for national program implementation, responsible directly to the Commander, Naval Service Training Command (CNSTC) for coordinating inputs from participating Professors of Naval Science, university administrators and supporting secondary schools as required to facilitate program execution.
- b. The Naval Reserve Officer Training Corps Preparatory Program Scholarship (NPS) Reservation is an additive effort to the Continuous National Selection Board (CNSB), Immediate Scholarship Reservation (ISR), and NROTC 1-, 2-, and -3 Year Scholarship, , allowing Naval Service Training Command (NSTC) to recruit and educate a year-group of officers that best reflects the projected future needs of the Navy.

- c. The NPS is part of a 5-year education program, where a student attends a University's Preparatory Program for the first year and then enters the NROTC Navy Option Program, earns a 4-year degree and a Navy commission.
- (1) The preparatory year is funded by a university or through other non-Navy funds and is designed to improve students' academic and life skills to the point where they are prepared to compete in the rigorous academic challenges associated with the NROTC program.
- (2) After successful completion of the University's Preparatory Program, upon meeting the qualifications and selection requirements set forth in this instruction, the student is awarded an NROTC National Scholarship. Up to 40 months of benefits provided by the scholarship will begin the term following completion of the University's Preparatory Program.
- (3) NROTC Units will advise their affiliated institutions in order to assist them in developing an NROTC Preparatory Program tailored to the respective university and students. The NROTC units will assist with the universities' NROTC Preparatory Programs without the interference of NROTC duties.
- (4) As the educational experts and to ensure the success of the university funded NROTC preparatory students, NPP universities are requested to designate additional university faculty, facilities and resources to their NROTC Preparatory Programs.
- d. The Navy is committed to reserving scholarships for the University NROTC Preparatory Programs which most successfully expand opportunities and prepare students for success in the rigorous NROTC program and as Naval Officers. As such, the Director NROTC Preparatory Programs will recommend reallocations of NPS reservations annually. To support this recommendation, the Director shall periodically collect academic and expense data from the Navy and participating universities. Following CNSTC approval, in November of each year the Director will publish the annual NPS reservation allocation. It will provide the number of reservations available to particular University Preparatory Programs beginning approximately 21 months later. Throughout the year, the Director may reallocate unused NPS reservations. CNSTC retains the authority to add or remove schools from the NPS reservation list.
- e. The Navy anticipates universities will work to fully fund and award a number of NPSs that is at least equal to the number of NPS reservations designated to that university in the annual reservation allocation. The number of scholarship reservations allocated to new university programs is determined via a separate agreement reached between the Navy and university. Universities interested in starting a preparatory program shall be referred to the NROTC Preparatory Programs office.
- f. Given the rigorous nature of the NROTC preparatory program, universities are encouraged to award scholarships to alternate candidates. The Navy will support alternate candidate prescreens, Naval Service Indoctrination (NSI) and uniforms for 33% over each universities' scholarship reservations. For example, the Navy will support up to 13 candidates for a University NROTC Preparatory Program with 10 annual NPS reservations.

If primary NROTC preparatory candidates do not successfully complete the Preparatory Program, the Navy will award their reserved scholarships to the university's next alternate. If desired, all alternates who finish the preparatory year in good standing will be accepted into the NROTC program as college programmers.

- g. For alternate MIDN Candidates to be eligible to receive a transfer reservation, the University NPS awarding office must forward the names of alternates to the Preparatory Programs office and the affiliated NROTC Unit must enter them into the Online Program Management Information System no later than 15 September of their preparatory year.
- 4. <u>Eligibility</u>. Minimum eligibility to receive a reservation for a follow-on Navy Option NROTC scholarship (NPS reservations only apply to Navy option MIDN), University Preparatory Program MIDN Candidates must meet all of the following requirements:
 - a. Be a U.S. citizen or be in the process of obtaining U.S. citizenship
- b. Be at least 17 but not greater than 22 years of age prior to the beginning of the college academic year of intended enrollment
 - c. Be a high school senior
- d. Have no moral obligations or personal convictions that will prevent bearing of arms and supporting and defending the Constitution of the United States against all enemies, foreign and domestic or to taking an oath to perform such acts
- e. Apply to one of the Preparatory Programs at a university affiliated with a NROTC Unit by completing the specific university's application process
- f. NPS students must be administratively and physically qualified to serve as officers in the United States Navy. NSTC Officer Development (N92) applicant prescreens will significantly reduce the number of administrative, physical or medical disqualifications of NPS students.
- g. To obtain a prescreen, prior to the university making an offer, the affiliated NROTC Unit will forward enclosures (1) through (4) to NSTC N92 and proof of U.S. citizenship or that they are in process of obtaining their U.S. citizenship.

