

Reserve Officers' Training Corps

Army Reserve Officers' Training Corps Referral Program

For the Commander:

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History. This UPDATE printing publishes a new USAREC Reg 145-1, which is effective 31 May 2004.

Summary. This regulation outlines the United States Army Recruiting Command's Army Reserve Officers' Training Corps Referral Program as it pertains to the command in general. It also provides policies, instructions, and guidance to implement the Army Reserve Officers' Training Corps Referral Program.

Applicability. This regulation applies to and is binding on all civilian recruiters and all military personnel assigned, attached, or detailed to the United States Army Recruiting Command, and to all military personnel in a temporary duty status within the United States Army Recruiting Command. Exceptions to the nonstatutory provisions of this regulation may be made by the Commanding General of the United States Army Recruiting Command.

Proponent and exception authority. The proponent of this regulation is the Assistant Chief of Staff, G-3. The proponent has the authority to approve exceptions to this regulation that are consistent with controlling law and regulation. Proponent may delegate the approval authority, in writing, to a division chief within the proponent agency in the grade of lieutenant colonel or the civilian equivalent.

Army management control process. This regulation contains management control provisions in accordance with AR 11-2 but does not identify key management controls that must be evaluated.

Suggested improvements. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications and Blank Forms) directly to HQ USAREC, ATTN: RCRO-SM, 1307 3rd Avenue, Fort Knox, KY 40121-2725.

Distribution. Distribution of this regulation has been made in accordance with USAREC Pam 25-30, distribution Y. This regulation is published in the Recruiter Management UPDATE. This regulation is also available on the USAREC Intranet Homepage at <http://home.usarec.army.mil>.

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Chapter 1

General

1-1. Purpose

a. This regulation outlines the United States Army Recruiting Command's (USAREC's) Army Reserve Officers' Training Corps (ROTC) Referral Program as it pertains to the command in general and provides policies, instructions, and guidance to implement the Army ROTC Referral Program.

b. The Army ROTC Referral Program will assist the recruiter in providing:

- (1) A better Army image in high schools (HSs) and the high-grad market.
- (2) An opportunity to continue talking to potential applicants who indicate they are going to college.
- (3) Another sales benefit for promoting the Armed Services Vocational Aptitude Battery (ASVAB) in the HS.
- (4) An opportunity for the recruiter to expand his or her knowledge and participate in the total Army concept.

1-2. References

For required publications and prescribed and referenced forms see appendix A.

1-3. Explanation of abbreviations

Abbreviations used in this regulation are explained in the glossary.

1-4. Policy

- a. All elements of USAREC will provide referrals to Army ROTC.
- b. Referrals are defined as:
 - (1) A male or female prospect.
 - (2) A test score category I to IIIA (50 or higher on the Armed Forces Qualification Test (AFQT)), a Scholastic Assessment Test (SAT) score equal to or greater than 920, an American College Test (ACT) score equal to or greater than 19, or a grade point average (GPA) greater than 2.0.
 - (3) Must be a US citizen.
 - (4) Have no obvious medical disqualification

which would preclude the prospect from entering the Army.

- (5) Have not been convicted of a felony offense.
 - (6) Expressed a positive interest in ROTC.
 - (7) Are willing to be contacted by an Army ROTC representative.
- NOTE 1: Referral is initiated by a field recruiter not an on-campus recruiter.
NOTE 2: A Delayed Entry Program (DEP) member is not considered a valid referral.

c. The preferred criteria for a valid referral is the following scholar, athlete, leader (SAL) criteria by SAL code:

- (1) SAL code 4 - Meets scholar and athlete criteria only.
- (2) SAL code 5 - Meets scholar and leader criteria only.
- (3) SAL code 6 - Meets athlete and leader criteria only.
- (4) SAL code 7 - Meets scholar, athlete, and leader criteria.

d. The three officer potential criteria, SAL code criteria are described as:

- (1) Scholar (only requires one of the following):
 - (a) Valedictorian or salutatorian.
 - (b) Membership in National Honor Society.
 - (c) Honors or advanced placement program graduate.
- (d) GPA over 3.0 and SAT score over 1100 or ACT score over 21.
- (e) Top 10 percent of class and either GPA over 3.0 or SAT score above 1100 or ACT score above 21.
- (2) Athlete (only requires one of the follow-

ing):

