

CORPS POLICY GUIDANCE



**Corps of Cadets
Texas A&M University
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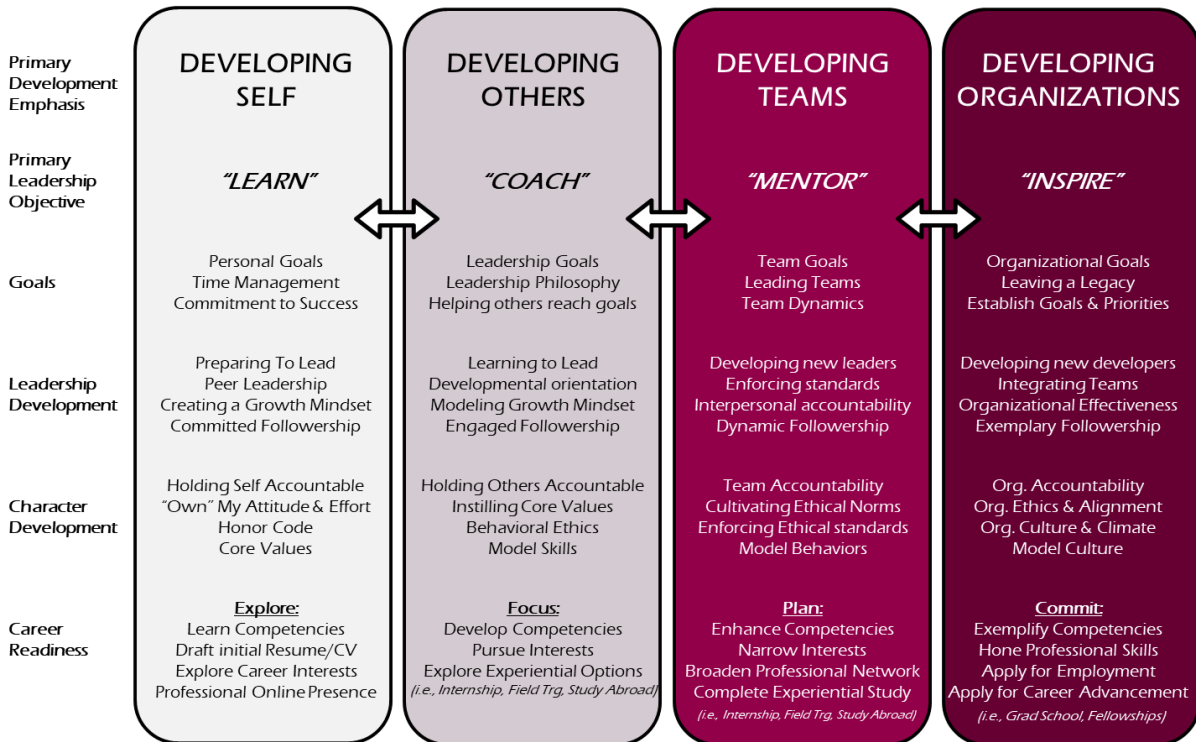
SECTION 1: CADET LIFE

CHAPTER 1: LEADERSHIP DEVELOPMENT

1. FOUR-YEAR LEADERSHIP DEVELOPMENT PROGRAM

The Corps of Cadets is a four-year leadership development program with specific developmental emphases and leadership objectives for each of the four years.

CORPS LEADERSHIP DEVELOPMENT MODEL



2. ROLE OF EACH CLASS YEAR

a. Expectations for freshmen in the Corps – **DEVELOPING SELF**

- (1) Understand the Impacts of Personal Behavior and Actions
 - (a) Learn & uphold the TAMU and Cadet Values
 - (b) Learn & Uphold The Standard, Corps Policy Guidance (CPG), and University / Corps Conduct Regulations
 - (c) Learn & Uphold the Aggie Code of Honor
- (2) Develop Self
 - (a) Develop / Maintain Respect for self and others
 - (b) Take responsibility & accountability for actions
 - (c) Manage stress / Learn to manage time

- (d) Strive for Academic Excellence and Personal Success
 - (e) Understand the benefits of personal health and well being
 - (f) Develop / Refine personal goals; Explore career interests
 - (g) Learn Career Readiness Competencies
 - (h) Develop / Foster camaraderie and community among peers
- (3) Committed Followership
- (a) Adherence to Corps standards and regulations
 - (b) Personal alignment and adherence to core values
 - (c) Obedience to appropriate directives from upperclass cadets
 - (d) Seek guidance and feedback from upperclass cadets
 - (e) Contribute to the success of the outfit and the broader mission of the Corps
 - (f) Learn from mistakes
 - (g) Master primary responsibilities, skills, and knowledge
 - (h) Set a positive example for peers and others
 - (i) Understand the Corps' regimented lifestyle
- b. Expectations for sophomores in the Corps – **DEVELOPING OTHERS**
- (1) Understand role as a Coach
- (a) Constructively coach and train subordinates
 - (b) Treat subordinate cadets justly / Keep subordinates informed
 - (c) Assist / Advise others in adjusting to collegiate and Corps lifestyle
 - (d) Help others to identify their goals
 - (e) Uphold the Commandant's Training Guidance and Leadership Development Model
- (2) Learn to Lead
- (a) Carry out assigned duties / Seek additional responsibilities
 - (b) Conduct verbal and written counseling
 - (c) Hold self, peers, and subordinate cadets accountable
 - (d) Engaged Follower / Never stop observing and learning
 - (e) Uphold / Model ethical behavior
- (3) Engaged Followership
- (a) Continue to develop and practice Committed Followership behaviors
 - (b) Commit to the wellbeing of others
 - (c) Actively seek understanding of directives through listening, asking, and learning the

“why”

- (d) Promote mutual respect, fairness, and dignity in all interactions
 - (e) Coach others to develop and achieve personal and organizational goals and objectives
 - (f) Promote effective communication through effective listening and articulate speaking
 - (g) Support the decisions of upperclass cadet leaders
- (4) Develop a Focus
- (a) Provide a positive example for others
 - (b) Instill Cadet Values, Aggie Code of Honor and A&M Core Values
 - (c) Develop Career Readiness Competencies
 - (d) Explore Options / Pursue interests
- c. Expectations for juniors in the Corps – **DEVELOPING TEAMS**
- (1) Mentor and Lead Cadets
- (a) Present and Engaged in daily activities / Serve as primary instructor
 - (b) Hold self, peers and all cadets accountable / Be the Role Model
 - (c) Critique subordinates, help cadets learn and improve
 - (d) Mentor cadets / Assist in achieving goals
 - (e) Further the Commandant’s Training Guidance and Leadership Development Model
- (2) Develop Leaders
- (a) Maintain good order and discipline
 - (b) Reinforce integrity & accountability among all cadets
 - (c) Ensure wellbeing of self and others
 - (d) Enforce standards and ethical behavior
 - (e) Develop new leaders
- (3) Dynamic Followership
- (a) Actively support/execute Commander’s Intent & Vision
 - (b) Continue to develop and practice Committed and Engaged Followership behaviors
 - (c) Build positive group identity in all interactions
 - (d) Use knowledge and skills to support common outfit and Corps goals and objectives
 - (e) Employ effective and ethical decision making
 - (f) Actively participate in discussions by asking questions and provide appropriate insight to upperclass organizational leaders
 - (g) Actively seek feedback and advance ideas for continuous improvement

- (4) Lead the Team
 - (a) Develop / Plan / Execute training and activities
 - (b) Create / Lead teams to achieve group goals
 - (c) Provide feedback to commanders / Provide accurate and timely reports
 - (d) Enhance Career Readiness Competencies / Narrow interests
- d. Expectations for seniors in the Corps – **DEVELOPING ORGANIZATIONS**
 - (1) Develop / Lead / Inspire Units and Organizations
 - (a) Establish / Communicate goals and priorities
 - (b) Inspire all cadets to succeed
 - (c) Clearly communicate task, purpose and end state
 - (d) Effectively communicate guidance and information
 - (e) Exemplify an ideal cadet of unquestionable integrity and ethical behavior
 - (f) Integrate teams, achieve organization goals
 - (g) Effectively delegate and follow through with tasks
 - (h) Take responsibility of subordinate actions
 - (2) Exemplary followership
 - (a) Align Outfit goals/vision with Corps mission
 - (b) Continue to develop and practice Committed, Engaged, and Dynamic Followership behaviors
 - (c) Be accountable to Office of Commandant leadership for the efficient and effective performance of assigned tasks and mission requirements
 - (d) Create an environment where all members can advance toward their full potential
 - (e) Integrate efforts of teams toward broader organizational objectives
 - (f) Boldly participate in active discussions and generate potential solutions to issues
 - (g) Fully support legitimate and legal decisions and directives from higher leadership
 - (h) Create and maintain a culture of ethical accountability and respect throughout the organization
 - (3) Further Organization Institutions
 - (a) Instill the Commandant's Training Guidance and Leadership Development model
 - (b) Develop subordinates to lead and inspire future cadets
 - (c) Create / Sustain a lasting Corps/Unit culture of quality for future cadets
 - (d) Exemplify Career Readiness Competencies
 - (e) Hone professional skills

3. LEADERSHIP CERTIFICATE PATHWAY

e. Successful completion of the leadership development program of study and practice can result in the receipt of the Hollingsworth Certificate in Applied Ethical Leadership. This certificate is awarded through the Corps of Cadets and the Hollingsworth Center for Applied Leadership Studies (HCALS). This certificate is awarded in partnership with the National Medal of Honor Institute. When effectively leveraged, this credential can significantly assist recipients as they articulate their Corps experiences and academic studies to potential employers or other interested stakeholders.

f. Certificate Requirements:

(1) Successful Completion of all HCALS-approved leadership coursework.

(a) SOMS 281. Fundamentals of Intentional Leadership.
(0-1 credit hour with traditional letter grade)

Exposure to the fundamentals of intentional leadership, deliberate practice, planning and leadership assessment; development of initial personal leadership development plans; alignment of personal and organizational values, vision, mission, strengths, purpose and goals toward desired outcomes.

(b) SOMS 380. Workshop in Leadership Education.
(0-1 credit hour with traditional letter grade)

The study of leadership theory, personal constraint theory, intra-group relationships, assessment tools for skills development, and techniques for achieving group goals.

(c) SOMS 381. Workshop in Leadership Education II
(0-1 credit hour with traditional letter grade)

Continuation of SOMS 380. Fundamentals of small group dynamics; interpersonal communication; application of selected leadership theories; interpretation of individual assessments to include personality traits, development of desired personal habits, and values.

(d) SOMS 481. Seminar in Executive Leadership.
(0-1 credit hour with traditional letter grade)

The study of contemporary leadership issues, organizational effectiveness, problem solving, and decision making.

(e) SOMS 482. Seminar in Executive Leadership II.
(0-1 credit hour with traditional letter grade).

Continuation of SOMS 481. Discussion of ethical dilemmas in leadership roles; ethical decision-making; personal accountability in organizational settings.

(2) Application of leadership concepts and principles in experiential contexts.

(a) Verifiable, documented activity within the Corps of Cadets, Texas A&M University, or the community.

(b) Applicants are required to connect their level of engagement to the appropriate elements of the Corps Leadership Development Model and one or more of the

Corps 12 Career Readiness competencies.

(3) Personal Development

- (a) Completion of at least two semesters of an Individual Leadership Development Plan (ILDLP). NOTE: this is typically completed within the normal SOMS academic coursework.
 - (b) Completion of capstone culmination exercise in SOMS 482 (instructor option: may be a culmination paper, "Worldview" project, cumulative exam, or other item approved by the instructor.)
 - (c) Professionally reviewed resume
 - (d) Completion of a capstone exit interview with a personal mentor
 - (e) Medal of Honor reflection essay
- g. The HCALS Director may waive any of the above requirements as appropriate on a case-by-case basis.

4. MINOR IN LEADERSHIP STUDIES

- a. Cadets have the opportunity to pursue the university-level leadership minor. This minor provides students the skills and knowledge needed to become leaders demonstrated by an ability to apply ethical frameworks to varied settings and situations, respect others, and do what is right even if it is more difficult. The minor in leadership focuses on leadership practice with a grounding in leadership theory. Thus, the minor's curriculum consists of foundational courses in leadership theory, practice-focused courses that allow students to develop depth or breadth in areas that support their professional goals, a capstone experience that requires a leadership practicum, and a required reflection.
- b. Successful completion of this minor requires additional coursework outside the required SOMS and ROTC courses offered through the Corps experience. Interested cadets should work with the Corps Academics office to determine their eligibility and develop a pathway to attainment.

5. CAREER READINESS

- c. Career Readiness (CR) is defined as: The attainment and demonstration of requisite competencies that broadly prepare graduates to successfully transition into the workplace.
- d. Leadership & Career Readiness (LCR) competencies are equally important and applicable in military, public, and private work sectors. In partnership with the Texas A&M Career Center and the National Association of Colleges and Employers, the following "Core 12" competencies are expected to be developed throughout the cadet Corps experience:
 - (1) PROFESSIONALISM
 - (a) Definition: Knowing work environments differ greatly, understand, and demonstrate effective work habits, and act in the interest of the larger community and workplace.
 - (2) TEAMWORK
 - (a) Definition: Build and maintain collaborative relationships to work effectively

toward common goals, while appreciating diverse viewpoints and shared responsibilities.

(3) ETHICAL LEADERSHIP

(a) Definition: Values-centered recognition and capitalization of personal and team strengths to achieve organizational goals.

(4) CRITICAL THINKING

(a) Definition: Identify and respond to needs based upon an understanding of situational context and logical analysis of relevant information.

(5) COMMUNICATION

(a) Definition: Clearly and effectively exchange information, ideas, facts, and perspectives with persons inside and outside of an organization.

(6) TECHNOLOGY

(a) Definition: Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

(7) RESPECT

(a) Definition: Treating all people with dignity and inherent value. Demonstrate the awareness, attitude, knowledge, and skills required to thoughtfully engage people from different local and global cultures.

(8) CAREER & SELF-DEVELOPMENT

(a) Definition: Proactively develop oneself and one's career through continual personal and professional learning, awareness of one's strengths and weaknesses, navigation of career opportunities, and networking to build relationships.

(9) ADAPTABILITY & RESILIENCY

(a) Definition: Flexibility to adjust to changing contextual factors, conditions, or environments, including being open to learning new things and taking on new and/or emerging challenges. Similarly, being able to respond and recover well from failure, adversity, trauma, or other types of stressors.

(10) EMOTIONAL INTELLIGENCE

(a) Definition: The ability to understand and manage your emotions, as well as recognize and influence the emotions of those around you, by increasing self-awareness, self-management, social awareness, and relationship management.

(11) PHYSICAL & MENTAL WELLNESS

(a) Definition: Understand and leverage technologies ethically to enhance efficiencies, complete tasks, and accomplish goals.

(12) FINANCIAL LITERACY

(a) Definition: Ability to understand and effectively use various financial skills, including personal and organizational financial management, budgeting, and investing. To become increasingly wise stewards of personal and organizational

resources.

- e. Career Readiness point system. Throughout the year, cadets are expected to develop themselves in each of the twelve LCR Competencies listed above. To enhance accountability, assessment, and effectiveness of the Corps CR program, cadets earn points for their participation in LCR-related activities. To ensure emphasis is being given to CR, overall averages of points accumulated by outfit are reported monthly to the Commandant.

6. CONFERENCES

HCALS hosts two developmental conferences each year.

- a. Intentional Leadership Conference (ILC). Held in the spring of each year, this conference is open to all cadets and approved students from the broader TAMU community. The ILC fosters the development of leadership and career readiness skills that will help students from various backgrounds succeed as global leaders in the future.
- b. Rising Commanders Conference (RCC). Held in the spring of each year, this conference targets newly selected rising Corps and outfit commanders. The primary purpose of this conference is to equip these rising leaders for the leadership and ethical demands of Corps command. Content is primarily delivered through outgoing commanders and covers lessons learned, emerging issues, and practical guidance to design and implement a successful organizational culture, goal-setting, and mission accomplishment.

CHAPTER 2: CORPS ACADEMIC PROCEDURES

1. CLASS ATTENDANCE

- a. Cadets are expected to be on time to and attend all of their classes.
- b. Cadets will prioritize class attendance over Corps, outfit, ROTC, and special unit activities when there is a conflict.
- c. Cadets with a 0800 class on the A&M campus will be out of the dorm by 0730 and off the quad in time to be in class by 0755.
 - (1) Blinn TEAM and TEAB cadets may have classes beginning at 0745 or earlier. These cadets will be excused from outfit activities to allow them to prepare for class, eat breakfast, and travel to the RELLIS campus for the start of their class.
- d. Cadets who have classes that meet after the end of the Academic Day and/or during EST will be excused from activities.
- e. Procedures when cadets are absent from class:
 - (1) Cadets are responsible for notifying instructors of expected absences. See "Attendance Policy" in the "Student Rules" (www.studentrules.tamu.edu).
 - (2) In the event of an unexpected absence due to emergency illness or personal concerns, Academic Performance Specialists will coordinate on behalf of the student to properly inform a cadet's instructors.

