



DEPARTMENT OF THE NAVY

NAVAL RESERVE OFFICERS TRAINING CORPS
SAVANNAH STATE UNIVERSITY
BOX 20299
SAVANNAH, GA 31404-9701

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SSU/247
May 11, 2010

Dear Midshipman Candidate,

Welcome to the Naval Reserve Officer Training Corps (NROTC) program at Savannah State University/Armstrong Atlantic State University! You have much to look forward to as your freshman year approaches. The Naval ROTC Unit will begin the 2010-2011 school year with an orientation program called Indoctrination For Midshipmen or "INFORM." Please read this letter and the following enclosures very carefully to ensure that you understand what is required of you and are ready to fully participate on day one at INFORM.

Enclosures:

1. What is INFORM?
2. NROTC INFORM Schedule
3. Physical Fitness Assessment (PFA) Information – for Navy Options
Physical Fitness Test (PFT) Information – for Marine Options
4. Proper Civilian Attire (PCA) Guide
5. Freshmen INFORM Checklist
6. Uniform Measurements
7. Emergency Contact Information Sheet
8. Report of Medical History Form
9. Unit Information Sheet
10. NSTC Hold Harmless Agreement
11. Damage Control Trainer Medical Form
12. Tattoo Screening Form
13. Naval Science Course Table
14. Naval Science Course Program of Study
15. Sample Physical Training Workouts and Third Class Swim Test Requirements
16. MCRD Parris Island Hold Harmless Agreement
17. Marine Science Seminar Assumption of Risk Form

When: 09:00 A.M., Sunday, August 1 through 6:00 P.M. Friday August 6, 2010.

What: The purpose of the orientation period is to give you a brief indoctrination into Naval ROTC, complete your administrative in-processing, have you fitted for uniforms, and welcome you as a member of the Navy and Marine Corps Officer Class of 2014.

The week will consist of acclimation to military concepts of the Navy and Marine Corps. Please see the projected schedule of events in **enclosure (2)**.

Physical fitness is a way of life in the Navy and Marine Corps. Throughout your naval career, you will be required to pass a semi-annual Physical Fitness Assessment (PFA). Furthermore, performance on the PFA is used as an indicator of aptitude for naval service. I recommend that you begin the transformation today with a routine of exercise, proper diet, and get ready for an experience of a lifetime! We motivate, we mentor, we engage in learning, and we have fun along the way. Sample workouts can be found in **enclosure (15)**. Diet information can be found at www.mypyramid.gov.

In preparation for the physical fitness portion of orientation we recommend that you train and condition your body to meet the Navy and Marine Corps standards highlighted in **enclosure (3)**. The Navy PFA consists of a mile-and-a-half run, a sit-reach, as well as push-ups and sit-ups scored in two-minute brackets. We will run the PFA for scores twice a year. By the end of your freshman year, Navy midshipmen must be able to meet the minimum of Satisfactory Marginal standards in the applicable age group. Upon reaching your senior year, to be commissioned in the Navy, you must meet the standards in the "Good Low" category.

Marine Corps option students will be tested twice a year on the Marine Corps Physical Fitness Test (PFT) which will consist of a 3 mile run, sit-ups completed in two minutes, dead-arm hang pull-ups for males and a timed flexed arm hang for females.

Swimming is another vital skill required of all personnel serving or planning to serve in the naval services. Students will be expected to pass the Third Class Swim Test before the end of their Fourth Class Year in the NROTC program. The Third Class Swim Test consists of an abandon ship jump (5-feet+ deep water jump), fifty yard swim, five minute prone (face down) float, and a shirt or trouser inflation. **Students who are weak swimmers are strongly encouraged to practice swimming and take professional swim lessons prior to arriving for INFORM.** Students will be tested twice a year for the Third Class Swim Test.

You will be issued Navy Physical Training (PT) attire which consists of a t-shirt and shorts upon arrival. In addition to this, you are required to bring plain white athletic socks, appropriate swimming attire (one-piece bathing suit for females), and running shoes. (Running shoes need to be broken-in prior to your arrival.) Sandals, flip-flops, dress flats, hard surfaced shoes, and any shoes other than running shoes shall not be worn by any student during INFORM. At least two sets of civilian attire is also required, which is to include two pairs of long trousers (khaki pants and collared shirts are acceptable).

Within the accompanying enclosures you will find a Report of Medical History form enclosure (8) that is to be completed by your local physician. It is imperative that the Medical History form is completed and returned to us by 15 June 2010. Without this form you will not be allowed to participate in any physical fitness activity no matter how simple it may seem. This is for your protection and our records. In case of an emergency, it is an absolute necessity that we can provide all medical providers with the proper information about any existing medical condition that you may have. So again I urge you to please take the time and have the form completed by your local physician and returned to us promptly.

Where: On Sunday August 1st, the NROTC orientation program begins at the Savannah State University Naval ROTC Building on Tompkins Road across from the Blue Angel Jet at 09:00 A.M.

What to bring:

Incoming students shall arrive in appropriate civilian attire as outlined in **enclosure (4)**. You will be issued a sea bag with all of your uniforms upon arrival. Additional recommended items and toiletries are listed in **enclosure (5)**. I strongly recommend you wear shoes that do not have large heels. Males are expected to arrive with a fresh haircut and females must keep long hair neatly pinned up and off their shoulders; “pony tails” or “loose ends” are not acceptable. All hair ornaments must be similar to hair color.

Money: An orientation fee of \$160 is collected from each incoming Midshipman to cover the costs of the INFORM session to include NROTC polo shirt, meals, and miscellaneous items.