- (a) Varsity letter from HS team.
- (b) Member of regional, city, or competitive league.
- (c) Either active involvement in organized competitive team sports or active involvement in individual athletic competitions (triathlon, mountain biking, running, martial arts, etc.).
- (3) Leader (only requires one of the following).
 - (a) Elected member of student government, class, or activity.
 - (b) Captain of athletic or academic team.
 - (c) Eagle Scout or Gold Star.
 - (d) Served in position of responsibility in school, club, or private organization and leader in volunteer service organization or activities.
- e. In the event a question arises concerning the disposition of an Army ROTC referral, the chain of command will be utilized, and only recruiting battalion (Rctg Bn) personnel will be authorized to contact the appropriate professor of military science (PMS) staff.
- f. Program abuse or recruiting improprieties associated with the Army ROTC Referral Program are punitive under the provisions of USAREC Reg 601-45.
- g. Existing United States Army Training and Doctrine Command national advertising recruiting publicity items (RPIs) will support the USAREC ROTC Referral Program. USAREC advertising funds will not be used for either national or local ROTC media expenditures.
- h. Other appropriate sales promotion items will be provided when they are available.

1-5. Responsibilities

- a. Headquarters, United States Army Accessions Command, Chief Information Officer, will maintain ROTC referral information on the Army Recruiting Information Support System (ARISS) database.
- b. Headquarters, United States Army Recruiting Command (HQ USAREC).
 - (1) Assistant Chief of Staff, G-2, will:
 - (a) Mission its recruiting force to provide a specific number of qualified referrals per quarter to the United States Army Cadet Command (USACC).
 - (b) Develop quarterly missions for recruiting brigades (Rctg Bdes). Missions will be assigned at Rctg Bn level.
 - (c) Develop and conduct assessments of the Army ROTC Referral Program as required.
 - (2) Assistant Chief of Staff, G-5, will:
 - (a) Develop an advertising plan in support of this program (see paras 1-4g and h).
 - (b) Conduct joint advertising efforts when appropriate.
 - (c) Maintain an updated list of RPIs that will be available at ROTC units. A list will be posted on the Command Information Web Page.
 - (3) Assistant Chief of Staff, G-3, will:
 - (a) Monitor the program and analyze ARISS data.
 - (b) Provide recommendations to enhance the ROTC Referral Program's effectiveness.
 - (c) Ensure that Servicemembers Opportunity Colleges coordinate with and provide Con-

current Admissions Program information to USACC.

(d) Coordinate national educator and influence activities in coordination with USACC. Promote the ROTC at all educational association meetings.

(e) Track USACC to USAREC referrals and disposition information and provide this information to USACC for analysis.

(f) Exchange information at all levels. USAREC provides its subordinate elements with the addresses and telephone numbers of ROTC regions, brigades, brigade recruiting officers, and cadet battalions on college campuses.

(g) Take programming action to permit prospect information transfer between Cadet Command Information Management System and ARISS.

(h) Assume the primary mission for all HS recruiting to include ROTC. USACC will assist as required. Provide information to USACC, as needed, so that each Senior Reserve Officers' Training Corps (SROTC) battalion has the recruiter responsible for each HS in the SROTC battalion area. The intent is to apply a combined, coordinated, synergistic effort of all Army assets to market all components of the Army where possible.

(i) Establish, provide, and maintain a recruiting training program for USACC PMS, ROTC recruiting officers, ROTC brigade recruiting officers, and staff at the Recruiting and Retention School in coordination with the Commanding General Soldier Support Institute. USAREC has the primary responsibility to develop the curriculum based on the current model used to train USAREC commanders and staff, with consideration to the roles and functions unique to USACC and the campus environment.

(j) Maintain proponency for the Army ROTC Referral Program.

(k) Track production and achievements.

(l) Maintain proponency for USAREC Pam 145-1 which is necessary to assist the field force in understanding and accomplishing the Army ROTC referral mission.

(m) Provide training guidance as required for Army ROTC recruiting.

c. Rctg Bde commanders will:

(1) Monitor the effectiveness of the Army ROTC Referral Program of their respective Rctg Bns as outlined in this regulation.

(2) Establish a Rctg Bde point of contact for the Army ROTC Referral Program and ensure the point of contact is properly trained on all facets of the program.

d. Rctg Bn commanders will:

(1) Host a semiannual coordination and planning conference for all PMSs whose campuses reside within the Rctg Bn area.