2. SCHOLASTIC AWARDS

At the end of each semester, cadets who meet specific standards will receive the following Scholastic Awards:

- | | |
|---|-----------------------------------|
| f. Commandant's Honor Roll | 3.0 term GPA w/12 hrs, no D or F |
| g. Distinguished Student | 3.25 term GPA w/12 hrs, no D or F |
| h. Outstanding Academic Performance (Silver Star) | 3.5 term GPA w/12 hrs, no D or F |
| i. Superior Academic Performance (Gold Star) | 4.0 term GPA w/12 or more hours |

Note: Awards for students enrolled in TEAM and TEAB programs will combine GPA and hours between TAMU and Blinn.

3. EST PROCEDURES

- (1) EST occurs Sunday through Thursday from 1930 to 2215. On Wednesdays and Silver Taps days, EST begins at 1800 vice 1930.
- (2) EST provides cadets an opportunity to study when and where they desire at an on-campus academic facility (as approved by SOD) to achieve the best results possible. Cadets will not be required to study in conditions that might hinder their academic pursuits. Cadets determine when they will study/rest and how much time they need to devote to their studies.
- (3) Cadets desiring to leave the dorm during EST (for an approved activity or study location)

will sign themselves out in the Sergeant of Day (SOD) logbook and sign in upon their return. All cadets required to sit EST must return to the dorm prior to 2215 nightly unless approved for late return by the SOD. Cadets wishing to sign out of EST for any other reason will submit a request via military letter 48 hours prior to the requested event.

- (4) Approved locations for cadets during EST are:
 - (a) Scheduled Class/Exam/Academic Support activity.
 - (b) Campus libraries or other campus buildings.
 - (c) Leadership Learning Centers on the Quad. Cadets wishing to study together as a group of more than four should use the LLCs.
 - (d) Assigned Corps dorm room (off-campus or non-reg dorm room is not authorized). Cadets are authorized to study together in a dorm room if the activity is academic in nature and does not exceed four in a room. EST is not a time for cadets to visit and socialize
 - (5) Activities Permitted during EST:
 - (a) Academic activities (individual study, tutoring, test reviews, group study, supplemental instruction, departmental reviews, academic research, and other activities that promote academic progress).
 - (b) Personal hygiene and doing an individual's laundry using the dorm's laundry services.
 - (c) Attending religious services or studies one night per week.
 - (d) Cadets will be fully dressed but may wear any attire they prefer.
 - (6) Prohibited Activities during EST:
 - (a) Watching television shows, movies, or non-academic videos on a computer or TV. Playing, watching someone else play, or any other actions related to video games.
 - (b) Attending or participating in intramural events. Sophomores (EST level III) are allowed to participate provided they sign out/in with the OD/SOD.
 - (c) Conducting unit business with freshmen and sophomores (counseling, collection of dues, sign-up for events, etc.).
 - (d) Whipping out and greeting.
- j. EST Instructions
- (1) Cadets who are required to sit EST will put a boot in their door from the beginning of EST until 2215. Cadets will remove the boot to change clothes.
 - (2) The OD/SOD is responsible for maintaining Quiet Hours conditions with the assistance of the Scholastics Chain personnel.
 - (3) The SOD or OD must be physically present and posted at the end of the dorm hallway from the beginning of EST until 2215.
 - (4) Checks by the primary command chain (platoon level and above), scholastic personnel, chaplains, and the OD/SOD are authorized and expected during EST. These checks will be short in duration and will not interrupt studies.

- (5) The OD/SOD will maintain the logbook and will ensure cadets are following appropriate sign-out/sign-in procedures.
- (6) The OD/SOD may secure from physically standing duty at 2215. The SOD will dim the hallway lighting upon securing at 2215.
- (7) Corps Academics, working with the Corps Scholastics Officer, will provide a standardized OD/SOD EST SOP with specific instructions regarding the execution of EST. The EST SOP is an inspection item for all EST inspections.

CHAPTER 3: CORPS ADMISSIONS AND ADMINISTRATION

1. CORPS ADMISSIONS POLICY

- a. Incoming freshmen may join the Corps of Cadets by applying for membership prior to Cadet Onboarding in August.
- b. Undergraduate students wishing to join the Corps after beginning their college career must demonstrate a plan to spend at least two full years in the Corps of Cadets. This allows them to complete a semester as a Fish then continue their Corps career as a sophomore or junior and finish as a senior.
- c. Graduate students contracted through an ROTC will be considered for membership on a case-by-case basis. If approved, these students will join the Corps as a Day Student. In most cases, these students will complete a semester as a fish, then move to junior status and finish their Corps career as a senior. Students who transition to a graduate program while members of the Corps may continue.
- d. All students wishing to pursue a commission through the ROTC programs at Texas A&M must be members of the Corps of Cadets. Exceptions are made for those students who are active duty and going to school under a service program. Students pursuing a commission outside the ROTC programs are not required to be members of the Corps.
- e. Students who transfer to Texas A&M after completing their freshman year at a service academy, a Senior Military College while member of that school's Corps, or a Texas A&M System school while a member of that school's Corps (TAMUG or Tarleton Corps) will receive credit for that year and enter the Texas A&M Corps a sophomore cadet. These cadets will wear AMUs for the fall semester and receive their Corps Brass with first-time in college freshman, or earlier as determined by the outfit commander.

2. ASSIGNMENT OF FRESHMEN AND TRANSFER STUDENTS

- a. Band freshmen are assigned to the Aggie Band regardless of ROTC affiliation. The Band Director makes assignments to units within the band.
- b. All other freshman cadets will be assigned to units based on need of the Corps.
- c. Cadets who enter the Corps in a status other than First Time In College (FTIC) will be assigned to D-1, K-1, or Squadron-18 for their first semester. During their first semester in the Corps, cadet records will be reviewed and evaluated by Corps Academics to determine academic and Corps classification based upon progress to degree in their university-approved degree plan.

3. REQUESTING DAY STUDENT STATUS

- a. Cadets who wish to reside off-campus may request "day student" status provided they meet one or more of the following criteria.
 - (1) Married and plan to reside with spouse in Bryan/College Station area (Must present marriage certificate).
 - (2) Plan to reside with parents in Bryan/College Station area (Must present proof of parents residing locally; living with siblings or extended family does not qualify).

- (3) Varsity athlete (Verification by Athletic department required).
 - (4) Veteran military service member (must have completed a combat deployment of six months in length or served at least 12 months of continuous active service) (Must present a copy of DD-214). Entry-level training and/or guard/reserve service without at least a year of active service does not qualify.
 - (5) Graduate students who have less than two years remaining on their program but want to pursue an ROTC commission.
- b. New cadets meeting the Veteran Service Member classification (see 4.a.(4) above) are assigned to Delta Company. All other new cadets meeting the requirements for Day Student will be assigned to an outfit. Cadets qualifying for Day Student Status after having been a member of the Corps for at least a year will remain assigned to their unit and fulfill all requirements of being a cadet in the unit.

4. INTERNATIONAL STUDENTS

International students are eligible to apply for Corps membership provided they have the approval of their embassy and the university and an F1/J1 visa compliance. Some international students may not be eligible to participate in an ROTC program. In such cases (and when requested), the Commandant will decide whether to waive the requirement to take an ROTC course. International students are not granted Day Student status unless they meet the criteria as defined in 4.A. above.

5. REQUESTING A UNIT TRANSFER

To request a unit transfer, a cadet must obtain a Unit Transfer Form from the respective Operations Advisor and collect the recommendations from the gaining and losing outfit commanders and the gaining and losing Operations Advisors. Corps Operations is the approval authority for unit transfer requests. After approval, the cadet will take the form to Corps Housing to affect any necessary housing changes.

6. REQUESTING A TEMPORARY LEAVE OF ABSENCE

Cadets may request a temporary leave of absence (LOA) for no more than one semester to participate in study abroad, internship, co-op, or military service on orders. Cadets may also request LOA for serious medical reasons that require an extended absence from the Corps. Cadets approved for leave of absence remain members of the Corps and subject to Corps and university rules. They may retain their Corps uniforms and participate in selected Corps activities as their schedules permit with the approval of their Operations Advisor. Cadets will request the LOA through their respective Operations Advisor. Cadets will also request an LOA with Corps Housing/ResLife. Cadets who require more than a one semester absence will resign from the Corps and reapply upon their return to Texas A&M.

7. ADMINISTRATIVE SEPARATION

The Commandant may terminate membership in the Corps of Cadets at any time for failure to comply with the membership requirements; based on the recommendation of the Corps Commander; as the result of a disciplinary sanction; or for just cause.

8. RESIGNING FROM THE CORPS

- a. Cadets who choose to resign from the Corps will initiate the process by obtaining a Corps Resignation Form from their Operations Advisor. Each cadet must complete the form and obtain the required signatures listed on the form.
- b. Normally, cadets enrolled in ROTC who withdraw from the Corps are dropped from the ROTC program. When the PMS, PNS, or PAS determines completion of the ROTC course is in the best interest of the military, he/she will make such a request to the Commandant.
- c. Operations Advisors will ensure the person responsible for the cadet's ROTC records is aware of the resignation and completes the required steps for ROTC disenrollment.
- d. Operations Advisors and COs will determine why the cadet has decided to resign and attempt to help the cadet resolve any problems. If, after such counseling, the cadet still desires to resign, the individual will sign the resignation form and allow the resignation process to continue.

9. REAPPLYING FOR CORPS MEMBERSHIP

Cadets who have previously resigned, been involuntarily terminated, or taken a leave of absence from the Corps of Cadets may reapply for member by contacting the Corps Operations office at corpsops@corps.tamu.edu. The Commandant's staff will consider requests for Corps membership at semi-annual application reviews.

CHAPTER 4: INTRAMURAL PROGRAM AND FLAG AWARDS

1. ADMINISTRATION

- a. The governing document for the intramural sports program is the Intramural Sports Handbook, which can be found at <http://recsports.tamu.edu/programs/intramurals/> along with other important information including schedules and a link to online team registration.
- b. The Corps of Cadets pays for each unit to have up to three teams compete in each of the Corps-sponsored intramural sports (e.g., Corps A Team, Corps B Team, and fish Team). The sponsored sports include flag football, softball, basketball, soccer, and swimming.
- c. If a unit chooses to sign up more than three teams for a sponsored sport, or to participate in a non-sponsored intramural sport or event, the unit is responsible for paying the entry fee for the additional team(s).
- d. Corps fish intramural games are scheduled during times that do not conflict with Evening Study Time (EST) unless an exception is approved by the Office of the Commandant.
- e. Questions about the intramural program may be directed to the Department of Recreational Sports Intramural Office, room 114 Student Recreation Center, 979-862-1884, im@rec.tamu.edu.

2. ATHLETIC OFFICER RESPONSIBILITIES

- a. Attend scheduled meetings with Rec Sports officials to stay informed about the program.
- b. Keep the commander and unit informed about the intramural program and schedule throughout the school year.
- c. Ensure the unit's teams are registered on time for intramural sports.
- d. Ensure the unit's teams show up on time to compete in scheduled games and meets.
- e. Be familiar with the point system for determining the award winners, as outlined in the *Intramural Sports Handbook*.

3. INTRAMURAL FLAG AWARDS

The Penberthy-Tischler Flag, the Corps Flag, and the Freshman Flag were established to recognize the outstanding intramural achievement of a company, squadron, or battery. The flags are awarded at the end of the year and carried by the winning unit for Second Pass at Final Review:

- a. The Penberthy-Tischler Flag recognizes the best overall sports outfit. The Penberthy-Tischler Flag is named for W. L. Penberthy, Father of the Intramural Program at Texas A&M and later Dean of Students; and Carl Tischler, distinguished professor of Kinesiology.
- b. The Corps flag recognizes the unit which accrues the greatest number of points in upper-class intramural competition.
- c. The Freshman Flag recognizes the unit which accrues the greatest number of freshman intramural points.

4. CRITERIA

The competition in each division will consist of a total of eight intramural sports (4 major and 4

minor sports) equally divided between the fall and spring semesters. Points awarded per athletic contest will be in accordance with rules and regulations published by the Department of Recreational Sports.

5. PROCEDURES

- a. Rankings for intramural standings are compiled by the Department of Recreational Sports. Intramural flag competition will commence with the beginning of the fall semester and will end 2 weeks prior to Parent's Weekend. The specific date each year will be determined by the Department of Recreational Sports and the Office of the Commandant.
- b. All male units compete in:
 - (1) Both Corps Leagues (A and B)
 - (2) Freshman League
- c. Integrated units compete in:
 - (1) Corps League (A)
 - (2) Corps League (B)
 - (3) Co-Rec League
 - (4) Women's Residence Hall league
- d. Co-Rec League standings will substitute for freshman standings in the determination of the overall standings if these standings are the highest point total and only if the unit used ONLY Corps members to make up the team.
 - (1) Corps League points will be weighted twice that of the Freshman or Co-Rec League standings.
 - (2) Delta Company standing is determined as follows:
 - (a) Determine upper class competition standings.
 - (b) Determine the number of points for an equivalent standing among the freshman by subtracting 1 point from the next higher ranked freshman team.
 - (3) Specific details in determination of intramural standings are published by the Department of Recreational Sports.

CHAPTER 5: UNIVERSITY & CORPS STANDARDS AND ACCOUNTABILITY PROCESS

1. UNIVERSITY STANDARDS

- a. All students are expected to follow University rules. Student rules can be found at <https://student-rules.tamu.edu/>.
- b. Violations of Student Conduct, Academic or Civil Rights and Equity Investigation rules will be handled by the appropriate University office following University procedures.

2. CORPS OF CADETS STANDARDS

- a. All members of the Corps of Cadets are expected to follow rules outlined in the Standard and the Corps Policy Guidance (CPG.) Violation of Corps of Cadets rules will be initially handled through the cadet chain of command. If cadet corrective actions are not effective or violations are severe in nature the Corps Accountability and Standards Director will intervene and assist the chain of command in addressing the issues in accordance with the CPG. The responsibility of holding peers and subordinates accountable is an important part of Leadership Development and one of the responsibilities of cadet leadership. The Corps has established a demerit system to help with command authority. There may be times when the demerit system is not effective in maintaining good order and discipline. In these instances, cadets will use the Accountability and Standards process.
- b. The Corps of Cadets, in conjunction with the Office of Student Community Standards, Aggie Honor and CREI, has the responsibility of addressing alleged violations of the Standard, Student Rule 24, Academic Integrity and Title IX. Each process is outlined below.

(1) Violations of the Standard

- (a) Alleged violations of the Standard are handled at the outfit level through the Cadet Discipline system. If the violation is too severe for the outfit to handle internally, the violation is turned over to the Corps Standards and Accountability Director.
- (b) The Corps Standards and Accountability Director will work with the outfit, minor and major unit Commanders to address violations. This will be done by a conference where the responsible cadet, Outfit Co and Minor Unit CO will meet with the Director where the situation will be discussed, and the appropriate corrective action will be determined. It is imperative cadets have as much input to this process as possible to help them learn to judiciously correct and modify behavioral deficiencies, administer Cadet Performance Review Boards and address appeals.

(2) Violation of Student Rule 24

- (a) If an alleged violation of Student Rule 24 occurs the Corps Standards and Accountability Director, by MOU with Community Standards, has 72 hours to conduct an initial inquiry and make a recommendation as to whether the Corps or Student Conduct Office will hear the case. During this 72-hour timeline, the Corps Standards and Accountability Director will meet with the cadet involved, Major Unit Military and Operations Advisors, and outfit and Minor Unit leadership to determine context and factors of mitigation. At no point in this process will the outfit collect

statements from any cadet. If statements are needed, they will be directed and collected by the MA, OA or Corps Standards and Accountability Director.