5. Application Process

- a. Navy Junior Reserve Officers Training Corps (NJROTC), Area Managers, and Senior Naval Science Instructors (SNSIs) will publicize and encourage qualified students to apply for University NPSs. Specific University NPS applications can be found on respective university websites or via the affiliated NROTC unit. The Preparatory Programs office shall also maintain web links to all participating university applications.
- b. NJROTC SNSIs will recommend those students who apply to Preparatory Programs by completing the universities recommendation form (as applicable).

- c. NROTC units will be available to review University NPS applications and ensure the applicants are qualified. At a minimum, NROTC units will verify applicants are:
 - (1) U.S. citizens
 - (2) Physically fit
 - (3) Have no prior drug use or have received a drug waiver from NSTC 92
 - (4) Have no known disqualifying medical conditions
 - (5) Positively recommended by the SNSI, if applicable
- d. Prior to universities making scholarship offers, the affiliated NROTC unit will forward enclosures (1) through (3) and proof of U.S. citizenship to NSTC N92, utilizing enclosure (4).
- e. NSTC N92 will coordinate with the Department of Defense Medical Examination Review Board (DoDMERB) to begin the medical process (optimally prior to NPS selection) on the applicants. The nominee must complete their DoDMERB physical examination on the earliest possible date. The purpose of the physical examination is to determine whether a medical or physical condition exists that may disqualify selectees from service as Naval Officers. Upon completion of the medical determination, DoDMERB will notify the selectees and NSTC N92 of each nominee's status. NSTC N92 will keep the NROTC Unit informed of the medical status of applicants. The NROTC units will provide this information to their University's NPS awarding office.
- f. Affiliated NROTC Units will coordinate with the university's admissions and NPS awarding office to verify that the student has applied and advise the University NPS awarding office of the applicant's medical status, physical fitness, and the characterization of the SNSIs recommendation. Ensure university NPS awarding offices understand that the applicants who are pending medical qualification, not physically fit, have not received a drug use waiver from NSTC N92, or who did not receive a positive recommendation from their SNSI may not be eligible for an NROTC scholarship even if they complete the university's Preparatory Program.
- g. NROTC units will provide the NROTC Preparatory Programs office the names of all applicants receiving University NPS offers and notify them when applicants have accepted NPS offers. To prevent late candidate decisions which impacts scheduling, affiliated NROTC commanding officers shall send congratulatory letters to students receiving University NPS offers and require them to accept within a reasonable timeframe (generally within two weeks).
- h. University NPS awarding offices are encouraged to make continuous NPS offers from October through April. This will allow sufficient time for prescreens, scheduling of NSI and reallocation of unfilled NPS reservations.
- 6. Post University Offer Acceptance

- a. After a student accepts a University's NPS offer, the Director NROTC Preparatory Programs will send the student a letter stating the nominee has a follow-on scholarship reservation and that the activation of their reserved scholarship is contingent upon them meeting all requirements. This includes full medical qualification, successful completion of NSI, successful completion of the University's Preparatory Program, and receiving the affiliated NROTC Units Commanding Officer's endorsement. Further, the student will no longer be considered for other NROTC scholarships.
- b. Selectees will be slated to attend NSI the summer prior to the beginning of the University's Preparatory Program. Attendance and successful completion of NSI is required to maintain their NPS reservation.
- c. Selectees will then attend and complete the University's NROTC Preparatory Program. Continuous attendance and successful completion (as outlined in the program's agreement document) of the University's Preparatory Program is required to maintain their NPS reservation.
- d. While enrolled in the University's Preparatory Program the selectees will be considered MIDN Candidates and participate in appropriate NROTC Unit activities as determined by the NROTC Unit CO. At a minimum the NROTC Unit will enter MIDN Candidates' personal data into OPMIS and record semester grade point averages, physical readiness test scores, and the appropriate code in the "Prep Program" data field.

7. Board Actions

- a. At the end of the Universities Preparatory Program, using the format in enclosure (5), NROTC Units will notify NSTC N92 of the completion status of the MIDN Candidates.
- b. NSTC N9 will ensure that each MIDN Candidate meets the required criteria and has no disqualifying factors and shall present the completions status, PNS recommendation, and PNS ranking of alternate candidates.
- c. A percentage of the annual Navy ROTC scholarships will be reserved for schools with Preparatory Programs which successfully produce qualified MIDN Candidates. Each school with a Preparatory Program will be awarded a maximum number of scholarships. The Preparatory Program reserved scholarships are school specific and may not be moved between Preparatory Programs.
- d. Nominees will be validated for available scholarships against MIDN Candidates from the same college or university. If the board finds a MIDN Candidate failed to successfully complete the NPP, they will select the best qualified alternate from the same university.
- e. The CNSB will evaluate each eligible MIDN Candidate using the current CNSB NPP selection board precept.
 - f. Final approval authority of board results will be with CNSTC.