(2) Invite representatives from appropriate ROTC battalions to United States Army Reserve (USAR) Recruiting Partnership Council meetings.

(3) Coordinate plans for joint advertising, marketing, and recruiting (e.g., Total Army Involvement in Recruiting activities). Advertising resources, where appropriate, should be synchronized and shared at the local level. At least quarterly, provide SROTC battalions within the

Rctg Bn area a long-range calendar (1 year) to ensure shared use, when possible, of Total Army Involvement in Recruiting and Mission Support Battalion assets.

(4) Coordinate local educator and influence activities in coordination with ROTC battalions. Promote the ROTC at all educational association meetings.

(5) Sponsor HS guidance counselor and college admissions meetings in coordination with ROTC battalions.

(6) Coordinate and schedule annual presentations for all ROTC students pertaining to the USAR Simultaneous Membership Program and other USAR officer-producing opportunities.

(7) Assist USACC in gaining access to any HS that USACC has a problem entering.

(8) Ensure the Rctg Bn's compliance with procedures outlined in this regulation.

(9) Establish a Rctg Bn point of contact for the Army ROTC Referral Program and ensure the point of contact is properly trained on all facets of the program.

(10) Ensure entire Rctg Bn is properly trained on Army ROTC programs outlined in USAREC Pam 145-1.

e. Recruiting company (Rctg Co) commanders will:

(1) Coordinate all recruiter visits on Army SROTC campuses with the PMS staff. This will be accomplished telephonically or in person.

(2) Display USACC RPIs in common areas of recruiting stations (RSs).

(3) Establish and maintain a good working relationship with Army ROTC assistant PMS located within the Rctg Co boundaries.

(4) Ensure the company leadership team is properly trained on Army ROTC programs as outlined in USAREC Pam 145-1.

(5) Ensure all RS commanders and field recruiters within their Rctg Co are properly trained on Army ROTC programs as outlined in USAREC Pam 145-1 and comply with the proper procedures.

f. RS commanders will:

(1) Ensure all field recruiters are properly trained on Army ROTC programs as outlined in USAREC Pam 145-1 and comply with the proper procedures herein.

(2) Interface with senior enlisted personnel at Army ROTC detachments within their area of responsibility.

(3) Review all potential referrals for compliance with the requirements outlined in this regulation.

g. Field recruiters will:

(1) Provide Army ROTC information to:

(a) First-year HS graduates, HS seniors, and HS juniors who indicate a desire to attend college.

(b) An individual who becomes a DEP loss as a result of intent to attend college.

(c) Other interested persons.

(2) Refer to Army ROTC institutions those test score category I to IIIA males and females who meet the criteria of paragraphs 1-4b and 1-4c by following all the procedures outlined in chapter 2.

(3) Work intensely with HS guidance counselors to administer the ASVAB in assigned HSs.

Chapter 2 Minipacket Procedures

2-1. Purpose

This chapter outlines procedures for preparing and submitting a paper minipacket in support of the Army ROTC Referral Program.

2-2. Minipackets

A minipacket is prepared on all individuals who meet the criteria outlined in chapter 1. A minipacket consists of:

a. USAREC Form 914 (Army Reserve Officers' Training Corps Referral Information) (see fig 2-1).

b. DD Form 2807-2 (Medical Prescreen of Medical History Report).

NOTE: If the referral is a DEP loss, a letter of acceptance or evidence of enrollment is required to be included as part of the minipacket.

2-3. Procedures

Once an individual has been identified as a potential ROTC referral, as outlined in this regulation, the following procedures will apply.

a. Field recruiters will:

(1) Ensure individual meets the requirements of paragraph 1-4b.

(2) Prepare a paper minipacket and complete the recruiter workstation (RWS) procedures outlined in paragraph 2-4.

NOTE: Individual must sign a Privacy Act statement.

(3) Submit completed minipackets to RS commander.

b. RS commanders will:

(1) Review minipackets for completeness.

(2) Conduct a quality control check to ensure complete and accurate information.

NOTE: It is the responsibility of the RS commander to ensure all pertinent data (i.e., AFQT, education code, social security number, date of birth, telephone number, etc.,) has been verified.

(3) The only elements which may be left blank are SAT and ACT scores (if all efforts to obtain have been exhausted), primary field of study or major (if referral declines to identify one). All other elements require an entry.