- (b) At the conclusion of the internal inquiry, a recommendation will be made by the Commandant to the Director of Community Standards as to who should adjudicate the violation. The Director of Community Standards has the option of allowing the Corps to handle the issue or direct it to Community Standards.
- (c) If the issue goes to Community Standards, a joint investigation by both Community Standards and the Corps will be initiated. At the conclusion of the investigation, a joint determination will be made regarding whether a Student Rule violation occurred and what charges will be levied against the student. If charges are required, Student Rule 26, Student Conduct Proceedings, will be followed.
- (d) If the issue is remanded to the Corps, a Corps Charge Letter will be initiated informing the Cadets of the specific violations. The responsible cadet, outfit and Minor Unit CO's will meet with the Corps Standards and Accountability Director to determine responsibility and appropriate corrective actions. Sanctions may include, but are not limited to, Restricted Weekends, Letter of Reprimand, Corps Conduct Review, Corps Conduct Probation, Corps Suspension, and educational requirements.
- (e) When a cadet is found responsible for a violation, they will receive a Sanction letter outlining their violation and appropriate sanctions. Any Cadet receiving a sanction has five business days from the date of the letter, to appeal the sanction, in writing, to the Chief of Staff. The Commandant will have the final decision regarding appeals and will agree with the decision made by the panel, modify the sanction, or overturn the sanction. Grounds for appeal include new information that was not available during the hearing, or the sanction is considered too severe for the violation.

(3) Violations of Academic Standards

All potential violations of Academic Standards will be adjudicated by the Aggie Honor System following their procedures. Sanctions will be shared by the Aggie Honor System Office and with the Corps Standards and Accountability Director. The Corps reserves the right to add additional sanctions.

(4) Civil Rights and Equity Investigation

Any cadet who believes they have been the victim of and any member Office of the Commandant Staff who has direct knowledge of discrimination and/or harassment on the basis of race, color, sex, gender identity, age, religion, disability, national origin, sexual orientation, genetic information or veteran status is required to file a complaint with CREI. CREI will notify the Corps Standards and Accountability Director of any pending cases and the outcome of those cases.

3. INITIAL NOTIFICATION

- a. Upon receipt of an alleged violation report, the Corps Standards and Accountability Director will accomplish an initial investigation by contacting the Military Advisor, outfit Commanding Officer, involved cadet and other appropriate sources to determine context and mitigating circumstances in accordance with the Memorandum of Understanding (MOU) between the Dean of Student Life and the Office of the Commandant. A report will be made to the

Commandant with a recommendation of conducting a joint investigation with Student Conduct or addressing the situation within the Corps.

- b. If the allegation is turned over to Student Conduct, University Student rules will be followed

4. CADET STANDARDS AND ACCOUNTABILITY PROCESS

The following procedure will be used if the allegation is deemed to be a violation of the Standard, Corps of Cadets Core Values, the Aggie Code of Honor or the Cadet Oath.

- a. The CSAD will contact the involved cadet to set up a meeting to discuss the issue.
- b. During the meeting, CASD will ask the cadet to explain what happened.
- c. After the initial meeting, the CSAD will contact the unit commander and unit military advisor to discuss the situation and corrective actions. 19
- d. The CSAD, outfit and minor unit commanders and military advisors will meet with the involved cadet to discuss a course of action to correct the deficiency.
- e. A sanction letter will be provided to the involved cadet outlining the infraction, sanctions, and impact of the sanctions. Sanctions are listed in the Standard.
- f. Instruction for appeal of the sanctions will be included in the outcome letter. Appeals are based on the following: sanctions too harsh for the incident, new information is available that was not presented at the original meeting.

5. SANCTIONS

Sanctions for rules violations vary in severity depending on the nature and severity of the violation. Sanctions for violations may include:

- a. University/Corps Expulsion. Separation action without option for readmission to the Corps and/or University.
- b. Corps Dismissal. Separation action for an indefinite period; readmission to the Corps is not guaranteed but will be considered if the cadet chooses to reapply for Corps membership in the semester following dismissal.
- c. University/Corps Suspension. Separation for a defined period; readmission is not guaranteed but will be considered upon request after the defined period of suspension.
- d. Corps Deferred Suspension. The sanction of suspension may be placed in deferred status. In this case, a violation of the Corps Discipline Policy during this period will cause the suspension to take effect immediately without further review. Additional action may also be taken regarding the most recent offense. Deferred suspension also carries the restriction a student is "Not in Good Standing" with the Corps of Cadets. This sanction includes:
 - (1) May not hold a leadership position (defined as any Green Tab position, including CO, XO, SGM and 1SG for both Corps Units and Special Units e.g., Ross Volunteers).
 - (2) May not represent the Corps of Cadets to anyone off campus (e.g., Corps, Band, and PMC trips).
 - (3) Will have their Corps-administered scholarship reviewed. The Corps Accountability and Standards Director will be responsible for notifying the scholarship administrator when a cadet is not in good standing.

- (4) Further Corps provisions may be imposed by the Commandant on the sanctions outlined in the Sanction letter.
- e. University/Corps Conduct Probation. An official warning a cadet's conduct has been in violation of University Rules and/or the Corps Discipline Policy, but is not serious enough to warrant expulsion, dismissal, or suspension. Conduct Probation means a cadet is "Not in Good Standing" with the University/Corps. Violation of any part of the probation may result in further sanctions. This sanction includes the same restrictions as Deferred Suspension.
- f. University/Corps Conduct Review. An official warning the cadet's conduct is in violation rules and regulations but is not sufficiently serious to warrant conduct probation. A cadet on Conduct Review shall remain "In Good Standing" with the Corps. This sanction may require regular meetings with an appropriate official and could also result in:
 - (1) Relief from Command or Position.
 - (2) Reduction of Cadet Rank.
 - (3) Payment of Damages.
 - (4) Restricted Weekends/Marching Tours.
 - (5) Letter of Reprimand.
 - (6) Demerits.
 - (7) Other similar and appropriate sanctions as approved by the Commandant.

6. APPEALS OF SANCTIONS

Cadets receiving sanctions because of a student conduct process have the right to appeal as outlined in their Sanction Letter.

7. ADMINISTRATIVE SEPARATIONS

The Commandant of Cadets may terminate Corps membership of any cadet for behaviors that are deemed inconsistent with the Aggie Code of Honor, university core values, cadet values, or the cadet oath. The following are examples of actions that may result in administrative separation from the Corps.

- a. Failure to take or pass the For the Record Corps Physical Fitness Test (PFT) and/or failure to meet the Corps Weight Management standards each semester.
- b. Any cadet who fails to make a C or better in any of the required SOMS or ROTC classes.
- c. Any cadet who delays more than two weekends to begin serving their restricted weekends (RWs) or fails to complete their RWs prior to the end of the semester. This information is found on the cadet CMS.
- d. Any cadet failing to meet the requirements of their Corps Academic Probation Contract.
- e. A sanction of Corps Dismissal from the Cadet Performance Review Board (CPRB).
- f. A loss of trust and confidence.
- g. A failure to adapt to the Corps of Cadets' military-based cultural model.

CHAPTER 6: SEXUAL HARRASSMENT, SEXUAL ASSAULT, DATING/DOMESTIC VIOLENCE, STALKING, OR RETALIATION

1. GENERAL

Texas A&M University and the Corps of Cadets strives to maintain a work and educational environment free from discrimination, sexual harassment, sexual misconduct, stalking, dating and domestic violence, and related retaliation in accordance with applicable federal and state laws. Individuals are encouraged to report all unwelcome conduct of a sexual nature, stalking, or domestic / dating violence, and should not wait to report conduct of concern until it becomes severe, pervasive, or persistent harassment. University officials can take proactive steps to address conduct, perhaps prevent conduct from continuing or escalating, and/or to protect or otherwise assist the recipient of the conduct. For more information on the Texas A&M University Sexual Harassment Grievance Procedure go to: <http://student-rules.tamu.edu/rule47>.

2. REPORTING TO LAW ENFORCEMENT

Students have the option of notifying or not notifying law enforcement authorities including university and local police. University Police Department – 979.845.2345.

3. REPORTING TO THE UNIVERSITY

- a. Students may contact the Offices of the Dean of Student Life (studentlife.tamu.edu or 979.845.3111) for assistance with reporting a complaint to the University.
- b. Students may also make inquiries or file a complaint by contacting the University's Title IX Coordinator (TitleIX.Coordinator@tamu.edu or 979.845.0977).

4. CONFIDENTIAL REPORTING OPTION

In most cases, counselors in the Student Counseling Service (scs.tamu.edu/979.845.4427) are not required to, nor may, report an incident that in any way identifies the student concerned without the student's consent. However, if an imminent harm situation is present, the counselor must take action to protect whomever is at risk.

5. SUPPORT SERVICES

- a. Student Assistance Services – 979.845.3113
- b. University Police Department Victim's Advocate – 979.845.2345
- c. University Health Services Mental Health – 979.845.4427, SCS Helpline – 979.845.2700
- d. University Health Services – 979.458.4584
- e. Women's Support Services – 979.845.3113
- f. Department of Student Life – 979.318.5086
- g. Sexual Assault Resource Center (Community Resource) – 979.731.1000

CHAPTER 7: PROHIBITED ACTIONS

1. VIOLATION OF FEDERAL OR STATE LAW

Violation of any law of the United States or the State of Texas, or violation of municipal ordinances.

2. VIOLATION OF UNIVERSITY STUDENT RULES

Violation of any rules and/or regulations specified in the University Student Rules. The following are examples of prohibited conduct extracted from University Student Rules. The University numbering system has been retained for ease of reference. This list is not designed to be inclusive or exhaustive.

3. STUDENT CONDUCT CODE

See [Student Rule 24](#) for the most current Student Conduct Code.

4. VIOLATION OF CADET STANDARDS OF CONDUCT

- a. **Conduct Unbecoming a Cadet.** A cadet is responsible of “conduct unbecoming a cadet” when his or her actions or conduct could be interpreted to be detrimental to the best interests of the individual cadet, other persons, the cadet’s unit, the Corps of Cadets, or Texas A&M University.
- b. **Disrespect or Insubordination.** Any cadet who is disrespectful or insubordinate in demeanor, word or action toward any university official or cadet in the chain of command, whether or not this occurs in their presence is subject to sanction under this action.
- c. **Failure to Follow Orders.** Failure to follow the verbal or written orders/directions of the Commandant, any university official or cadet in the chain of command.
- d. **Negligence of Leadership.** Anyone in the cadet chain of command is responsible for ensuring the cadets under their authority follow and obey the Corps requirements. Additionally, a cadet in the chain of command must be wise with his/her use of authority. His/her actions and directives must be reasonable and prudent.
- e. **Permission to Touch**
 - (1) It is improper for a cadet to touch another cadet without his or her permission unless there is a legitimate safety reason (e.g., a cadet about to fall, in danger of being hit by a vehicle, etc.).
 - (2) It is proper to touch, with permission, another cadet when making minor corrections such as adjusting a hand salute.
 - (3) It is never proper for a cadet to touch or grab a fellow cadet for the purpose of harassment or disciplinary action.
 - (4) When upperclassmen are addressing or instructing underclassmen, a safe rule of thumb is to remain at least one arm’s length away from the underclassmen.
- f. **Abuse of Class Relationships**
 - (1) Upper-class cadets will not require lower class cadets to perform “personal service” tasks (e.g., moving the upperclass cadet’s car to avoid a parking violation, picking up cleaning,

etc.). Performing personal service or unauthorized details directed by upperclassmen with or without remuneration is also a violation.

- (2) Upper-class cadets will not require lower class cadets to “earn privileges” or perform unauthorized physical training to receive a “special position or duty” or unit “passdown.”
- (3) Do not borrow items (e.g., money, services, vehicles, uniform items, clothes, etc.) across class lines. This practice disrupts good order and discipline and may pose a question of coercion or abuse of position/power.

g. Improper Cadet Relationships

- (1) Improper relationships are relationships that could result in actual or perceived favoritism, unfairness, or partiality, that are detrimental to good order and discipline within the unit or the chain of command.
- (2) Dating among cadets is permissible; however, dating will be conducted with the same standards of discretion and good judgment expected of all cadets. If cadets within a minor unit decide to date, they will consult with their Military Advisor for potential reassignment. Military/Operations Advisors will resolve outfit assignments for cadets in personal relationships.
 - (a) Upper-class cadets will not date freshman cadets.
 - (b) There will be no intra-outfit dating (within same outfit). The Texas Aggie Band is considered to be six separate outfits.
 - (c) Cadets will not date others in their direct chain of command.
 - (d) Dating between fish will be allowed provided the relationship is not intra-outfit.

h. Public Displays of Affection

- (1) Cadets in uniform will refrain from personal/romantic contact in public view. A male cadet may offer his left arm to a woman when walking. A female cadet may take the arm of a man while walking. Walking arm-in-arm does not preclude the requirement to render proper military courtesy. Holding hands or walking or sitting with arm around waist or shoulder is not permitted.
- (2) The Aggie Tradition of kissing after the football team scores is permitted and not considered a violation of this policy.

i. Use of Profanity. Members of the Corps of Cadets will not use profanity when performing Corps functions, in the “Corps environment,” or while wearing Corps uniforms (i.e., all cadets are expected to use good judgment and restraint in expressing themselves).

j. Interference with Free Time. As a general guide for cadet conduct, all students are entitled to use free time to study, sleep or attend to personal matters, except when otherwise directed by competent authority. No person subject to these policies shall curtail or interfere with the use of available free time by any other person subject to these policies. The following are expressly prohibited:

- (1) Ordering any person subject to these policies to run errands or placing any person on an unauthorized detail; conversely, submitting to the running of errands or the performing of any unauthorized detail or service with or without remuneration. For additional

- information refer to abuse of class relationship.
- (2) Requiring freshmen to participate in “uniformity” activities (e.g., requiring a “fish Buddy” to enter/exit the quad/dorm or get another plate of food, etc.).
 - (3) Requiring cadets to return to the dorm between classes unnecessarily.
 - (4) Requiring any unauthorized activity during the Academic Day.
- k. **Motor Vehicles.** No motor vehicle will enter, be operated on, or parked in the quadrangle or dormitory area.
- l. **Pets.** Per Texas A&M University Student Rule 36 students are prohibited from keeping pets or other animals on the campus or taking such animals into dormitories, dining halls, or other University buildings. Pets include all forms of wild or domesticated animal life. The exception to this rule is the Aggie Mascot, Reveille, and fish in an aquarium. Maximum approved aquarium size for use in a Corps dorm room is 20 gallons. Cadets must consult with Corps Housing before bringing an aquarium measuring 10-20 gallons. Requests for exceptions will be submitted to Corps Housing through the appropriate Military Advisor. Refer to [Dorm Administration](#) for a further discussion on animals in the Corps dorms.

CHAPTER 8: UNIVERSITY & CORPS ACCOUNTABILITY PROCESS

1. INITIAL ACTION

Upon receipt of a report of an alleged violation, the Commandant or Director of Standards and Accountability may ask for recommendations from the cadet's Military Advisor or from any other appropriate source. The decision to require joint action with Student Conduct Office or handle the alleged violation within the Cadet system will be made in accordance with the Memorandum of Understanding (MOU) between the Dean of Student Life and the Office of the Commandant.

2. RIGHTS

For the University Discipline Process, these include the right to an Advisor, the right to know the specific charge being brought against them, the right to be informed in writing at least three (3) class days before the hearing, the right to waive the three-day notice of charges, the right to remain silent, the right to present witnesses, the right to review their cadet record, the right to receive a written statement of the outcome of the hearing, and the right to an appeal.

3. CHARGES

The issuance of a charge letter is the first step in the conduct hearing process. This letter states the alleged rules violation and/or incident of concern and requires the cadet(s) to schedule a hearing with the appropriate office. The charge letter does not indicate a presumption of responsibility of a rule violation, but rather a complaint has been made against the cadet and there is a need to hear both sides of the situation. Once a charge letter has been sent, the student may have access to view a part of the conduct file and information that resulted in the charges.