8. Post-Board Action

- a. Following final approval of the board results by CNSTC, NSTC N04 will send a letter notifying selectees that their NPP scholarship is available for activation and NSTC N93 will enter the appropriate program/option code in OPMIS allowing the scholarship to be activated.
- b. NPP selectees are authorized to be reimbursed for travel to the university once their scholarship has been activated.
- c. The PNS will appoint the selectees as MIDN and ensure subsistence payments commence on the date that the scholarship is activated.
- d. NPP selectees must register for all classes at their assigned NROTC school. Selectees must obtain prior written approval from NSTC N93 Student Operations to take any classes (except for Naval Science courses) elsewhere. NSTC N93 will consider all such requests on a case-by-case basis.
- 9. <u>Records Management</u>. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 January 2012.
- 10. Review and Effective Date. Per OPNAVINST 5215.17A, NSTC will review this instruction annually on the anniversary of its effective date to ensure palpability, currency, and consistency with Federal, DOD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction.
- 11. <u>Forms</u>. The following forms are available for download online via the Naval Service Training Command website: https://www.public.navy.mil/netc/nstc/NSTC_Directives/appendices.aspx
- a. NSTC 1533/112 Certifications and Statements of Understanding for Naval Reserve Officer Training Corps Applications:
- b. NSTC 1533/102 Debarment and Suspension from Receipt of Federal Assistance Statement for National Naval Reserve Officers Training Corps Application
 - c. NSTC 1533/101) Drug Statement for Naval Reserve Officer Training Corps Application

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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via the Naval Service Training Command issuance website,

http://www.netc.navy.mil/nstc/NSTC Directives/instructions.html

CERTIFICATIONS AND STATEMENTS OF UNDERSTANDING (SOU) FOR NAVAL RESERVE OFFICER TRAINING CORPS (NROTC) APPLICATIONS

OMB CONTROL NUMBER: 0703-0026 OMB EXPIRATION DATE: 01/31/2026

AGENCY DISCLOSURE NOTICE

The public reporting burden for this collection of information, OMB-0703-0026, is estimated to average 3 hours and 35 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or burden reduction suggestions to the Department of Defense, Washington Headquarters Services, at wmail.mil.

Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number.

PLEASE DO NOT RETURN YOUR RESPONSE TO THE EMAIL ADDRESS ABOVE.

Responses should be sent to:

Naval Service Training Command NROTC

Selection and Placement, N92 320A Dewey Avenue Bldg 3. Rm 106 Great Lakes, IL 60088

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

PRIVACY ACT STATEMENT

AUTHORITY: 5 U.S.C. § 301, Departmental Regulations; 10 U.S.C. 2107 (Financial Assistance Program); E.O. 9397 (SSN), and System of Records Notices (SORNs) N01130-1 and N01080-3.

PURPOSE(S): To manage and contribute to the recruitment of qualified men and women for officer programs and the regular and reserve components of the Navy. To ensure quality military recruitment and to maintain records pertaining to the applicant's personal profile for purposes of evaluation for fitness for commissioned service. The information you provide will be used to determine whether you qualify, and should be nominated for, an NROTC Scholarship. If you are nominated, the information will be used to enroll you into NROTC and will be used by the Navy in its management of the NROTC program.

ROUTINE USE(S): Information provided on the application will be used to screen and select individuals to receive scholarships, maintain data on the scholarship program, compare scholarship applicants from previous or subsequent years, and provide academic data and contact information to Navy activities and admissions officials at colleges and universities for recruitment purposes. Other uses may include providing the information to officials and employees of: the Department of Transportation; other agencies of the Executive Branch upon request in relation to the management of quality of military recruitment; the Department of Veterans Affairs and Selective Service Administration in relation to enlistment or reenlistment eligibility; Federal, state or local agencies that maintain civil, criminal and other relevant information pertaining to the letting of contracts; in response to an inquiry from a congressional office of record for an individual; to the Office of Personnel Management (OPM) to carry out legally authorized government-wide personnel management functions and studies; and to the General Services Administration (GSA) for the purposes of records management under the authority of 44 USC § 2904 & 2906. Information provided in this application is protected by the Privacy Act and will not be released outside of the Department of Defense without your permission, unless it comes with an exception to the Act, or one of the routine uses in 32 C.F.R. § 701.112, https://www.navy.mil/privacy.asp and the routine uses set forth here. If you are nominated for an NROTC Scholarship, the information will be released to the top five schools you indicated on your application. Your information and notification of status may also be provided to your high school so they may assist with the final stages of the process.