(4) Once satisfied that the referral meets all established criteria and minipacket is complete and accurate, the minipacket will be retained at the RS for 1 year.

2-4. RWS procedures

a. Once an individual has been identified as an ROTC referral as outlined in paragraph 1-4b, the following RWS procedures apply:

(1) Build the record in the Leads-Reports application if it does not already exist (see app B).

(2) Complete the Prequalification screen.

(3) Enter the ACT or SAT score on the Test screen (if known).

(4) Open the Contact History screen, select the appropriate action and result code, and change the status to prospect (if currently a lead), then select "Referred-ROTC" as the disposition.

(5) Once "Referred-ROTC" is selected, a

warning message will appear that states, "Click ROTC Info Button to Select School and FICE Cd."

(6) Click the ROTC Info button and an ROTC Select School window will appear.

(7) Select the school name, enter FICE code, and enter the social security number (if blank), and click OK. (If you need information on school or FICE code see Web site at <http://www.armyrotc.com/find.html>, for link to schools that offer Army ROTC.)

(8) Then save and replicate.

NOTE 1: It may take several replications for these actions to take effect.

NOTE 2: Referred-ROTC is considered a final disposition and the record will be locked pending removal from the RWS.

b. There are three reports your RS commander can use to manage your ROTC Referral Program:

(1) ROTC Enrollment Report. This report will allow the user to see a by-name listing of those referrals that have actually enrolled in ROTC for a specific month (see fig B-1).

(2) ROTC Referral Report. This report allows the user to track a by-name listing of all referrals for a specific month with current dispositions (see fig B-2).

(3) ROTC Unqualified Referrals Report. This report allows the user to see all referrals that were unqualified (see fig B-3).

2-5. Policy interpretation

All questions concerning interpretation of the policies and procedures of this regulation will be submitted in writing, through the chain of command, to HQ USAREC, ATTN: RCRO-SM, 1307 3rd Avenue, Fort Knox, KY 40121-2725.

ARMY RESERVE OFFICERS' TRAINING CORPS REFERRAL INFORMATION

(For use of this form see USAREC Reg 145-1)

PRIVACY ACT STATEMENT

AUTHORITY: 10 USC 510, 2101-2111

PRINCIPAL PURPOSE: To provide data required by a US Army recruiter and professor of military science (PMS) to contact individuals interested in the Army Reserve Officers' Training Corps (ROTC) Program.

ROUTINE USES: Used by the recruiter to notify professors of military science of individuals interested in the Army ROTC program; used by Army recruiting personnel to monitor Army ROTC Referral Program; and, used by PMS to contact individuals interested in the Army ROTC Program.

EFFECT OF NOT PROVIDING INFORMATION: Disclosure is voluntary. However, failure to provide the information may preclude action on your inquiry.

SECTION I - PERSONAL DATA

1. NAME (Last, First, MI): Doe, James E.		2. SSN: 123-45-6789	
3. CURRENT ADDRESS (Street, City, State, and ZIP Code): 1234 Meadow Drive, Houston, TX 77802		4. TELEPHONE (Include area code): (555) 123-4567	
5. E-MAIL ADDRESS: James.Doe@yahoo.com		6. DATE OF BIRTH (MM/DD/YYYY): 11/12/1985	
7. CITIZENSHIP (Check one): <input checked="" type="checkbox"/> US by birth <input type="checkbox"/> US naturalized <input type="checkbox"/> Non-US		8. GENDER (Check one): <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	
9. MARITAL STATUS (Check one): <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated		10. NUMBER OF DEPENDENTS (Other than spouse): 0	

SECTION II - HIGH SCHOOL DATA

11. GRADUATION YEAR: 2005	12. GRADE POINT AVERAGE: 3.65	13. SAT SCORE: 1450	14. ACT SCORE: 26	15. NUMBER YEARS IN JROTC: 1
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SECTION III - COLLEGE OR UNIVERSITY INFORMATION

16. NAME OF COLLEGE OR UNIVERSITY I AM INTERESTED IN ATTENDING: University of Houston	17. INTENDED MAJOR: Business Administration
18. ADMISSION STATUS (Check one; if "Other" explain): <input checked="" type="checkbox"/> Accepted <input type="checkbox"/> Applied, not yet accepted <input type="checkbox"/> Not yet applied <input type="checkbox"/> Other _____	

SECTION IV - OFFICER POTENTIAL (Above and beyond minimum eligibility criteria)