4. SANCTIONS

Sanctions involving expulsion and suspension from the University will be assessed by the CSAD and representatives from the Student Conduct Office via a Student Conduct Panel in accordance with the joint Memorandum of Understanding. Sanctions of offenses not involving removal from the University will normally be assessed by the CSAD and possibly a representative from the Student Conduct Office again in accordance with the joint Memorandum of understanding. Sanctions for offenses may include:

- a. University/Corps Expulsion. Separation action without option for readmission to the Corps and/or University.
- b. Corps Dismissal. Separation action for an indefinite period; readmission to the Corps is not guaranteed but will be considered upon request which can be submitted any time after the start of the Dismissal.
- c. University/Corps Suspension. Separation for a defined period; readmission is not guaranteed but will be considered upon request after the defined period of suspension.
- d. Corps Deferred Suspension. The sanction of suspension may be placed in deferred status. In this case, a violation of the Corps Discipline Policy during this period will cause the suspension to take effect immediately without further review. Additional action may also be taken regarding the most recent offense. Deferred suspension also carries the restriction a student

is "Not in Good Standing" with the Corps of Cadets

- e. University/Corps Conduct Probation. An official warning a cadet's conduct has been in violation of University Rules and/or the Corps Discipline Policy, but is not serious enough to warrant expulsion, dismissal, or suspension. Conduct Probation means a cadet is "Not in Good Standing" with the University/Corps. Violation of any part of the probation may result in further sanctions. This sanction includes the same restrictions as Deferred Suspension, therefore the Cadet:
 - (1) May not hold a leadership position (defined as any Green Tab position, including CO, XO, SGM and 1SG for both Corps Units and Special Units e.g., Ross Volunteers).
 - (2) May not represent the Corps of Cadets to anyone off campus (e.g., Corps, Band, and PMC trips).
 - (3) Will have their Corps-administered scholarship reviewed. The CSAD will be responsible for notifying the scholarship administrator a cadet is not in good standing.
 - (4) Further Corps provisions may be imposed by the Commandant on the sanctions outlined in the Sanction letter.
- f. University/Corps Conduct Review. An official warning the cadet's conduct is in violation rules and regulations, but is not sufficiently serious to warrant conduct probation. A cadet on Conduct Review shall remain "In Good Standing" with the Corps. This sanction may require regular meetings with an appropriate official and could also result in:
 - (1) Relief from Command or Position.
 - (2) Reduction of Cadet Rank.
 - (3) Payment of Damages.
 - (4) Restricted Weekends/Marching Tours.
 - (5) Letter of Reprimand.
 - (6) Demerits.
 - (7) Other similar and appropriate sanctions as approved by the Commandant.

5. APPEALS OF CORPS AND/OR UNIVERSITY SANCTIONS

Cadets receiving sanctions because of a student conduct process have the right to appeal as outlined in their Sanction Letter.

6. SUSPENSION FROM THE CORPS OF CADETS

Any cadet who receives a sanction of suspension or higher, must follow the written instructions presented to them in their sanction letter. The instructions for administrative separation are the same as suspension from the Corps of Cadets. They include:

- a. A definite time in which they must leave the Corps.
- b. Paperwork for leaving begins with the Corps Operations notification to cadet.
- c. Failure to check out properly may result in additional administrative uniform and housing fees.
- d. Admission back into the Corps is dependent upon completion of the sanction and approval by the Commandant.

7. ADMINISTRATIVE SEPARATIONS

The Commandant of Cadets may terminate Corps membership of any cadet for behaviors that are deemed inconsistent with the Aggie Code of Honor, university core values, cadet values, or the cadet oath. The following are examples of actions that may result in administrative separation from the Corps.

- a. Failure to take or pass the For the Record Corps Physical Fitness Test (PFT) and/or failure to meet the Corps Weight Management standards each semester.
- b. Any cadet who fails to make a C or better in any of the required SOMS or ROTC classes.
- c. Any cadet who delays more than two weekends to begin serving their restricted weekends (RWs) or fails to complete their RWs prior to the end of the semester. This information is found on the cadet CMS.
- d. Any cadet failing to meet the requirements of their Corps Academic Probation Contract.
- e. A sanction of Corps Dismissal from the Cadet Performance Review Board (CPRB).
- f. A loss of trust and confidence.

CHAPTER 9: ALCOHOL AND DRUG POLICY

1. ALCOHOL USE

- a. In support of good order and discipline, alcoholic beverages are permitted on the Quad in accordance with the following policy:
 - (1) Alcohol possession and consumption is only allowed in a cadet dorm room where both cadets assigned to the room are 21 or older and both are junior or senior class cadets.
 - (2) All cadets present in the room during alcohol consumption must be of legal age and junior or senior class cadets.
 - (3) White belts on scholastic probation are prohibited from possessing or consuming alcohol.
 - (4) The door must be closed during alcohol consumption.
 - (5) Alcoholic beverages may be possessed or consumed as outlined above, but not sold or manufactured.
 - (6) All alcohol transported through public areas must be unopened and concealed. Possession or consumption of open or unconcealed containers is not permitted in hallways, bathrooms, stairwells, Leadership Learning Centers, or other public areas.
 - (7) Alcohol containers will not be used for decoration.
 - (8) Alcohol will be stored out of sight during inspectable hours.
 - (9) Alcohol will be removed entirely from the cadet dorm room when hosting future leaders (Spend the Night with the Corps or Corps Leadership Invitational) is assigned to stay during the entirety of their youth program visit.
 - (10) General Consequences. Cadets in violation of the alcohol on the Quad policy will be charged with violating Corps/University Alcohol Policy rules. The following consequences may be considered:
 - (a) Demerits.
 - (b) Community Service Hours.
 - (c) Quad Service Hours.
 - (d) Marching Tours.
 - (e) Restricted Weekends.
 - (f) Reduction in Rank.
 - (g) Removal from Corps extracurricular activities (Corps Special Units, Corps Athletics Teams).
 - (h) Removal and relocation from current outfit.
 - (i) Removal of leadership positions held.
 - (j) Alcohol remediation.

(k) Dismissal from the Corps of Cadets.

(11) Unit SOPs. At echelon, unit commanders will publish a standard operating procedure that mitigates the risks of alcohol, establishes expectations for the unit regarding alcohol, and provides instructions for responding to violations within the limits of the Corps of Cadets Alcohol Policy. Unit SOPs may be additive to this policy but will not reduce the guidelines outlined herein. Cadets will be held accountable to their commander's SOP at all times. Unit SOPs will be routed through the Chain of Command to the next level commander for approval in a time as directed by the next level commander. Commanders will be responsible for ensuring execution of their SOP and accountability of actions and activities within their unit.

(12) Alcohol Training

(a) Commanders will conduct outfit/staff training to educate all cadets under their command on the current Corps of Cadets alcohol policy, the unit SOP, and alcohol awareness training. This training will be executed at the beginning of each semester, as directed by the Corps Commander. After the training, all cadets will sign the [Corps of Cadets Alcohol Policy Compliance Form](#) to indicate understanding of the policy. The Policy Compliance Form will be routed up to the next level commander.

(b) Only after completion of this training and unit completion of the Alcohol Policy Compliance Form does the unit rate this privilege.

(13) Policy Termination. Repeated offenses of this policy will result in revocation of this privilege for the unit in violation. Commanders may route a request up through their chain of command to the next level commander to implement a zero-tolerance policy within their respective unit(s). Under this zero-tolerance policy, all alcohol will be removed from the unit within a time directed by the commander who initiated the zero-tolerance policy request.

- b. Cadets will not consume alcohol while in uniform on or off campus unless specifically approved by the Commandant or his designated representative. Cadets who perform a duty representing Texas A&M or the Corps of Cadets (e.g., Fighting Texas Aggie Band, Football Corps March-In, Corps Reviews and Parades, Officers of the Day, Color Guard, PMC, RV, FDT, etc.) will not consume alcohol for the period eight hours prior to the event until after the completion of the duty event. Additionally, all cadets must be fit for duty and not be suffering ill effects of alcohol consumption at the commencement of the duty event.
- c. Cadets who are 21 years old or older and publicly intoxicated, on or off the university campus, will be charged with violating University Student Rules. This rule also applies to cadets, who allow, provide, or do not attempt to stop a cadet under the age of 21 from drinking, on and off campus. Sanctions for most alcohol-related infractions include University/Corps Conduct Probation and alcohol abuse education. Cadets who provide alcohol to minors may be suspended for at least one semester.
- d. Cadets who are under the age of 21, and in possession of, or drinking alcohol, or publicly intoxicated, on or off the university campus, will be charged with violating University Student Rules. Sanctions for most under 21 alcohol-related infractions include University/Corps Conduct Probation, alcohol education, and a letter to the cadet's parents.

- e. Outfit Social Events – off/on campus. Any social event sponsored by an outfit cannot use outfit funds to purchase alcohol for the event. Additionally, at an outfit social event where any cadet is under the age of 21, alcohol may only be served/available IAW Student Activity Rules (i.e., positive control of no alcohol to minors). All outfit sponsored social events off campus require a Risk Assessment form (approved by Student Activities and the outfit Military Advisor) and a military letter approved by the Corps Commander.
- f. If you know of a cadet who appears to have a serious drinking problem (e.g., constantly drinking, getting drunk several nights a week, etc.), express your concern to an appropriate Corps or Office of the Commandant staff member. If he/she is having drinking problems, he/she also may be having other problems (e.g., social, academic, mental, physical, etc.). Referral of the cadet to the Student Life Alcohol and Drugs Education Programs or University Health Services may also help.

Corps of Cadets Alcohol Compliance Form

UNIT: _____

SEMESTER (FALL/SPRING) & YEAR: _____

DATE SUBMITTED: _____

By signing, the signee indicates understanding of the current Corps of Cadets Alcohol Policy.

Last name, first name (Print)	Signature	Date

2. ILLEGAL DRUG USE / ABUSE OF LEGAL SUBSTANCES

- a. As a deterrent against the illegal/inappropriate use of drugs, all cadets are subject to selection for a random drug test.
- b. Inappropriate drugs are defined as non-prescription substances that produce effects that impair the judgment of the cadet and interfere with “good order and discipline” (e.g., salvia, “herbal tobacco”, etc.). Use of prescription drugs without a valid prescription is illegal. Cadets found to be using drugs without a valid prescription will be dealt with as though they were using illegal drugs.
- c. Use of illegal/inappropriate drugs in the Corps of Cadets will not be tolerated. Cadets should submit any information regarding illegal/inappropriate drug use on or off campus to an appropriate Office of the Commandant staff member, who will notify University Police and take appropriate disciplinary action.
- d. Cadets found responsible for use or possession of illegal/inappropriate drugs are normally suspended for at least one semester. If a cadet is allowed to remain in the Corps (due to extraordinary circumstances), or is readmitted, he/she may be required to submit to drug testing (at their own expense) and test negative on all the required drug tests as outlined in the Corps Sanction Letter. The Commandant may require additional provisions on drug related sanctions.
- e. In the event of an overdose or other drug related problems needing medical attention:
 - (1) Call the emergency number 911 (9-911 from a campus phone).
 - (2) Transport to Beutel Health Center if situation dictates (845-1511).
 - (3) Bring possible clues for drug identification (empty pill bottles or vomit samples).
 - (4) Immediately call the Commandant’s Office (845-2811) or Corps Operations (862- 4311). If emergency occurs on a weekday after 1700 and before 0800, or on a weekend, notify the Commandant’s Duty Officer through the Guardroom at 979-845-6789 or directly at 979-229-5826.
- f. Commanders (or others) should contact the following in handling a drug-related problem.
 - (1) Any member of the Commandant’s staff.
 - (2) Student Life Alcohol and Drug Education Programs, 979-845-0280.
 - (3) Student Counseling Service, 979-845-4427.

3. RANDOM DRUG TESTING POLICY

- a. Intent. The use of illegal/inappropriate drugs in the Corps of Cadets runs counter to the values we hold, and our vision for character and leadership development. Illegal drug use will not be tolerated. Being under the influence and/or misuse of a controlled substance, or abuse of prescription drugs will also not be tolerated. This also includes substances similar to that of a controlled substance (e.g., “designer drugs”). As a deterrent against the use of these drugs, all cadets are subject to random drug testing via urinalysis. This policy outlines cadet expectations for compliance, execution of random drug testing, and actions taken upon the results of a positive test or when a cadet is found to be using or possessing illegal drugs.
- b. Compliance

- (1) Incoming freshmen cadets must complete a Random Drug Test Notification Waiver during cadet onboarding. 100% compliance is required to be a member of the Corps of Cadets.
- (2) Returning cadets (upperclassmen) must agree via the Random Drug Test Notification Waiver to random drug testing to be granted re-admission and remain members of the Corps of Cadets.
- (3) Execution of Testing. At random times during the school year at the discretion of the Corps Operations Director, cadets will be informed they have been selected for a drug test. Cadets must comply with all procedures of the published program within the time specified or face Corps Disciplinary actions for non-compliance. Notification and testing will be accomplished as follows:
 - (a) For standard testing, the Operations Director will notify the CDO the night prior to a scheduled testing period of which cadets will be tested the following morning and alert staff members of the need to conduct testing the following morning.
 - (b) During EST the night before testing, the CDO will notify the cadet leadership of affected cadets and provide the following instructions:
 1. The Commandant's staff will conduct random drug testing at 0600.
 2. All identified cadets must line up in the hallway at 0600 in outfit PT gear carrying only their student ID card.
 3. Cadets are not permitted to leave the dorm for any reason or to use the restroom.
 4. Cadets may drink water, coffee, soft drink, etc., to hydrate if needed.
 - (c) Commandant's staff members will post in the Ash II LLC as follows:
 1. Two staff members at a table to collect student ID cards and complete testing paperwork.
 2. One or more staff members to monitor sample collection in both the male and female restrooms. If no female staff members are available, a male staff member will inspect the female restroom prior to testing and post outside the door while females (individually) provide a testing sample. (Alternatively, a female cadet from Corps Staff or the Major/Minor Unit Staff will monitor sample collection in the female restroom.)
 - (d) Cadets will provide their student ID card to a member of the commandant's staff and will be handed a collection vessel.
 - (e) Cadets will proceed to the restroom to provide the requisite amount of sample material as instructed by members of the Commandant's staff. The staff member will verify the sample is within the required temperature range and ensure a proper amount was collected.
 - (f) Cadets will turn their sample into the Commandant's staff member who will verify the collection vessel is properly closed for packaging.
 - (g) Cadets will initial their sample vessel and packaging labels and verify student ID numbers have been transcribed correctly and match on all documents. Cadets on

prescription drugs must notify the Commandant's staff member handling the collection paperwork.

- (h) Commandant's staff members will affix a tamper resistant seal to the sample vessel, package according to manufacturer instructions, and affix the second seal to the outside of the package.
 - (i) Students will sign paperwork acknowledging proper handling and packaging and will be given a copy for their records.
 - (j) Following the testing period, samples will be boxed and shipped via express mail for laboratory testing. Between the end of sample collection/packaging and shipping, representatives from Commandant's office will maintain 100% control and accountability of the collected samples.
- (4) Notification of Test Results
- (a) The Corps Operations Director will receive the testing results via secured email and will review for positive findings.
 - (b) Cadets identified with a positive finding on the test results will be referred to the CSAD for investigation and disciplinary actions as necessary.

CHAPTER 10: CORPS WEAPONS POLICY

1. PURPOSE

This policy governs weapons use on campus by members of the Corps of Cadets.

2. WEAPON TYPES

- a. Operational Weapons. Weapons capable of firing projectiles or blank ammunition.
- b. Training Weapons
 - (1) Rubber and/or de-militarized weapons not capable of firing projectiles.
 - (2) The Office of the Commandant may grant approval for Corps special units (such as but not limited to Fish Drill Team, Ross Volunteer Company, Recon, SEAL Platoon, Rudders Rangers, etc.) to store in the residence halls "training weapons" which are utilized in their approved activity. Cadets who are part of these approved units/organizations are encouraged to secure the weapon with a locking mechanism. Additionally, senior cadets in the Corps of Cadets are authorized to possess and store their ceremonial sword that is part of the senior cadet uniform in their dorm room.
- c. Personal Weapons
 - (1) A personal weapon, in regards to dormitories and on campus, includes firearms, knives (including military fighting knives [K-Bar or bayonet]), bows and arrows, machetes, non-ceremonial swords, etc., over 4 inches, as well as axes and axe handles, clubs, taser/stun guns, and other items that logically could be used as a weapon. Personal weapons are generally prohibited on campus, except as provided in paragraph 2.c.(3) below.
 - (2) In addition, the following items are prohibited from being used inside of any residence hall room or public area: Airsoft guns, paintball guns and Nerf guns. These items may be stored in a residence hall room, but may not be used anywhere inside a residence hall.
 - (3) Texas State law allows an individual with a License to Carry to possess and store personal handgun(s) on campus. This applies only to handguns. Additionally, the individual must have completed the Concealed Carry course and possess a license/permit to carry a concealed handgun. All other personal weapons as described in paragraphs 2.c.(1) and 2.c.(2) above remain unauthorized.
 - (4) Refer to ResLife regulations for a further discussion on the required storage of an authorized handgun in a campus dormitory by a cadet possessing a License to Carry.
- d. Prohibited items discovered during an inspection will be confiscated and disciplinary action will be taken. Confiscated items will be turned over to the Standards & Accountability Director who will make final disposition in concert with the Student Conduct Office as required. UPD may also be notified. Failure by a concealed carry permit holder to properly secure their handgun in their dorm room (locked in an approved safe) when not in control of their weapon on their person is a violation of student conduct and housing regulations. UPD and the Standards & Accountability Director will be notified

for immediate action.