DISCLOSURE: Voluntary - However, failure to do so may result in our inability to process your application for the NROTC program. Note that the Social Security number (SSN) is required at the time of application to ensure proper identification of the applicant. There are times applicants have the same names, therefore the collection of SSN is required to ensure proper identification.

More information on the SORNS can be found at the following link(s):

http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6411/n01 131-1.aspx, http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6410/n01080-3.aspx.

Enter your initials in the box provided.

CERTIFICATIONS

- I certify that all of the information that I provided in the electronic application is complete and correct to the best of my knowledge.
- I certify that I have no moral obligations, personal convictions or beliefs, which would prohibit my serving in an unrestricted military status. This includes the bearing of arms and supporting and defending the Constitution of the United States against all enemies foreign and domestic.
- 3. I certify that I solely composed the essay(s) submitted with my electronic application.

STATEMENTS OF UNDERSTANDING

of the Navy.

- I understand that the information that I have provided electronically is only a partial application and that I must complete all additional requirements and achieve qualifying SAT/ACT scores before my application will be processed.
- I understand that I must enroll in the Tier Major that is contained in my application that was presented before the board. See the following link for details on academic Tier Majors: https://www.nrotc.navy.mil/scholarships_criteria.aspx
- I understand that I will receive scholarship benefits for a maximum of four academic years. However, if I receive my

 Baccalaureate Degree earlier than four academic years, I shall not be eligible for any further scholarship benefits. See the following link for details on scholarship benefits: https://www.nrotc.navy.mil/scholarships.aspx
- 4. I understand if I enter the NROTC program having already earned college credit, I am expected to use any allowable credits towards my degree to accelerate the completion of my Baccalaureate Degree.
- I understand that upon successful completion of the NROTC program, I may be offered a commission in one of the Navy's Unrestricted Line communities (Surface Warfare, Submarine Warfare, Aviation, Special Warfare, and Explosive Ordinance), requiring a minimum of five years of active military service. If I do not accept my commission, I may be required and have an obligation to pay back the government of the United States of America an amount equal to the benefits I received under the scholarship, or serve a period of Active Enlisted Service at the discretion of the Secretary
- 6. I understand that I will be required to sign and agree to the terms in the NROTC Scholarship Contract (NSTC 1533/135) upon activating my scholarship when I report to my assigned NROTC unit.
- I understand that if any of the information I provided herein or in any part of my application is inaccurate, false or misleading, it may result in my non-selection for an NROTC scholarship and make me ineligible for continued participation in the NROTC program.

Warning: Any intentionally false or misleading statement, certification, or response you provide is a violation of the law punishable by a fine of not more than \$10,000, or imprisonment of not more than 5 years, or both (18 U.S.C. § 1001).

Signature of Applicant	Signature of Witnessing Official	
Printed Name of Applicant	Printed Name of Witnessing Official	
Date	Date	

DEBARMENT AND SUSPENSION FROM RECEIPT OF FEDERAL ASSISTANCE STATEMENT FOR NATIONAL NAVAL RESERVE OFFICERS TRAINING CORPS (NROTC) APPLICATION

OMB CONTROL NUMBER: 0703-0026 OMB EXPIRATION DATE: 01/31/2026

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ROUTINE USE(S): Information provided on the application will be used to screen and select individuals to receive scholarships, maintain data on the scholarship program, compare scholarship applicants from previous or subsequent years, and provide academic data and contact information to Navy activities and admissions officials at colleges and universities for recruitment purposes. Other uses may include providing the information to officials and employees of: the Department of Transportation; other agencies of the Executive Branch upon request in relation to the management of quality of military recruitment; the Department of Veterans Affairs and Selective Service Administration in relation to enlistment or reenlistment eligibility; Federal, state or local agencies that maintain civil, criminal and other relevant information pertaining to the letting of contracts; in response to an inquiry from a congressional office of record for an individual; to the Office of Personnel Management (OPM) to carry out legally authorized government-wide personnel management functions and studies; and to the General Services Administration (GSA) for the purposes of records management under the authority of 44 USC § 2904 & 2906. Information provided in this application is protected by the Privacy Act and will not be released outside of the Department of Defense without your permission, unless it comes with an exception to the Act, or one of the routine uses in 32 C.F.R. § 701.112, https://www.navy.mil/privacy.asp and the routine uses set forth here. If you are nominated for an NROTC Scholarship, the information will be released to the top five schools you indicated on your application. Your information and notification of status may also be provided to your high school so they may assist with the final stages of the process.