19. LEADERSHIP (Check all that apply): <input type="checkbox"/> Elected member of student government, class, activity <input checked="" type="checkbox"/> Captain of athletic or academic team <input type="checkbox"/> Eagle Scout or Gold Star <input type="checkbox"/> Served in position of responsibility in school, club, or organization <input type="checkbox"/> Served in position of responsibility in private organization <input type="checkbox"/> Served as a leader in volunteer service organizations or activities		20. SCHOLASTICS (Check all that apply): <input type="checkbox"/> Valedictorian or Salutatorian <input type="checkbox"/> Member of National Honor Society <input type="checkbox"/> Honors or AP Program graduate <input checked="" type="checkbox"/> GPA over 3.0 <input type="checkbox"/> Top 10 percent of class <input checked="" type="checkbox"/> SAT of 1100 or higher <input checked="" type="checkbox"/> ACT of 22 or higher	
21. ATHLETICS (Check all that apply): <input checked="" type="checkbox"/> Varsity letter from high school team <input type="checkbox"/> Member of regional, city, or competitive league <input checked="" type="checkbox"/> Active involvement in organized competitive team sports <input type="checkbox"/> Active involvement in individual athletic competitions (triathlon, mountain biking, running, martial arts, etc.)			
22. LAW VIOLATIONS (Explain all or check "None"): <input checked="" type="checkbox"/> None			

SECTION V - CERTIFICATION

I certify that I have been briefed on the Army ROTC Program and am interested in enrolling in Army ROTC at the college or university listed above. I understand that completion of this form does not constitute application for an Army ROTC scholarship. (High school students are encouraged to apply online at www.armyrotc.com; college students should see the PMS on campus.)

23a. APPLICANT'S SIGNATURE: /signed/	23b. DATE: 10/15/04	
24a. RECRUITER'S NAME AND RANK: James E. Donahue, SSG	24b. RECRUITER ID: 987-65-4321	
24c. RECRUITER'S SIGNATURE: /signed/	24d. RSID: 4e2p	24e. SAL CODE: 7

Figure 2-1. Sample of a completed USAREC Form 914

**Appendix A
References**

**Section I
Required Publications**

USAREC Reg 601-45

Recruiting Improprieties Policies and Procedures.
(Cited in para 1-4f.)

USAREC Pam 145-1

Reserve Officers' Training Corps Programs and
Scholarships. (Cited in paras 1-5b(3)(l), 1-5d(10),
1-5e(4), 1-5e(5), and 1-5f(1).)

**Section II
Related Publications**

There are no entries in this section.

**Section III
Prescribed Form**

USAREC Form 914

Army Reserve Officers' Training Corps Referral
Information. (Prescribed in para 2-2a.)

**Section IV
Referenced Form**

DD Form 2807-2

Medical Prescreen of Medical History Report.

**Appendix B
Reports**

There are three reports your RS commander can use to manage your ROTC Referral Program.

a. ROTC Enrollment Report. This report will allow the user to see a by-name listing of those referrals that have actually enrolled in ROTC for a specific month (see fig B-1).

b. ROTC Referral Report. This report allows the user to track a by-name listing of all referrals for a specific month with current dispositions (see fig B-2). Dispositions are as follows:

- (1) Referred-ROTC.
- (2) System Rejected. Missing minimum information (see table B-1).
- (3) System Disqualified.
 - (a) Overage.
 - (b) Underage.
- (4) System Closed Out (records that have not been worked in 120 days after they had been received by PMS).
- (5) Received by PMS (Rctg Bn level).
- (6) Working.
- (7) Not Interested.
- (8) Enrolled.

- (9) Contracted.
 - (10) Commissioned.
 - (11) Unable to Contact.
- c. ROTC Unqualified Referrals Report. This report allows the user to see all referrals that were rejected by USACC (see fig B-3). Dispositions are as follows:
- (1) Unqualified Physical.
 - (2) Unqualified Dependents.
 - (3) Unqualified Moral.
 - (4) Unqualified Education.
 - (5) Unqualified ASVAB.