3. DESIGNATED TRAINING AREAS

- a. Designated training areas for the Corps of Cadets and ROTC students include: the Quad, Spence Park, Haney Field, Aggie Park, Military Science Building(the Trigon), Brayton Firemen's Training Center, Riverside Campus, Simpson Drill Field, Obstacle/Stamina Course area, and Fiddler's Green.
- b. In other than designated training areas, any cadet or ROTC student possessing any training weapon will be in a recognizable cadet or ROTC uniform. Physical training uniform is not acceptable.
- c. The University Police Department will be notified at least 24 hours in advance of any training involving training weapons by emailing the date, time, and location of the training to the following: Patrol Supervisors (patrol_supervisors@police.tamu.edu); and the Communications Office (communications@police.tamu.edu). A call to the University Police Department (UPD) (979-845-2345) will assistance or if the training is cancelled. This includes, but is not limited to the following:
 - (1) Best Ranger Competition.
 - (2) Road Marches.
- d. No ROTC-issued training weapons are authorized in any building on campus, (other than the Trigon) during normal training times with the following exceptions:
 - (1) Part of a military ceremony.
 - (2) During ROTC sponsored Leadership Laboratory meetings.

4. SECURITY AND STORAGE

- a. Operational Weapons will be issued and returned according to prescribed regulations and will be secured in designated storage areas located in the basement of the Military Science Building.
- b. ROTC Affiliated Special Units such as Rudder's Rangers, RECON Company, SEAL Platoon, and the Special Tactics Squadron, along with standard Corps outfits will comply with all ROTC procedures for training weapons (specifically Rubber Rifles) issue and storage. These training weapons can be maintained over night by cadets in their dorm rooms as required for training purposes. A member of the ROTC or Commandant staff is not required to be present for the issue, or use of the training weapons if the training has been previously approved by Operations Order or Cadet Military Letter and the proper notification of their outside use has been provided to campus authorities.
- c. Corps of Cadets Issued Training Weapons: This includes training weapons issued to the Ross Volunteers, Fish Drill Team, Color Guards, and Parson's Mounted Cavalry.
 - (1) Training weapons for the Ross Volunteers, Fish Drill Team, and Color Guards may be kept in an individual cadet room.
 - (2) Any individual or group training outside of normal, scheduled practices, will be conducted within the boundaries of the Corps dormitory area (the Quad).
 - (3) All Corps of Cadets issued training weapons will be returned, inventoried, and secured

upon completion of the academic year. Cadets taking their training weapon home for semester break (to practice) must complete an accountability form and follow all rules and regulations as to storage, transportation, and use of the training weapon.

5. TRANSPORT OF WEAPONS

- a. Operational Weapons will be transported in authorized vehicles designated by the ROTC program or the Office of the Commandant. These vehicles will be accompanied by either a member of the respective ROTC staff or designated advisor from the Office of the Commandant.
- b. Training Weapons will be transported in accordance with special unit SOPs. When transported in quantity, weapons will be accompanied by either a member of the respective ROTC staff or designated representative from the Office of the Commandant.
- c. Individual Transport of Training Weapons. Members of the Ross Volunteers, Fish Drill Team and Color Guards are authorized to transport their assigned ceremonial weapon in a privately owned vehicle during recognized student holiday periods. For loading/unloading of a weapon, the vehicle must be parked along Coke Street. The weapon will be moved directly from/to the dorm and the vehicle, and secured.

CHAPTER 11: ATHLETIC TRAINING ROOM

1. PURPOSE

The purpose and goal of the athletic training room is to evaluate, treat, and prevent musculoskeletal injuries sustained by cadets. It is the goal of the athletic training staff to provide the most efficient, competent, and progressive services possible to ensure the best medical care.

2. ATHLETIC TRAINERS

- a. The clinic is staffed with two full-time, nationally certified and state licensed athletic trainers, working under the delegation of a physician. Additionally, the clinic staffs graduate athletic training students through the Texas A&M Master of Science in Athletic Training Program that assist in the daily function of the athletic training room.
- b. Athletic trainers are healthcare professionals trained and specialized in sports specific orthopedic injuries. Under current national regulations, athletic trainers are required to have a master's degree to be nationally certified and must have Texas state licensure to practice.
- c. The five domains of athletic training include:
 - (1) Injury Prevention
 - (2) Clinical Evaluation and Diagnosis
 - (3) Immediate and Emergency Care
 - (4) Treatment and Rehabilitation
 - (5) Organization and Professional Health and Well-Being

3. SERVICES PROVIDED

- a. Evaluation of musculoskeletal injuries
- b. Emergency care during hours of operation, equipped with an AED and
- c. Free rental equipment (Crutches, boots, braces, wheelchairs)
- d. Point of contact for illnesses and injuries that may need to be referred
- e. Manual therapy and modalities (electrical stimulation, therapeutic ultrasound, game ready, ice, heat, therapeutic massage, muscle scraping, trigger point therapy, myofascial release, cupping, dry needling)
- f. Rehabilitative exercises and exercise program design
- g. Electronic and paper medical record keeping of injuries and illnesses
- h. Communication between cadets, leadership, and medical health professionals regarding injuries and illnesses of cadets
- i. Preventative care for injuries, and a resource in exercise program design

4. HOURS OF OPERATION

- a. Monday – Thursday: 06:00-11:00, 13:00-16:00

b. Friday: 06:00-11:00

5. PROCEDURES FOR SCHEDULING

- a. For all new injuries, cadets can either call the office number (979-845-1963) to schedule an appointment, or they can walk in and schedule at the front desk. To get scheduled for rehab sessions, cadets need to be an established patient and have had an evaluation done by an athletic trainer. Appointments for rehab can be made either after the evaluation, or by phone. Rehab sessions are by appointment only.
- b. Evaluation and treatment blocks are every 30 minutes, starting at 06:00.
- c. Rehab appointments occur every 45 minutes, starting at 06:00.

SECTION 2: OPERATIONS

CHAPTER 12: CORPS OF CADETS ORGANIZATION AND POSITIONS

1. COMMAND RESPONSIBILITIES AND POSITIONS

The Table of Organization (T/O) below contains the authorized positions within the Corps of Cadets. The Corps Commander (with Corps Operations Director approval) may authorize deviations as needed.

Corps Staff

Position	Rank	Position	Rank
Commander ¹	COL of Corps	Career Readiness Officer	LTC
Deputy Corps Commander ¹	COL	Corps Command Sergeant Major ¹ CCSM	
Chief of Staff	COL	Operations Sergeant	MSG
Operations Officer	LTC	Logistics Sergeant	MSG
Training Officer	LTC	Training Sergeant	MSG
Logistics Officer	LTC	Scholastics Sergeant	MSG
Scholastics Officer	LTC	Recruiting Sergeant	MSG
Recruiting Officer	LTC	Public Relations Sergeant	MSG
Public Relations Officer	LTC	Discipline/CPRB Sergeant	MSG
Disc / CPRB Officer / Adjutant	LTC	Inspector General Sergeant	MSG
Inspector General	LTC	Career Readiness Sergeant	MSG
Corps Chaplain	LTC		

Brigade/Wing/Regiment/Combined Band

Position	Rank	Position	Rank
Commander ¹	COL	Chaplain	MAJ
Executive Officer	LTC	Command Sergeant Major ¹	CSM
Scholastics Officer	MAJ	Scholastics Sergeant	SFC
Ops / Training Officer	MAJ	Ops / Training Sergeant	SFC
Logistics Officer	MAJ	Logistics Sergeant	SFC
Recruiting/PR Officer	MAJ	Recruiting / PR Sergeant	SFC
Disc Officer / IG / Adjutant	MAJ	Discipline / IG Sergeant	SFC
Career Readiness Officer	MAJ	Career Readiness Sergeant	SFC

Battalion/Group/Band Unit

Position	Rank	Position	Rank
Commander ¹	LTC	Chaplain	CPT
Executive Officer	MAJ	Command Sergeant Major ¹	CSM
Scholastics Officer	CPT	Scholastics Sergeant	SSG
Ops / Training Officer	CPT	Ops / Training Sergeant	SSG
Logistics Officer	CPT	Logistics Sergeant	SSG
Recruiting/PR Officer	CPT	Recruiting / PR Sergeant	SSG
Disc Officer / IG / Adjutant	CPT	Discipline / IG Sergeant	SSG
Career Readiness Officer	CPT	Career Readiness Sergeant	SSG

Company/Squadron/Battery³

<u>Position</u>	<u>Rank</u>	<u>Position</u>	<u>Rank</u>
Commander ¹	MAJ	Public Relations Sergeant	SSG
Executive Officer	CPT	Discipline Sergeant	SSG
Platoon/Flight Leader ¹	CPT	IG Sergeant	SSG
Operations Officer	1LT	Career Readiness Sergeant	SSG
Training Officer	1LT	Squad Leader ¹	SSG
Logistics Officer	1LT	Asst Squad Leader	CPL
Scholastics Officer	1LT	Fire Team Leader ¹	CPL
Recruiting Officer	1LT	Guidon Bearer	CPL
Public Relations Officer	1LT	Operations Corporal	CPL
Discipline Officer	1LT	Training/Athletic Corporal	CPL
Inspector General	1LT	Logistics Corporal	CPL
Career Readiness Officer	1LT	Scholastics Corporal	CPL
First Sergeant ¹	1SG	Recruiting Corporal	CPL
Platoon/Flight Sergeant ¹	SFC	Public Relations Corporal	CPL
Operations Sergeant	SSG	Discipline Corporal	CPL
Training/Athletic Sergeant	SSG	IG Corporal	CPL
Logistics Sergeant	SSG	Career Readiness Corporal	CPL
Scholastics Sergeant	SSG	Mascot Corporal (E-2)	CPL
Recruiting Sergeant	SSG	Asst Fire Team Leader	PFC

Corps and Major Unit Color Guard

<u>Position</u>	<u>Rank</u>	<u>Position</u>	<u>Rank</u>
Commander ²	MAJ	Color Sergeant	SFC
Senior Color Sergeant ²	MSG	Color Guard	CPL

Special Units⁴

<u>Position</u>	<u>Rank</u>	<u>Position</u>	<u>Rank</u>
Commander ²	MAJ	Operations Officer	1LT
Executive Officer	CPT	First Sergeant ²	1SG

Notes:

¹ Denotes cadets authorized to wear green tabs.

² Denotes cadets authorized to wear grey tabs.

³ Commanders need not place one cadet per billet, but they must ensure all billet responsibilities are assigned. Combining billet responsibilities under a single cadet is allowed.

All seniors without assigned positions are 2LTs; All juniors without assigned positions are SGTs; All sophomores without assigned positions are PFCs.

2. CORPS STAFF POSITION DESCRIPTIONS

- a. Corps Commander.** The senior ranking cadet officer in the Corps, the Corps Commander is ultimately responsible for all cadets and their actions as well as Corps events and activities. The Corps Commander may delegate authority to subordinates to act in accordance with directives, but can never delegate responsibility for ensuring standards

are met and policies followed by every member of the Corps. The Corps Commander supervises subordinate commanders, staff officers and the Sergeant Major of the Corps, and ensures units comply with all Corps and University policies while conducting proper risk assessments of organization activities. The Corps Commander is accountable to the Commandant.

- b. Deputy Corps Commander.** The Deputy Corps Commander assists with the execution of Corps activities and supervision of cadets as directed by the Corps Commander. As the second in command of the Corps, the Deputy Corps Commander may temporarily assume the duties, responsibilities, and authority of the Corps Commander in the Corps Commander's absence to ensure the Corps Commander's policies are followed and plans are executed to standard. Specifically, the Deputy Corps Commander is charged with executing coordination and liaison with external organizations within the university and student government. The Deputy Corps Commander is the immediate cadet supervisor for Delta Company. The Deputy Corps Commander is accountable to the Corps Commander and the Commandant.
- c. Corps Chief of Staff.** The Corps Chief of Staff assists with Corps activities as directed by the Corps Commander, ensures the Corps Commander's policies are followed, manages the Corps Staff, and coordinates staff actions. The Chief of Staff is charged with ensuring efficient and timely staff actions and acts as a sounding board, mentor, and coordination link for Major Unit Executive Officers. The Corps Chief of Staff is accountable to the Corps Commander.
- d. Corps Command Sergeant Major.** The Corps Command Sergeant Major is the senior ranking cadet noncommissioned officer in the Corps. As the "right-hand" of the Corps Commander, the Corps Command Sergeant Major carries out duties and tasks as directed by the Corps Commander. The Corps Command Sergeant Major works closely with the Major Unit Sergeants Major to ensure compliance with all Corps and University policies and execution of proper risk assessments of organization activities. As the peer-leader of the Major Unit Sergeants Major the Corps Command Sergeant Major facilitates accountability and ensures good order and discipline is maintained throughout the Corps. The Corps Command Sergeant Major acts in accordance with the intent and policies outlined by the Corps Commander, Deputy Corps Commander, and Corps Chief of Staff, and is an extension of their command team. The Corps Command Sergeant Major is accountable to the Corps Commander.
- e. Corps Staff.** Corps Staff consists of the Commander, Deputy Commander, Command Sergeant Major, and the Corps Chief of Staff, along with officers and sergeants serving in staff positions. The Commander, the Deputy Commander, the Corps Chief of Staff, and the Corps Command Sergeant Major form the upper tier of the cadet command chain while the staff officers and their sergeants are responsible for numerous staff areas, each with its own chain of coordination and communication. Delegation to act (as granted by the Commander) includes authority for staff leads to develop and issue orders tasking subordinate units based on the commander's guidance. Sergeants on Corps Staff are accountable to their staff functional area officer. Corps Staff Officers are accountable to the Commander. They communicate directly with and receive guidance from the Commander. At the same time these staff officers maintain a daily coordination and functional information flow with the Chief of Staff. In accordance with Commander's guidance, the Chief of Staff has tasking authority over the staff.

 - (1) **Adjutant / Discipline / Cadet Performance Review Board President (G-1).** The Adjutant coordinates personnel and administrative actions and works with subordinate

- Adjutants to ensure effective management of personnel data. The Adjutant supervises administrative personnel, ensures the accuracy of statistical information for compiling personnel reports, and accomplishes required tasks per The Standard and other directives. He/She serves as the Adjutant for Corps formations and parades. Corps Discipline Officer/Sergeant ensures proper execution of Restricted Weekends, Marching Tours, and all discipline items. The Cadet Performance Review Board President serves as the head of the CPRB, unless someone else is designated by the Corps Commander and approved by the Commandant. The CPRB President manages all aspects of the cadet conduct system and accomplishes discipline program administrative tasks as required.
- (2) **Scholastics (G-2).** The Scholastics Officer/Sergeant coordinates scholastics activities and works with the subordinate unit Scholastics Officers, and the Corps Scholastic Performance Specialists. He/She ensures the cadet scholastic chain effectively manages Corps academic programs and informs all cadets of available academic support programs, supplemental instruction, and one-on-one cadet tutoring. The G-2 seeks to create additional opportunities to improve for cadets experiencing academic difficulties. The G-2 ensures the accuracy of statistical information for compiling/computing the various awards and recognition.
- (3) **Operations and Training (G-3/G-7)**
- (a) The Operations and Training Officer/Sergeant conducts detailed planning and coordinates the execution of the Corps operations and training activities. The G-3 works with subordinate unit Operations and Training Officers to ensure proper execution of operations. Additionally, the G-3 supervises the preparation of orders, the incorporation of risk assessment for all planned activities. The G-3 is also charged with managing the guardroom, scheduling the Duty Company, and providing oversight of Duty Company activities.
- (b) The Operations and Training Officer/Sergeant conducts detailed planning and coordinates with subordinate unit Operations and Training Officers to ensure proper execution of training for all cadets. The G-7 oversees the execution of the Corps Remedial Training and Return to Duty Programs and provides oversight of athletic programs within the Corps. This effort ensures units and cadets receive credit for activities as well as the accuracy of statistical information for compiling/computing the various awards and recognition. Additionally, the G-7 supervises the publishing of the weekly training schedule. The Operations & Training Officer/Sergeant ensures the publication of the training schedule and assists with the training activities for Corps events. He/She also plans and conducts physical fitness training for Corps Staff members as well the Corps Staff PFT.
- (4) **Logistics (G-4).** The Logistics Officer/Sergeant coordinates with the subordinate unit Logistics Officers/Corps Housing Officers to ensure the dorms are maintained and when necessary fixed in a timely manner. Alongside the Corps Housing Officer duties, the Logistics Officer will inspect and report any maintenance issues or damages that occur during the year. The Logistics Officer will serve as the Corps liaison for the University Dining Advisory Committee. In addition, the Logistics Officer will be the President of the Duncan Advisory Board.
- (5) **Career Readiness (G-5).** The Career Readiness Officer/Sergeant serves as the cadet

advisor for all programs and events planned, coordinated, and/or executed by the Career Readiness chain. The CR Officer ensures the proper training of the MU CR Officers and Sergeants and resolves issues and conflicts that arise. The G-5 is responsible for disseminating CR opportunities and information to the MU level. The CR Officer is responsible for working with and providing resources to the Intentional Leadership Conference. The G-5 also ensures all SOP requirements are met for the year and supervises the tracking and approval of these requirements. The CR Officer serves as a moderator of the Career Readiness Point submissions and is responsible for overseeing the MU point approvals/disapprovals.