DISCLOSURE: Voluntary - However, failure to do so may result in our inability to process your application for the NROTC program. Note that the Social Security number (SSN) is required at the time of application to ensure proper identification of the applicant. There are times applicants have the same names, therefore the collection of SSN is required to ensure proper identification.

More information on the SORNS can be found at the following link(s):

http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6411/n01 131-1.aspx, http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/ 6410/n01080-3.aspx.

On February 18, 1986, Executive Order (EO) 12549, Debarment and Suspension, authorized establishing a government-wide system for excluding, in appropriate cases, individuals and legal entities from participating in Federal financial and non-financial assistance programs and activities. The General Services Administration (GSA) is responsible for developing, maintaining and distributing a list of persons excluded from non-procurement programs. The list indicates participants who are debarred, suspended or voluntarily excluded from programs and activities involving Federal financial and nonfinancial assistance and benefits under EO 12549 Transactions covered by this rule include, but are not limited to: Non-procurement transactions between an agency and a person, including grants, corporation agreements, scholarships, fellowships, contracts of assistance, loans, loan guarantees, etc. The NROTC Scholarships fall under this rule. A person currently debarred or suspended from receiving Federal financial assistance is not eligible to apply for the NROTC College Scholarship Program. , certify I am not debarred from participating in Federal financial assistance programs. Signature of Applicant Signature of Witnessing Official Printed Name of Witness Applicant Social Security Number Date Date For NSTC use only: Applicant Serial #:

DRUG STATEMENT FOR NAVAL RESERVE OFFICER TRAINING CORPS (NROTC) APPLICATION

OMB CONTROL NUMBER: 0703-0026 OMB EXPIRATION DATE: 01/31/2026

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More information on the SORNS can be found at the following link(s):

http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6411/n01 131-1.aspx, http://dpclo.defense.gov/Privacy/SORNsIndex/DODComponentArticleView/tabid/7489/Article/6410/n01080-3.aspx.

1. physic	čian or dentist?	Yes	No	
,	you ever used LSD, Marijuana, sn n harmful, or habit-forming drugs	and/or chemicals?	otics, stimulants, or othe	
		Yes	No	
		stion above, provide a detailed explanat nd period over which taken, and comple		
	a. Type of drug(s) used:			
	b. Approximate number of time	s used:		
	c. Amount taken:			
	d. Method by which taken:			
	e. Inclusive dates of use (be spe-	cific):		
	f. Were you convicted or arreste	ed for the drug use admitted?		
	g. Circumstances under which the	he drug use occurred such as experiment	tation, peer pressure, etc	
3. (Initia	nl): 	I fully recognize the negative influer categorically reject the abuse of drug future.	C	
SIGNA	TURE OF WITNESSING OFFICE	IAL PRINTED NAME OF WI	TNESSING OFFICIAL	
S	IGNATURE OF APPLICANT	PRINTED NAME (OF APPLICANT	
	N	NSTC N9 USE ONLY		
Approve		Disapprove		

1533 SER DD Mmm YY

From: NROTC Unit To: NSTC (N92)

Subj: NROTC UNIT PREPARATORY PROGRAM SCHOLARSHIP PRESCREEING REQUEST ICO

Encl: (1)Statement of Understanding

- (2) Drug Statement
- (3) Debarment Statement
- (4) Proof of Citizenship
- 1. The subject named Cadet is applying for a NROTC Preparatory Program Scholarship, enclosures (1)through (4), and the following information is forwarded for consideration:
 - a. Last Name, First Name, MI
 - b. Date of Birth
 - c. Full mailing address
 - d. Phone number
 - e. Email address
 - f. High School, City, State
 - g. Tier and Major

F. M. LAST

1533 SER DD Mmm YY

From: Commanding Officer, NROTC Unit

To: NSTC (N92)

Subj: NPS NOMINAION DATA LETTER ICO

- 1. The following information is provided for nomination for NROTC 4-Year scholarship:
 - a. Preparatory Program Cumulative GPA
 - b. Final PRT Score
 - c. Tier/Major
- d. MIDN Candidate has successfully completed the University's Preparatory Program.
 - e. MIDN is recommended for an NROTC 4-Year scholarship.

F. M. LAST