Checks or money orders can be made payable to the “Midshipman Account.” We recommend that students bring any additional funds as desired to buy items not furnished by the NROTC Unit on campus or during offsite trips.

Medical Documents: In addition to the **REPORT OF MEDICAL HISTORY FORM enclosure (8)**, all students need to bring:

1. Original copy of birth certificate/ or certified to be true copy
2. Shot record

The birth certificates will be verified and a copy maintained at the NROTC unit. The original will be returned to the student. The shot records will be kept on file in a Midshipman medical record.

Alcohol:

Alcohol consumption is prohibited during INFORM, regardless of the participant’s age.

Emergency Contact information: If at any time throughout the week an emergency arises where your family needs to contact you, the following numbers are provided: **(912) 356-2206 (7:00 AM - 5:00 PM)**. After business hours, please contact the Command Duty Officer, on the emergency cell phone: **(912) 313-4340**.

Ceremonies and Parents:

Sunday, 1 August: 1:00 PM - 2:45 PM. A welcome brief will be held and staff members will be available to answer any questions.

Friday, 6 August: The end of orientation, oath of office, and induction ceremony will take place promptly at 3:00 PM with the Commanding Officer. This will be a short ceremony, so family and friends are not required to make a long trip to be in attendance for this short presentation in light of gas costs and family budget concerns. However, parents are welcome and encouraged to come and support their student as they are officially sworn in as members of the Midshipman

Company. Following the ceremony, the Midshipman Company will have a barbeque for an afternoon of fun.

University Orientation:

Following INFORM, Savannah State University will hold a new student orientation program from 7-11 August 2010, in which incoming students will receive pre-registration academic advising for students who have not pre-registered. You will also get a chance to meet the rest of the incoming freshman student body.

Residence Hall Move-in:

Students will be assigned a residence hall room upon arrival on Sunday, 1 August. If you are a Savannah State University student, you are required to pay your room deposit through the Savannah State University Residential Services and Programs Office when you submit your housing application. This should be done at least one month in advance of you arriving at the NROTC unit for INFORM. Students who do not pay their room deposit will not have prearranged access to housing. For further information concerning the room deposit, contact the Residential Services and Programs Office at 912-356-2324. Since classes do not begin at Savannah State University until August 17, 2010, you will be arriving on campus before most of your non-NROTC classmates. Moving in early is a great advantage for you because you miss the crowds and hassle of moving in with the rest of the University. Remember, all residence hall costs are your responsibility and moving in early is a privilege.

Additionally, my staff will make their best effort to ensure that Savannah State University students have early access to their assigned dorm rooms on 1 August and that Armstrong Atlantic State University students have early access to move in to their assigned dorm rooms on 6 August. Savannah State University students who live off campus or were not able to move in early to their dorm rooms and all Armstrong Atlantic State University students will each be provided a temporary dorm room on campus at Savannah State University during INFORM. Students who are provided temporary dorm rooms must vacate the dorm room by 8 A.M. on 6 August and ensure the dorm room is cleaned and left in the same condition it was in when the student moved into it. This will allow the Savannah State University Residential Services and Programs Office time to prepare to dorm rooms for incoming freshmen and returning students.

NROTC Class Registration:

When you register for classes, you must register for the following Naval Science Courses:

- **NSCI 1001.01 Introduction to Naval Science**
 - **Savannah State University: CRN 80171**
 - **Armstrong Atlantic State University: CRN 81002**

- **NSCI 4050.01 Naval Drill**
 - **Savannah State University: CRN 80176**
 - **Armstrong Atlantic State University: CRN 81008**

Introduction to Naval Science is scheduled every Monday and Wednesday from 10 A.M. to 10:50 A.M. Naval Drill is scheduled every Thursday from 3:30 P.M. to 5:30 P.M. If you wish to compete for an NROTC Scholarship (Navy Option), keep in mind when you are registering for classes that scholarship students will be required to complete two semesters of calculus by the end of their sophomore year and two semesters of calculus-based physics by the end of their junior year. Ensure the math course(s) you sign up for will keep you on track to accomplish this requirement. When registering for courses, keep in mind that **all NROTC students must sign up for no less than 15 credit hours for their first semester. You will need to average 17-18 credit hours per each semester in order to graduate on time.**

SAT/ACT:

All non-scholarship students will have an opportunity to earn an NROTC scholarship at the end of each semester during their freshmen and sophomore years. In order to enhance your chances of earning an NROTC scholarship, I strongly encourage you to re-take the SAT or ACT this summer at your earliest convenience. Minimum requirements for a scholarship are 520 math and 530 critical reading for the SAT and 21 math and 22 English for the ACT.

The enclosures: In order to facilitate in-processing, please mail the contents of the package enclosed, with a certified copy of your birth certificate and shot record. **The package must be returned to us using the enclosed envelope by June 15, 2010.** In addition, **please take note of the forms that need to be returned by fax.** This is vital to preparing uniforms and equipment so please follow the instructions carefully. Please fill out and return the following **enclosures: (6), (7), (8), (9), (10), (11), (12), (16), and (17).** You may fax them to Lieutenant Dickamore at 912-353-3074. For your convenience, a manila envelope is enclosed for you to mail the required documents to us.

We are very happy that you will be joining us in August. Orientation is your introduction to the challenges and excitement of your college career and the naval service. You will get to know your new classmates, meet the unit staff, and embark on a new and exciting lifestyle. Welcome aboard! If you have any questions about orientation, do not hesitate to call Lieutenant Dickamore at (912) 351-3809 or 356-2206. You may also contact him by e-mail at dickamor@savannahstate.edu.



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