- (6) **Inspector General Officer (G-6).** The Corps Inspector General (IG) is responsible for managing Standard of Living Inspections, Military Proficiency Inspections (MPIs), coordinating with the Uniform Distribution Center (UDC), and recommending changes to The Standard. The G-6 must coordinate actions of the IG chain to ensure Standard of Living inspections are completed in accordance with the Corps inspection policy. The Corps IG establishes, leads, and administers the MPI team, as well as the actions of its members. With this, the G-6 ensures accurate statistical compiling of inspection reports. The Corps IG facilitates the interactions between the UDC and cadets and creates schedules for issue as well as providing feedback between the two entities for future improvements. The Corps IG provides recommended revisions to The Standard as needed.
- (7) **Finance (G-8).** The Finance Officer/Sergeant works with Student Activities regarding the management of funds for the entire Corps as well as specific Corps Staff activities. The Finance Officer is tasked with compiling statistical information for financial reports to work in conjunction with the Student Organizations Finance Center (SOFC).
- (8) **Public Relations (G-9).** The Public Relations (PR) Officer/Sergeant coordinates the Corps' public affairs program and works with the Office of the Commandant Marketing and Communications and subordinate unit PR Officers to ensure an effectively managed public affairs program. The PR Officer/Sergeant also coordinates cadet activities related to public outreach with the rest of the university and the surrounding community. He/She keeps the commander informed of all public relations matters pertaining to the Corps. The PR Officer/Sergeant is responsible for managing events that will raise money for the Corps' philanthropy each year. Additionally, the PR Officer/Sergeant keeps track of community service hours performed by all cadets to calculate unit awards.
- (9) **Recruiting (G-10).** The Corps Recruiting Officer/Sergeant is ultimately responsible for all activities of the Corps Recruiting Chain. As the authority on Corps Recruiting, the G-10 establishes policies for the Corps Recruiting Chain. The G-10 supervises all recruiting activities in the Corps and coordinates the efforts of the subordinate unit recruiting elements, the Darling Recruiting Company, the Corps Center Guard, and any other recruiting efforts. The G-10 approves individual recruiting awards for submission to the Commandant's Recruiting staff. The G-10 works closely with the Assistant Commandant for Recruiting and the subordinate recruiting chains to ensure recruiting personnel effectively manage the Spend-The-Night-With-The-Corps (SNWC) program, the cadet recruiting chain, "phone push," and special recruiting opportunities [New Student Conference, "Spend the Day with the Corps" (SDWC), "Aggie For A Day," and "Aggieland Saturday"]. The G-10 ensures the accuracy of statistical information for compiling and

computing the various awards and recognition.

(10) **Corps Chaplain.** The Corps Chaplain promotes high morale and unity throughout the entire Corps. The Chaplain's focus is on the concern of the general welfare of all cadets. To promote this, the Chaplain oversees morale-building events and activities to generate more interpersonal relationships between cadets. The Corps Chaplain leads Corps prayers for events and chow.

(11) **Corps Clerks.** Corps Staff employs the services of Corporals to serve as Corps Clerks/Runners. They provide a vital, physical information linkage between Corps Staff and Major Unit Staffs while assisting Corps Staff through various tasks as assigned. Clerks are responsible for the Corps guidons used at March-Ins and Corps Reviews.

3. MAJOR UNIT STAFF POSITION DESCRIPTIONS

- a. **Major Unit Commander.** The Major Unit Commander is the senior ranking cadet officer assigned to a major unit. The Major Unit Commander is ultimately responsible for all assigned cadets as well as their actions and activities. Major Unit Commanders may delegate authority to subordinates to act in accordance with directives but can never delegate responsibility for ensuring standards are met and policies followed by every member of the major unit. The Major Unit Commander ensures the major unit complies with all Corps and University policies and conducts proper risk assessments of organization activities. The Major Unit Commander supervises Minor Unit Commanders, staff officers, and the Major Unit Sergeant Major. Major Unit Commanders are accountable to the Corps Commander, their Cadet Advisory Team Staff, and the Commandant for everything their units do or fail to do.
- b. **Major Unit Executive Officer.** The Major Unit Executive Officer (XO) assists with major unit activities and cadets as directed by the Commander; temporarily assumes the duties, responsibilities, and authority of the commander in his/her absence; ensures the commander's policies are followed and his/her plans are executed to standard; manages the staff; and coordinates staff actions and operations. The Major Unit XO acts as a sounding board, mentor, and informal coordination chain for subordinate unit commanders and their XOs. The Major Unit XO is accountable to the Major Unit Commander.
- c. **Major Unit Sergeant Major.** The Major Unit Sergeant Major is the senior ranking cadet noncommissioned officer in the major unit. The Major Unit Sergeant Major is the "right-hand" to the Major Unit Commander and carries out duties and tasks as directed by the Major Unit Commander. The Major Unit Sergeant Major works closely with the Corps Command Sergeant Major and Minor Unit Sergeants Major to ensure compliance with all Corps and University policies, facilitation of accountability, and execution of proper risk assessments of organization activities. As an extension of the Major Unit Commander, the Major Unit Sergeant Major aligns to the Major Unit Commander's intent for the major unit and ensures good order and discipline is maintained throughout the major unit. The Major Unit Sergeant Major is accountable to the Major Unit Commander.
- d. **Major Unit Staff.** Major Unit Staffs consist of the Commander, Executive Officer, the Sergeant Major, and additional officers and sergeants serving in staff positions. The Commander, his XO, and the Sergeant Major form the cadet command chain while the staff officers and sergeants are responsible for multiple staff areas, each with its own chain of coordination and communication. Staff members are accountable to the Commander and communicate directly with and receive guidance from the Commander.

- (1) **Adjutant/IG/Discipline/Finance.** The Major Unit Adjutant coordinates major unit personnel and administrative action and works with subordinate unit admin personnel to ensure effective management of personnel data. He supervises admin, IG, discipline, and finance personnel and ensures the accuracy of statistical information for compiling reports. He also ensures access to and dissemination of information, contributes to the maintenance and accuracy of the Cadet Management System (CMS), and ensures organizational websites meet Corps standards. As the Inspector General, he manages the inspection program and conducts routine inspections in accordance with The Standard. As Discipline, he coordinates all aspects of the cadet disciplinary system within the major unit and ensures the integrity of the discipline program. In the Finance role, he works with Student Activities and SOFC regarding the management of funds for the major unit.
- (2) **Scholastics (S-2).** The Major Unit Scholastics Officer/Sergeant coordinates scholastics activities and works with the Corps and subordinate unit Scholastic Officers and the Corps Scholastic Performance Specialists to ensure scholastic personnel effectively manage Corps academic programs and inform unit members of available academic support programs, supplemental instruction, and one-on-one cadet tutoring. The S-2 works with subordinate Scholastics personnel and cadets experiencing academic difficulties to create additional opportunities to improve academically. He ensures the accuracy of statistical information for compiling/computing the various awards and recognition. The S-2 also enforces rules and regulations regarding execution of EST with the Major Unit.
- (3) **Career Readiness (S-5).** The Major Unit Career Readiness Officer/Sergeant coordinates all the Major Unit's contributions to Career Readiness chain programs and events.
- (4) **Operations and Training (S-3/S-7).** The Major Unit Operations and Training Officer/Sergeant conducts detailed planning and coordinates the execution of the operations and training activities for the major unit. The S-3/S-7 works with subordinate unit representatives to ensure proper execution of operations and training for all cadets. He supervises the preparation of orders and the incorporation of risk assessment for all planned activities. As the Training Officer/Sergeant, he publishes the training schedule and provides oversight of subordinate unit athletic programs, ensuring units and cadets receive credit for activities as well as the accuracy of statistical information for compiling/computing the various awards and recognition.
- (5) **Logistics (S-4).** The Major Unit Logistics Officer/Sergeant conducts detailed planning and coordinates maintenance and logistics for the major unit. The S-4 works with subordinate unit representatives to ensure proper maintenance of the dorms and effective use of resources. He supervises the accounting of logistical issues for all planned activities.
- (6) **Recruiting/Public Relations/Retention Officer (S-9/S-10).** The Major Unit Recruiting and Public Relations Officer/Sergeant coordinates the recruiting programs within the major unit. He works closely with the Office of the Commandant, Corps Staff, the Darling Recruiting Company, and subordinate unit Recruiting Officers to ensure effectively managed recruiting programs. As the S-9, he coordinates cadet activities related to public outreach with the rest of the university as well as the surrounding community. The S-9 keeps the commander informed of all public relations and recruiting matters pertaining to the major unit. The Major Unit Recruiting and Public Relations Officer coordinates the public affairs and related programs within the major unit. He works closely with the Office of the Commandant, Corps staff, Chaplains, and subordinate Commanders to ensure

effectively managed public affairs, retention, and morale programs. As the S-10, he supervises and coordinates major unit involvement in all recruiting activities. The S-10 keeps the commander informed of all public relations and recruiting matters pertaining to the major unit and ensures the accuracy of statistical information for compiling and computing the various awards and recognition.

4. BATTALION/GROUP/BAND UNIT POSITION DESCRIPTIONS

- a. **Minor Unit Commander.** The Minor Unit Commander is the senior ranking cadet officer assigned to a minor unit. The Minor Unit Commander is ultimately responsible for all assigned cadets as well as their actions and activities. Minor Unit Commanders may delegate authority to subordinates to act in accordance with directives but can never delegate responsibility for ensuring standards are met and policies followed by every member of the minor unit. The Minor Unit Commander ensures the minor unit complies with all Corps and University policies and conducts proper risk assessments of organization activities. The Minor Unit Commander supervises unit commanders, staff officers, and the Minor Unit Sergeant Major. Minor Unit Commanders are accountable to the Major Unit Commander, Corps Commander, Cadet Advisor Team Staff, and the Commandant for everything their units do or fail to do.
 - b. **Minor Unit Sergeant Major.** The Minor Unit Sergeant Major is the senior ranking cadet noncommissioned officer in the minor unit. The Minor Unit Sergeant Major is the “right-hand” to the Minor Unit Commander and carries out duties and tasks as directed by the Minor Unit Commander. The Minor Unit Sergeant Major works closely with the Major Unit Sergeant Major and Unit First Sergeants to ensure compliance with all Corps and University policies, facilitation of accountability, and execution of proper risk assessments of organization activities. As an extension of the Minor Unit Commander, the Minor Unit Sergeant Major aligns to the Minor Unit Commander’s intent for the minor unit and ensures good order and discipline is maintained throughout the minor unit. The Minor Unit Sergeant Major is accountable to the Minor Unit Commander.
 - c. **Minor Unit Staff.** Minor Unit Staffs consist of the Commander, Executive Officer, the Sergeant Major, and additional officers and sergeants serving in staff positions. The Commander, his XO, and the Sergeant Major form the cadet command chain while the staff officers and sergeants are responsible for multiple staff areas, each with its own chain of coordination and communication. Staff members are accountable to the Commander and communicate directly with and receive guidance from the Commander.
- (1) **Adjutant/IG/Discipline/Finance.** The Minor Unit Adjutant coordinates minor unit personnel and administrative action and works with subordinate unit admin personnel to ensure effective management of personnel data. He supervises admin, IG, discipline, and finance personnel and ensures the accuracy of statistical information for compiling reports. He also ensures access to and dissemination of information, contributes to the maintenance and accuracy of the Cadet Management System (CMS), and ensures organizational websites meet Corps standards. As the Inspector General, he manages the inspection program and conducts routine inspections in accordance with The Standard. As Discipline, he coordinates all aspects of the cadet disciplinary system within the minor unit and ensures the integrity of the discipline program. In the Finance role, he works with Student Activities and SOFC regarding the management of funds for the minor unit.

- (2) **Scholastics (S-2).** The Minor Unit Scholastics Officer/Sergeant coordinates scholastics activities and works with the Corps and subordinate unit Scholastic Officers and the Corps Scholastic Performance Specialists to ensure scholastic personnel effectively manage Corps academic programs and inform unit members of available academic support programs, supplemental instruction, and one-on-one cadet tutoring. The S-2 works with subordinate Scholastics personnel and cadets experiencing academic difficulties to create additional opportunities to improve academically. He ensures the accuracy of statistical information for compiling/computing the various awards and recognition. The S-2 also enforces rules and regulations regarding execution of EST with the Minor Unit.
- (3) **Career Readiness (S-5).** The Minor Unit Career Readiness Officer/Sergeant coordinates all the Minor Unit's contributions to Career Readiness chain programs and events.
- (4) **Operations and Training (S-3/S-7).** The Minor Unit Operations and Training Officer/Sergeant conducts detailed planning and coordinates the execution of the operations and training activities for the minor unit. The S-3/S-7 works with subordinate unit representatives to ensure proper execution of operations and training for all cadets. He supervises the preparation of orders and the incorporation of risk assessment for all planned activities. As the Training Officer/Sergeant, he publishes the training schedule and provides oversight of subordinate unit athletic programs, ensuring units and cadets receive credit for activities as well as the accuracy of statistical information for compiling/computing the various awards and recognition.
- (5) **Logistics (S-4).** The Minor Unit Logistics Officer/Sergeant conducts detailed planning and coordinates maintenance and logistics for the minor unit. The S-4 works with subordinate unit representatives to ensure proper maintenance of the dorms and effective use of resources. He supervises the accounting of logistical issues for all planned activities.
- (6) **Recruiting/Public Relations/Retention Officer (S-9/S-10).** The Minor Unit Recruiting and Public Relations Officer/Sergeant coordinates the recruiting programs within the minor unit. He works closely with the Office of the Commandant, Corps Staff, the Darling Recruiting Company, and subordinate unit Recruiting Officers to ensure effectively managed recruiting programs. As the S-9, he coordinates cadet activities related to public outreach with the rest of the university as well as the surrounding community. The S-9 keeps the commander informed of all public relations and recruiting matters pertaining to the minor unit. The Minor Unit Recruiting and Public Relations Officer coordinates the public affairs and related programs within the minor unit. He works closely with the Office of the Commandant, Corps staff, Chaplains, and subordinate Commanders to ensure effectively managed public affairs, retention, and morale programs. As the S-10, he supervises and coordinates minor unit involvement in all recruiting activities. The S-10 keeps the commander informed of all public relations and recruiting matters pertaining to the minor unit and ensures the accuracy of statistical information for compiling and computing the various awards and recognition.

5. UNIT OFFICER/NCO POSITION DESCRIPTIONS

- a. **Unit Commander.** The Unit Commander is the senior ranking cadet officer assigned to a unit. The Unit Commander is ultimately responsible for all unit cadets and their actions/activities.

Unit Commanders may delegate authority to subordinates to act in accordance with directives but can never delegate responsibility for ensuring standards are met and policies followed by every member of the command. The Unit Commander ensures the outfit complies with all Corps and University policies and performs proper risk assessments of organization activities. The Unit Commander supervises Platoon/Flight Leaders, and the Unit First Sergeant. Unit Commanders are accountable to their Minor Unit Commander, Major Unit Commander, Corps Commander, Cadet Advisory Team Staff, and the Commandant.