**Table B-1
Minimum entries for a valid ROTC referral**

Lead Record
First Name Last Name Middle Name Gender Street City State County ZIP Code Phone Number (if known)* E-mail (if known)* Lead Source HS Name HS Graduation Year**
Prequalification Record
Date of Birth** Height Weight AFQT (must be 50 or higher) Prior Service Information (if applicable) Must answer the four qualification questions *Must have one or the other. **Must have one or the other.
Test Screen
Enter the ACT or SAT score (if no ASVAB score)
Contact History Screen
Action Code Results Code Status Code (must be prospect or applicant) Disposition Code (must be Referred-ROTC)
ROTC Select School Window
College Name FICE Code (for information on FICE codes see Web site at http://www.armyrotc.com/find.html) NOTE: If the college is not listed you may submit the referral without the FICE code provided the college name is in the ROTC Select School Window.

Table B-1
Minimum entries for a valid ROTC referral--continued

SAL Code Criteria
<p>Scholar (only requires one of the following):</p> <ul style="list-style-type: none"> ● Valedictorian or salutatorian. ● Membership in National Honor Society. ● Honors or advanced placement program graduate. ● GPA over 3.0 and SAT score over 1100 or ACT score over 21. ● Top 10 percent of class and either: <ul style="list-style-type: none"> - GPA over 3.0 or - SAT score above 1100 or ACT score above 21. <p>Athlete (only requires one of the following):</p> <ul style="list-style-type: none"> ● Varsity letter from HS team. ● Member of regional, city, or competitive league. ● Either active involvement in organized competitive team sports or active involvement in individual athletic competitions (triathlon, mountain biking, running, martial arts, etc.). <p>Leader (only requires one of the following):</p> <ul style="list-style-type: none"> ● Elected member of student government, class, or activity. ● Captain of athletic or academic team. ● Eagle Scout or Gold Star. ● Served in position of responsibility in school, club, or private organization and leader in volunteer service organizations or activities.
<p>SAL Code (insert in block 24e of USAREC Form 914):</p>
<p>X = Requires a waiver (excluding medical) for contracting (if known). Q = Meets minimum standards in accordance with this regulation, but no SAL criteria. 1 = Meets Scholar criteria only. 2 = Meets Athlete criteria only. 3 = Meets Leader criteria only. 4 = Meets Scholar and Athlete criteria only. 5 = Meets Scholar and Leader criteria only. 6 = Meets Athlete and Leader criteria only. 7 = Meets Scholar, Athlete, and Leader criteria.</p>

ROTC Enrollment Report								
RSID	5H7							
FISCAL_YEAR	2004							
FISCAL_MONTH	JUN							
APPLICANT NAME	SSN	SCHOOL NAME	FICE CODE	RECRUITER NAME	RECRUITER SSN	RSID	REFERRAL DATE	ENROLL DATE
Wilson, Johnathan	401001010	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Naumoff, Nicholas	122220998	5H7A	04/07/2004	06/07/2004
Castillo, Jose	392090909	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Heilger, John	987909876	5H7B	04/07/2004	06/07/2004
Moreno, Daniel Orlando	303045069	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Johnson, Roy	123679876	5H7C	04/07/2004	06/07/2004
Cardwell, Steven E.	121010101	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Tharp, Jeffrey	768905674	5H7D	04/07/2004	06/10/2004
Miller, John W.	345909876	UNIVERSITY OF CENTRAL OKLAHOMA	3152	Goedert, Jeffrey	856790798	5H7E	04/07/2004	06/07/2004
Gilles, Daniel Ryan	959955555	UNIVERSITY OF CENTRAL OKLAHOMA	3152	Stayton, Jonnie G.	508906345	5H7M	04/07/2004	06/10/2004
Kimbrough, Gary A.	399909789	UNIVERSITY OF OKLAHOMA NORMAN CAMPUS	3184	Sparks, Sean C.	414456789	5H7N	04/07/2004	06/07/2004
Stites, Don	477474948	UNIVERSITY OF OKLAHOMA NORMAN CAMPUS	3184	Paul, Jefferson	555977689	5H7W	04/07/2004	06/07/2004