- b. Executive Officer.** The Unit Executive Officer (XO) assists with the execution and coordination of cadets and activities within the unit. The XO will temporarily assume the duties, responsibilities, and authority of the commander in his/her absence and ensures the commander's policies are followed and executed to standard. He supervises the unit staff officers. As the outfit Discipline Officer, he manages all aspects of the cadet disciplinary system for the unit. He coordinates with the unit leadership to ensure the integrity of the discipline program and accomplishes any discipline program administrative tasks.
- c. First Sergeant.** The Unit First Sergeant is the senior ranking cadet noncommissioned officer in the unit. The Unit First Sergeant is the "right-hand" to the Unit Commander and carries out duties and tasks as directed by the Unit Commander. The Unit First Sergeant supervises unit activities and ensures compliance with all Corps and University policies including execution of proper risk assessments of organization activities. As an extension of the Unit Commander, the Unit First Sergeant aligns to the Unit Commander's intent for the unit and ensures good order and discipline is maintained among all ranks. The Unit First Sergeant works closely with the Minor Unit Sergeant Major and is accountable to the Unit Commander.
- d. Guidon Bearer.** The Guidon Bearer is responsible for the unit guidon. He/she ensures the unit guidon is present at required formations and other activities as directed by the unit commander. The Guidon Bearer reports to the First Sergeant.
- e. Flag Bearer.** The Flag Bearer Corporal is responsible for the unit award flag. He ensures the unit award flag is present for required formations and other appropriate activities. The Flag Bearer reports to the First Sergeant.
- f. Platoon/Flight Leaders.** The Platoon/Flight Leaders (P/FLs) are responsible for all platoon/flight activities and cadets. The P/FLs ensure the platoon/flights comply with all Corps and University policies and conduct proper risk assessments of planned activities. Assistant Leaders assist with programs and cadets as directed by the Platoon/Flight Leaders.
- g. Platoon/Flight Sergeants.** These leaders assist in supervision of all Platoon/Flight activities and assigned cadets. They ensure compliance with all Corps and University policies as directed by the Platoon/Flight Leader.
- h. Squad Leaders and Assistant Squad Leaders.** These leaders execute Squad activities and ensure cadets comply with all Corps and University policies as directed by the Platoon/Flight leadership.
- i. Fire Team Leaders and Assistant Team Leaders.** These leaders execute the directions of the Squad Leader in the management of squad activities and cadets. They provide leadership (Effective Coach, Academic Supporter, and Role Model) to freshman assigned to a Fire Team.
- j. Inspector/Discipline Chain.** The Unit Inspector works with unit leadership to develop the unit's inspection program and ensure inspections are conducted in accordance with

established policy. These personnel act as directed to ensure the integrity of the discipline program, accomplishing any discipline program administrative tasks.

- k. Administrative/Finance Chain.** The Administrative/Finance chain supervises unit compliance with all administrative and financial policies. They develop the unit's personnel program to ensure effective management of the unit personnel and finance programs. They ensure the accuracy of statistical information for compiling personnel reports.
- l. Scholastics Chain.** The Scholastics chain coordinates scholastics activities and works with senior Scholastics Chain personnel and the Corps Scholastic Performance Specialists to ensure an effective management of the Corps academic programs and to inform unit members of available academic support programs, supplemental instruction, and one-on-one tutoring. The Scholastics chain works with cadets experiencing academic difficulties to create additional opportunities to improve academically. They ensure the accuracy of statistical information for compiling/computing the various awards and recognition.
- m. Career Readiness Chain.** The Career Readiness chain plans and executes outfit Career Readiness events. The CR chain also facilitates outfit involvement in Corps-wide CR programs and events. Each outfit will have a minimum of one CR officer to advise the unit of CR opportunities, assist in the development of appropriate CR training events, monitor the CR point system, and other duties as assigned by the Corps CR leadership chain of command.
- n. Operations and Training Chain.** The Operations (Ops) chain conducts detailed planning and coordinates the execution of the operations and training activities. The OpsO ensures proper execution of operations and training for all cadets. They supervise the preparation of orders, the incorporation of risk assessment, and the execution of all planned activities. They publish the weekly (or bi-weekly) training schedule and provides oversight of unit athletic programs, ensuring cadets receive credit for activities as well as the accuracy of statistical information for compiling/computing the various awards and recognition.
- o. Logistics Chain.** The Logistics chain coordinates appropriate resources to conduct unit training and activities. They work closely with the unit Finance Officer to arrange for venues for unit special events, such as outfit social events or Family Weekend activities. The Logistics chain's duties also include coordinating with the Corps Housing Officer for the respective dorm to ensure appropriate submission and completion of work requests in AggieWorks.
- p. Public Relations Chain.** The PR chain coordinates the unit's public affairs program to effectively manage the public affairs program. The PR chain also coordinates cadet activities related to public outreach with the rest of the university as well as the surrounding community. They keep the commander informed of all public relations matters pertaining to the unit and the Corps.
- q. Recruiting Chain.** The Recruiting chain is responsible for managing, supervising, and monitoring the recruiting program and the performance and success of designated recruiting personnel. They ensure compliance with all Corps of Cadets recruiting programs, policies, and procedures and coordinates all unit-recruiting activities with the higher headquarters and with the Corps Recruiting Office. The Recruiting chain briefs the commander and outfit personnel at outfit meetings regarding the weekly schedule of events for recruiting, including Spend the Night with the Corps (SNWC).
- r. Chaplain.** The unit Chaplain must be knowledgeable of resources available to cadets in need of counseling services or seeking religious services in the area. Chaplains will not serve as a

counselor, nor will they provide religious services. Chaplains, like any other cadet, may lead a bible study if they choose, but this is not a requirement of the position. This position can be a primary or secondary billet, but each unit must appoint at least one Chaplain.

- s. **Other Positions.** Commanders may recognize additional duties as needed. These will not be formally recognized.

6. SPECIAL UNITS

The Corps of Cadets and ROTC programs sponsor several special units. These special units are recognized student organizations.

Corps Special Units	ROTC Affiliated Special Units
Ross Volunteer Company	Rudder's Rangers
Parsons Mounted Cavalry	Warrior Training Battalion
Corps Center Guard	Midshipmen Battalion
Corps Color Guard	Arnold Air Society
Fish Drill Team	Ranger Challenge
O. R. Simpson Honor Society	Recon Company
Summer Recruiting Company	SEAL Platoon
AMC Guard	Det 805
Major General Thomas G. Darling Recruiting Company	Cyber Ops
Special Tactics Squadron (STS)	
C.A.D.E.T.	
Aggie Eagle Post	

- a. **Warrior Training Battalion.** The Warrior Training Battalion is composed of all students enrolled in Army ROTC.
- b. **Midshipman Battalion.** The Midshipman Battalion is composed of all cadets enrolled in NROTC. It is divided into Mike Company (Marine Option) and November Department (Navy Option).
- c. **AFROTC Cadet Wings.** AFROTC Cadet Wings is composed of all cadets enrolled in AFROTC. The detachment is divided into the Robbins and Gamble Wings.
- d. **The Ross Volunteer Company.** The Ross Volunteer Company is composed of juniors and seniors in the Corps of Cadets. Interested juniors apply at the beginning of their fall semester and are elected by the senior members annually. All members are expected to exemplify the traits of Sul Ross, "Soldier, Statesman, and Knightly Gentleman." All eligible junior cadets are invited and encouraged to apply for membership in the organization.
- e. **Parsons Mounted Cavalry.** Parsons Mounted Cavalry is a mounted military organization of

volunteers from the sophomore, junior and senior classes whose purpose is to attract attention to the University and its Corps of Cadets, recruit members for the Corps of Cadets, and to demonstrate pride in the heritage and traditions of Texas A&M. To this end, the Cavalry marches with the Corps of Cadets at all home football games and reviews and travels to all Corps Trips for the military parade. They appear at several events across the state to demonstrate the bearing, conduct and discipline of A&M Cadets that has reflected credit upon the University and the Corps of Cadets for over a century. All eligible cadets are encouraged to join the organization.

- f. Corps Center Guard.** The Corps Center Guard consists of cadets who volunteer their time and energy to serve as official greeters and guides for the Sam Houston Sanders Corps Center. The cadets are divided into special areas of interest, which include administration, public relations, museum displays, artwork, and building maintenance. The Corps Center Guard is composed of selected freshmen, sophomores, juniors, and seniors in the Corps of Cadets. Interested cadets apply at the beginning of the fall semester. All eligible cadets are encouraged to join the organization.
- g. Corps Color Guard.** The color guard is a group of volunteer cadets who represent Texas A&M University and the Corps of Cadets at March-Ins, reviews, special events, and other events as requested. Cadets are divided into teams composed of sophomores, juniors, seniors, and second semester freshmen who travel around the state to present the colors, serve as an honor guard, or recruit for Texas A&M University and the Corps of Cadets. The unit commander is a senior cadet advised by a staff advisor. A junior cadet serves as the senior non-commissioned officer for each team. All eligible cadets are encouraged to join the organization.
- h. Fish Drill Team.** The Fish Drill Team is open to any freshman in the Corps who is willing to work hard and accept the challenges of being on the team. The Fish Drill Team competes in precision drill competitions around the country each year. They represent the Corps of Cadets and Texas A&M in these meets and have gone on to win numerous national championships.
- i. O. R. Simpson Honor Society.** O. R. Simpson Honor Society is a scholastic honorary society for sophomores, juniors, and seniors. Service to the Corps of Cadets and the University is expected of all active members.
- j. AMC Guard.** The AMC Guard is composed of juniors and seniors in the Corps of Cadets who make themselves available to render honors to former cadets at their burial services. All “white belt” cadets are invited and encouraged to apply for membership in the organization.
- k. Major General Thomas G. Darling Recruiting Company.** The purpose of the Major General Thomas G. Darling Recruiting Company (DRC) is to provide the means for highly motivated cadets to conduct planning, provide support, and represent Texas A&M University and the Corps of Cadets at selected recruiting events. Participation in DRC is the most direct and impactful way a cadet can recruit for his/her unit on a regular basis. Additionally, participation in DRC offers a plethora of opportunities for cadets to expand their professional network and work on professional communications skills.
- l. C.A.D.E.T.** The purpose of the Cultural Awareness and Diversity Expansion Team (C.A.D.E.T.) is to advance cadets’ leadership development and career readiness through diversity, cultural awareness, inclusion, equity, and access education and training. C.A.D.E.T. plans and participates in a variety of events in a welcoming environment to explore differences to help

prepare our members to become well-rounded citizens upon entering the military and/or corporate workforce. C.A.D.E.T. also participates in events with student organizations from across the campus and performs community service in the Bryan/College Station area to foster civic learning, engagement, and preparation to lead, work, and live in a complex global environment.

- m. Aggie Eagle Post.** The Aggie Eagle Post provides scouting alumni a self-motivated leadership experience that directly promotes the scouting movement in the local community, on campus, and in the Corps of Cadets. Members must have attained the highest rank of their respective scouting organization, to include the Girl Scouts of America or sub organizations of the Boy Scouts of America.
- n. Rudder's Rangers.** The Rudder's Rangers Company is a voluntary group of ROTC cadets motivated to further develop leadership skills through small unit tactics, patrolling, and adventure training. The unit plays an essential role in the preparation for Army ROTC Advanced Camp as well as Airborne, Air Assault, Ranger and officer basic schools. The company is sponsored by a commissioned officer from the Army ROTC detachment. Senior cadets provide company leadership.
- o. Reconnaissance Company.** The RECON Company is made up of volunteer members of the Naval ROTC Unit and participates in adventure training (rappelling, orienteering, rubber boat trips, and tactical field exercises). The Marine Officer Instructors of the Naval ROTC Unit staff advise the company; the company officers are senior cadets, and junior cadets serve as noncommissioned officers.
- p. SEAL Platoon.** SEAL Platoon is a voluntary group of students motivated to serve in the Naval Special Warfare and Special Operations communities. Training evolutions are conducted every weekday and are designed to prepare its members for the physical and mental rigors of Basic Underwater Demolition/SEAL training (BUD/S), Explosive Ordnance Disposal, and Navy Dive School. All eligible and motivated students are encouraged to join.
- q. Arnold Air Society.** The Arnold Air Society (AAS) is a national voluntary professional honorary service organization of Air Force ROTC Cadets and is affiliated with the Air Force Association. The local AAS Squadron is the Major Horace S. Carswell, Jr. Chapter named after the Class of '38 Medal of Honor winner. The Squadron is led by cadets and sponsored by a commissioned officer from the Air Force ROTC detachment. The objectives of AAS are to aid in the development of Air Force Officers, create a closer, more efficient relationship with AFROTC, further the USAF purpose and traditions, and advance air and space knowledge.
- r. Ranger Challenge.** The Ranger Challenge is a nation-wide competition that involves tough, challenging events designed to test military field skills and marksmanship proficiency as well as the physical endurance of its participants. Team members train year-round and compete in regional and national competitions. All Army ROTC Cadets interested in this type of competition and military and physical fitness training are encouraged to join.

CHAPTER 13: COMMAND RESPONSIBILITIES

1. SELECTION OF CADETS FOR COMMAND TEAM POSITIONS

- a. In early December, any qualified junior or sophomore cadet may complete an online command team application. Applicants must be in good standing with the University and the Corps at the time of application and must meet or exceed the minimum overall and term GPA and hours listed below.
 - (1) All Commander applicants must have at least a 2.90 cumulative GPA and achieved a minimum 2.50 term GPA in the term prior to the selection board convening. They also must have successfully completed or are projected to successfully complete 84 hours by the start of the next fall semester.
 - (2) All Sergeants Major and First Sergeant applicants must have at least a 2.90 cumulative GPA and achieved a minimum 2.50 term GPA in the term prior to the selection board convening. They also must have successfully completed or are projected to successfully complete 54 hours by the start of the next fall semester.
- b. Selection Board members and schedules will be announced prior to the start of fall semester finals. Voting board members will be composed of cadets and ROTC/Commandant staff members, with a non-voting senior member (Commandant, Chief of Staff or Director) giving each board an odd number of members.
- c. Boards will review the applications, determine the candidates to be interviewed, and conduct interviews of the most viable candidates. Boards will recommend Commanders, Sergeants Major, and First Sergeants at each leadership level using secret ballots to score each candidate. Scores will be based on application information, records, first-hand knowledge of board members, and candidates' interviews.
- d. Board recommendations will be forwarded to the Commandant for decision. Assignments will be confirmed by the Commandant. Corps and Major Unit selections are determined first. Subordinate unit selection boards then proceed in the same manner.

2. TRAINING PLANS

- a. Cadet leaders will develop training plans for review by their respective Operations Advisor 14 days in advance of execution. Training plans will include the purpose of the activity, details of each planned event, locations, routes, and transport plans (if appropriate), and an assessment of risk with a mitigation plan. All activities will be planned and executed in accordance with the Commandant's Training Guidance.
- b. Changes to Planned Activities. Changes to approved training plans are not authorized unless approved by the respective Operations Advisor. Proposed changes must contain the same details required of a normal training plan.
- c. Activities will only be conducted during unit activity times unless otherwise approved by an Operations Advisor via Operations Order and Military Letter.
- d. No unit or group physical training is allowed on weekends unless directed by the Corps Operations Director. Individual PT and intramural activities are authorized.

3. CORPS UNIT VALIDITY STANDARDS

- a. Units must meet the specified strength, retention, and conduct standards below to be considered in good standing. These standards provide information the Commandant can use to make appropriate decisions regarding viability for unit awards, letters of warning/probation, leadership positions, and disbandment. Units not in good standing will be given a letter of warning, put on probation, or experience a change in cadet leadership. Normally, a warning and/or probation precede leadership removal.
 - (1) Strength. All companies/squadrons, except D Co, D-1, K-1, and Squadron 18 are expected to retain a strength of at least 50 cadets on the first pass of Final Review. Cadets serving in staff positions outside the unit will not count as unit members for validity computation. New units will be exempt from strength viability standards during the first year of their existence.
 - (2) Retention. Units will retain a minimum of 75% of their fish through the freshman year based on the number of fish assigned during Freshman Orientation Week. Overall unit retention for the school year is required to be 85% or better.
 - (3) Conduct. All Corps members are ultimately responsible for their own conduct. The unit commander is responsible for the overall conduct of the unit members. If any unit has an excessive number of individuals with conduct problems, the unit will be subject to review for letters of warning/probation, change of leadership, and deactivation.

4. PROCEDURES WHEN CADETS ARE ABSENT WITHOUT AUTHORIZATION

- a. Definition. A cadet is in an Unauthorized Absence (UA) status from a unit when he/she has been absent from an organized unit activity without permission and members of the outfit are unaware of the cadet's whereabouts.
- b. Unit Commander Responsibilities. Upon determining a cadet is in a UA status, the unit commander will take the following actions:
 - (1) Question members of the cadet's outfit to determine when the missing cadet was last seen.
 - (2) During working hours (0730 to 1700), notify the Military Advisor of the cadet in a UA status. After hours (1700 to 0730) notify the Commandant's Duty Officer (CDO) at 979-229-5826. Notification involves positive communication and confirmation that the message was received by the intended individual.
 - (3) Notify the cadet chain of command.
 - (4) If the cadet has a vehicle, check the assigned parking lot/garage to determine if the vehicle is present and report findings to the Military Advisor/CDO.
 - (5) Provide to the Military Advisor/CDO the names of any known civilian student friends of the missing cadet.
 - (6) Cadets will not call parents of other cadets in a UA status.
 - (7) The Military Advisor/CDO will initiate all other actions, as required.