Figure B-1. Sample ROTC Enrollment Report

ROTC Referral Report									
RSID	5H7								
FISCAL_YEAR	2004								
FISCAL_MONTH	JUN								
APPLICANT NAME	SSN	SCHOOL NAME	FICE CODE	RECRUITER NAME	RECRUITER SSN	RSID	REFERRAL DATE	DISPOSITION	DISPOSITION DATE
Wilson, Johnathan	401001010	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Naumoff, Nicholas	122220998	5H7A	06/07/2004	Referred-ROTC	06/07/2004
Castillo, Jose	392090909			Heilger, John	987909876	5H7B	06/07/2004	System Rejected	06/07/2004
Moreno, Daniel Orlando	303045069	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Johnson, Roy	123679876	5H7C	06/07/2004	System Disqualified	06/07/2004
Cardwell, Steven E.	121010101	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Tharp, Jeffery	768905674	5H7D	06/07/2004	Received By PMS (Bn Level)	06/21/2004
Miller, John W.	345909876	UNIVERSITY OF CENTRAL OKLAHOMA	3152	Goedert, Jeffery	856790798	5H7E	06/07/2004	Working	06/15/2004
Gilles, Daniel Ryan	959955555	UNIVERSITY OF CENTRAL OKLAHOMA	3152	Stayton, Jonnie G.	508906345	5H7M	05/21/2004	Not Interested	06/10/2004
Walker, Bruce Eric	474776457	UNIVERSITY OF CENTRAL OKLAHOMA	3152	Trowbrige, John C.	399989090	5H7M	05/21/2004	Enrolled	06/23/2004
Kimbrough, Gary A.	399909789	UNIVERSITY OF OKLAHOMA NORMAN CAMPUS	3184	Sparks, Sean C.	414456789	5H7N	04/07/2004	Contracted	06/07/2004
Stites, Don	477474948	UNIVERSITY OF OKLAHOMA NORMAN CAMPUS	3184	Paul, Jefferson	555977689	5H7W	02/07/2000	Commissioned	06/07/2004
Doub, Jeffery G.	222007586	OKLAHOMA STATE UNIVERSITY-MAIN CAMPUS	3170	Paul, Jefferson	555977689	5H7W	03/17/2004	System Closed Out	06/21/2004
Howard, Johnny E.	334567486	UNIVERSITY OF OKLAHOMA NORMAN CAMPUS	3184	Lubarsky, John	577970898	5H7W	02/07/2000	Unable to Contact	06/07/2004

Figure B-2. Sample ROTC Referral Report

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ROTC Unqualified Referrals Report							
RSID	5H7						
FISCAL_YEAR	2004						
FISCAL_MONTH	JUN						
APPLICANT NAME	SSN	REFERRAL DATE	RECRUITER NAME	RECRUITER SSN	RSID	DISPOSITION	DISPOSITION DATE
Wilson, Johnathan	401001010	06/07/2004	Naumoff, Nicholas	122220998	5H7A	Unqualified Physical	06/07/2004
Castillo, Jose	392090909	06/07/2004	Heilger, John	987909876	5H7B	Unqualified Dependents	06/07/2004
Moreno, Daniel Orlando	303045069	06/07/2004	Johnson, Roy	123679876	5H7C	Unqualified Moral	06/07/2004
Cardwell, Steven E.	121010101	06/07/2004	Tharp, Jeffery	768905674	5H7D	Unqualified Education	06/21/2004
Miller, John W.	345909876	06/07/2004	Goedert, Jeffery	856790798	5H7E	Unqualified ASVAB	06/15/2004
Gilles, Daniel Ryan	959955555	05/21/2004	Stayton, Jonnie G.	508906345	5H7M	Unqualified Dependents	06/10/2004
Kimbrough, Gary A.	399909789	04/07/2004	Sparks, Sean C.	414456789	5H7N	Unqualified Physical	06/07/2004
Stites, Don	477474948	02/07/2000	Paul, Jefferson	555977689	5H7W	Unqualified Education	06/07/2004

Figure B-3. Sample ROTC Unqualified Referrals Report

Glossary

USAREC

United States Army Recruiting Command

ACT

American College Test

AFQT

Armed Forces Qualification Test

ARISS

Army Recruiting Information Support System

ASVAB

Armed Services Vocational Aptitude Battery

DEP

Delayed Entry Program

GPA

grade point average

HQ USAREC

Headquarters, United States Army Recruiting Command

HS

high school

PMS

professor of military science

Rctg Bde

recruiting brigade

Rctg Bn

recruiting battalion

Rctg Co

recruiting company

ROTC

Reserve Officers' Training Corps

RPI

recruiting publicity item

RWS

recruiter workstation

RS

recruiting station

SAL

scholar, athlete, leader

SAT

Scholastic Assessment Test

SROTC

Senior Reserve Officers' Training Corps

USACC

United States Army Cadet Command

USAR

United States Army Reserve