5. CADET MANAGEMENT SYSTEM COMMAND RESPONSIBILITIES

- a. Corps rosters and strength reports are generated from the Cadet Management System (CMS)

database. Commanders are responsible for the accuracy of the data in CMS and will verify their roster and all administrative data of their assigned cadets on a weekly basis.

- b. Commanders are responsible for the following actions in CMS:
 - (1) Weekly verification of outfit rosters, to include the following data:
 - (a) Accuracy of personnel assigned.
 - (b) Accuracy of assigned housing (dorm and room number).
 - (c) Accuracy of cadet contact information (cell phone number).
 - (d) Accuracy of cadet rank and position within the outfit/staff.
 - (e) Accuracy of D&C or ROTC and contract status.
 - (2) Enter Physical Fitness Test (PFT) scores within two days of completion of the PFT.
 - (3) Enter height/weight data within two days of measurement. Coordinate with the respective Operations Advisor for taping of personnel who do not meet height/weight standards.
 - (4) Submit disciplinary sanctions (demerits, marching tours, and restricted weekends) on individual cadets, as necessary.
 - (5) Review discipline appeals, as necessary.
 - (6) Review and forward and/or approve military letters, as necessary.
 - (7) Provide recommendations on cadet applications to return to the Corps, as required.

CHAPTER 14: RISK MANAGEMENT

Commanders will use a holistic approach to risk management. Risk management involves appropriately identifying and then mitigating any foreseeable risks. The basic risk management process involves the following steps:

1. List all aspects of planned activity or event in detail.
2. Identify the potential risks associated with each aspect of the activity or event. Use the PREFF model to identify risks:
 - a. P – Physical risks involve potential harms to the physical body of anyone participating in or attending the activity or event. This can include injuries stemming from physical activities or vehicle accidents, illnesses due to various types of food allergens, effects of alcohol, or dangerous environmental or weather conditions, just to name a few examples.
 - b. R – Reputational risks involve the actions or decisions of cadets that may negatively affect the public image of the unit members, the unit itself, and Texas A&M University as a whole. For example, if cadets wear the organization’s attire while behaving obnoxiously in public, other students or community members may notice the contradiction between the behavior of the cadets and their purported values, which may negatively affect the unit’s public image.
 - c. E – Emotional risks involve the potential for an activity to produce strong emotions or psychological impact in those participating or attending the activity, such as feelings of fear, humiliation, offense, exclusivity, etc. Emotional risk also pertains to the thoughts and feelings of the unit’s members, participants or attendees, or any other constituents of the event or activity. Commanders will carefully consider this risk when planning activities for their units that may involve the expression of opinions about various sensitive topics like interpersonal violence or mental health behaviors. There is a possibility that the discussion of these topics could lead to an unintended negative emotional impact on attendees of various backgrounds.
 - d. F – Financial risks involve both the budgets for the unit’s specific events and the overall financial health of the unit. The Student Organization Finance Center (SOFC) can assist cadets in the use and tracking of their unit’s finances. Effective budgeting, account reconciliation, and contract development with outside agencies can help ensure the unit is not put in a risky financial situation.
 - e. F – Facilities risk includes both the safety and the maintenance of the facilities and equipment used by organization members and participants. It includes the rooms or open spaces where the unit conducts activities, the use of vehicles, training aids, and audio/visual equipment. To plan effectively, cadets must think through all the resources the unit uses in operations, not including people or money, and create a plan on how those resources need to be used and maintained. Cadets must know and understand the policies and safety practices of the facilities they utilize in their activities.
3. Assess each risk for probability of occurrence and seriousness of consequence of each of your identified risks and record them using the Event Planning Form in [GetInvolved](#).

4. When evaluating the risk involved in your unit's operations, commanders may choose to take one of four actions in response to risks identified in Step 2: accept the risk, modify the activity, transfer risk responsibility, or eliminate the risks.
 - a. Accept – If the commander accepts the risk, they are willing to endure the consequences of that risk to conduct the activity. It is always important to have a response plan in place when choosing to accept risk at any level. Developing an emergency response plan and identifying safety procedures are important in ensuring the activity is successful and safe.
 - b. Modify – Commanders may choose to modify the risk by adapting the activity to decrease the likelihood or severity of risks they are unwilling to accept. If the commander decides to modify the activity in an effort to minimize the impact of a risk, cadet planners may need to answer the following questions: “How can we modify our event in order to change the risk level but still meet our goals?” or “Who else can help us carry out this event?” Cadets are encouraged to seek out additional resources as needed. Resources include the Office of the Commandant Staff (including Cadet Advisor Team members and the ROTC departmental staffs), the University Police Department, the Offices of the Director of Student Life, Health Promotion, Student Assistance Services, Student Activities, and many others.
 - c. Transfer – Transferring risk means shifting liability to another party. Transfer the risk by partnering with another entity who may be willing to share the consequences of risk with the commander (i.e., Risk Waivers signed by participants, procuring Special Event Insurance coverage - available on the [Forms](#) page of the Student Activities website). One common example of transferring risks includes securing insurance to cover the event, which shifts the liability from the unit to the insurance company. The Student Organization Development Administration (SODA) can assist units in this process, but extra time may be needed to secure insurance coverage for an event. The completion of an event form will be required in the insurance process. Additionally, cadets can work with university departments to draft risk waivers for events, transferring aspects of physical and financial risk to the individual participant of the event.
 - d. Eliminate – Commanders may choose to eliminate or avoid the risky activity altogether when the risks of the activity outweigh the benefits. Cadet planners will need to ask themselves, “How else can we accomplish our organizational goals?” because there is likely a less risky alternative.
5. Consult with relevant on- and off-campus experts and resources in the planning of the event.
6. Share the plans and risk management actions with the unit's cadets and Cadet Advisor Team members involved in planning the event and execute the activity according to those decisions.
7. Develop thorough contingency and crisis response plans in case of emergencies and train others on how to implement those plans.
8. Evaluate the success of the activity after its completion by conducting a thorough After-Action Review (AAR), identifying aspects to improve, sustain, or remove from the activity. Document the AAR for future reference.

CHAPTER 15: SAFETY PROGRAM

1. GENERAL

- a. The Corps of Cadets engages in many activities with various risk levels. The outcome of these activities ranges from planned positive outcomes to tragic negative outcomes. Safety must be in the mind of every cadet down when conducting or participating in activities. If someone is likely to be injured because of an activity, cadets must either take appropriate measures to reduce the risk or not do the activity at all.
- b. Safety is not an exact science; it is more the use of common sense, listening to one's instincts, and taking well measured actions to avoid negative results. Always ask the question, "Have the unintended negative outcomes been considered, and if they occurred could the activity stand the reasonable scrutiny of others?" If the answer is "No", the activity must be restructured or cancelled. If the answer is not clear, seek advice and feedback from the chain of command and advisors.
- c. Safety is everyone's responsibility. If cadets see an unsafe act, they must attempt to stop it and then report it to a member of the chain of command and/or Commandant's Staff. Cadets witnessing an unsafe condition in housing will report it to the commander. If cadets are not able to contact their commander, they may contact Corps Housing at (979) 845-3443 (Monday – Friday, 8am-5pm) or the Commandant's Duty Officer (979) 229-5826 (nights, weekends, and holidays). Cadets are expected to review and adhere to the policies and procedures published in *The Standard*, Corps Policy Guidance (CPG), and the Cadet Resident Handbook.

2. FIRE SAFETY

- a. There are heat and smoke detectors in the dorm/LLC hallways and individual rooms, and there are manual pull stations in each stairwell. Cadets will refer to the "Safety Operations" section of the Cadet Resident Handbook for additional information regarding fire-safety including safety inspections, fire drills, and evacuations. Cadets will not cover smoke detectors or attempt to disable them.
- b. Fire extinguishers are in each stairwell. Cadets will use these only to extinguish a fire and only if doing so does not interfere with a safe evacuation. Cadets will not tamper with fire extinguishers.
- c. Dorm fire doors are designed to close automatically in the event of a fire alarm. Cadets will not block these doors.
- d. Room door closers are designed to automatically close doors to prevent fires from spreading. Cadets may temporarily prop dorm room doors open only while they are in the room.

3. SAFETY/SECURITY

- a. Cadets will lock their doors when away from their rooms and at night when going to bed. Cadets will not lend their keys or ID cards to anyone. Cadets will report lost keys immediately.
- b. Cadets will not allow someone to follow them into the dormitory after swiping to gain access, especially if that person is unfamiliar to the cadet (including uniformed cadets).

- c. Cadets will keep hallways clear. Trash cans are the only items authorized on hallway floors.
- d. Cadets will refer to the "Safety Operations" and "Holiday and Special Event Decorations" section of the Cadet Resident Handbook prior to placement of holiday and/or special event decorations.
- e. Room obstruction, lock tampering, and newspaper/glass/aluminum can recycling programs are prohibited in the Corps dormitories. Refer to the "Obstruction of Room and Lock Tampering" and "Recycling Programs" sections of the Cadet Resident Handbook.
- f. Texas A&M University rules prohibit smoking in any building on campus including dormitories, cadet rooms, and lounges.
- g. Candles (with or without wicks), incense, oil lamps, and other devices which use an open flame (including potpourri pots) are prohibited in the Corps dorms. Refer to the "Candles, Incense and Open Flames" section of the Cadet Residence Handbook.

4. HOT WEATHER SAFETY

- a. Cadets will take precautions during the warm weather months. Proper hydration is important to prevent hot weather injuries. A heat category system is used by the Corps of Cadets to determine if there are any hazardous conditions associated with training outdoors during hot weather. A flag color is associated with a corresponding heat index. The flag color will be displayed on the [Cadet Intranet homepage](#) just below the uniform of the day. The flag colors are as follows:

Heat Category	Flag Color	Heat Index
1	None	Up to 86.9°F
2	Green	87 – 89.9°F
3	Yellow	90 – 92.9°F
4	Red	93 – 94.9°F
5	Black	>95°F

- b. Work/Rest guidelines per hour of training:

Heat Category	Easy Work	Moderate Work	Hard Work
1	No Limit	No Limit	40 / 20
2	No Limit	50 / 10	30 / 30
3	No Limit	40 / 20	20 / 40
4	No Limit	30 / 30	10 / 50
5	50 / 20	20 / 40	0 / 60

c. Examples of work efforts:

Easy Work	Moderate Work	Hard Work
Drilling / Marching	Calisthenics (e.g., pushups)	Sustained running
Non-Aerobic Intramurals	Aerobic Intramurals	Sustained Calisthenics
Manual of Arms	Intermittent Running	Circuit Training

d. Hot weather injuries and first aid

(1) Heat cramps

(a) Symptoms:

1. Muscle cramps of the arms, legs, or abdomen.
2. Excessive sweating.
3. Thirst.

(b) First aid:

1. Move the casualty to a cool or shady area or improvise shade.
2. Loosen the casualty's clothing.
3. Have the casualty slowly drink one bottle/canteen of cool water.
4. Alert a staff member if the cramps continue.

(2) Heat exhaustion

(a) Symptoms (The first five occur often. The others occur sometimes.):

1. Profuse sweating with pale, moist, cool skin
2. Headache
3. Weakness
4. Dizziness
5. Loss of appetite
6. Heat cramps
7. Nausea, with or without vomiting
8. Urge to defecate
9. Chills (goose flesh)
10. Rapid breathing
11. Tingling of the hands and/or feet
12. Confusion

(b) First aid:

1. Move the casualty to a cool or shady area or improvise shade.
2. Loosen or remove the casualty's clothing and boots.
3. Pour water on the casualty and fan him/her.
4. Have the casualty slowly drink one bottle/canteen cool water.
5. Elevate the casualty's legs.
6. Monitor the casualty until the symptoms are gone or medical aid arrives.
7. Alert a member of the Commandant's staff.

(3) Heatstroke

(a) Symptoms:

1. Flushed, hot, dry skin
2. Headache
3. Dizziness
4. Nausea
5. Confusion
6. Weakness
7. Loss of consciousness
8. Seizures
9. Weak and rapid pulse and breathing

(b) First aid:

1. **WARNING:** Heatstroke is a medical emergency that may result in death if treatment is delayed. Start cooling measures immediately and continue while waiting for transportation and during evacuation. Call 911 and then alert anyone on the Commandant's Staff.
2. Move the casualty to a cool or shady area or improvise shade.
3. Loosen or remove the casualty's clothing and boots.
4. Spray or pour water on the casualty and fan him/her.
5. Massage the casualty's arms and legs.
6. Elevate the casualty's legs.
7. If the casualty is conscious, have him/her slowly drink at least one bottle/canteen of cool water.

CHAPTER 16: CORPS MEMBERSHIP DUES

1. DUES AND FUNDS



Each cadet contributes dues to the Cadet Corps funds. Collections will not exceed \$50.00 per cadet annually. Neither the unit nor unit auxiliary groups such as parent groups will request or recommend a higher level of dues from their cadets. The dues distribution is as follows:





























- a. Corps Operations fund: \$10.00/cadet.
- b. Major unit fund: \$2.00/cadet for Brigade, Regiment, and Wing cadets. \$4.00/cadet for Band cadets.
- c. Minor Unit fund: \$6.00/cadet for Brigade, Regiment, and Wing cadets. \$4.00/cadet for band cadets.
- d. Outfit fund \$32.00/cadet.
- e. In the case of an outfit member being on staff, the outfit level dues (\$32) will be allocated to the respective staff fund.
- f. Every cadet will contribute \$10.00 to cover costs associated with Corps events. The Major Unit, Minor Unit, and Outfit due dollar amounts listed above are the maximum units may collect from cadets in addition to the mandatory \$10.00. Units are not required to collect dues in addition to the mandatory \$10.00 if not needed.
- g. Dues are collected no later than the 5th day of class in the fall semester. (Spring Transfer students pay their \$50 fee during the first week of classes in January.) Unit fund custodians will disperse funds to Corps and Major Units no later than the 15th day of class.



















CHAPTER 17: MILITARY RANK STRUCTURE

1. US MILITARY OFFICER AND ENLISTED RANK












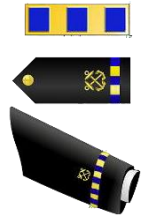





Officer rank is usually worn on the collar, epaulet, or chest of the uniform. Enlisted rank is usually worn on the collar, epaulet, sleeve, or chest of the uniform. For some services, rank is also worn on the garrison cap, cap, and/or beret.




















ENLISTED INSIGNIA						
Enlisted Paygrade						
E-1	Private (PVT)	Private (Pvt)	Seaman Recruit (SR)	Airman Basic	Specialist 1 (Spc1)	Seaman Recruit (SR)
E-2	 Private (PV2)	 Private First Class (PFC)	 Seaman Apprentice (SA)	 Airman (Amn)	 Specialist 2 (Spc2)	 Seaman Apprentice (SA)
E-3	 Private First Class (PFC)	 Lance Corporal (LCpl)	 Seaman (SN)	 Airman First Class (A1C)	 Specialist 3 (Spc3)	 Seaman (SN)
E-4	 Corporal (CPL)	 Corporal (Cpl)	 Petty Officer Third Class (PO3)	 Senior Airman (SrA)	 Specialist 4 (Spc4)	 Petty Officer Third Class (PO3)
	 Specialist (SPC)					


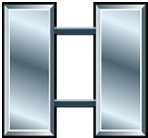




























E-5	 Sergeant (SGT)	 Sergeant (Sgt)	 Petty Officer Second Class (PO2)	 Staff Sergeant (SSgt)	 Sergeant (Sgt)	 Petty Officer Second Class (PO2)
E-6	 Staff Sergeant (SSG)	 Staff Sergeant (SSgt)	 Petty Officer First Class (PO1)	 Technical Sergeant (TSgt)	 Technical Sergeant (TSgt)	 Petty Officer First Class (PO1)
E-7	 Sergeant First Class (SFC)	 Gunnery Sergeant (GySgt)	 Chief Petty Officer (CPO)	 Master Sergeant (MSgt)	 Master Sergeant (MSgt)	 Chief Petty Officer (CPO)
				 First Sergeant (1stSgt)		
E-8	 Master Sergeant (MSG)	 Master Sergeant (MSgt)	 Senior Chief Petty Officer (SCPO)	 Senior Master Sergeant (SMSgt)	 Senior Master Sergeant (SMSgt)	 Senior Chief Petty Officer (SCPO)
	 First Sergeant (1SG)	 First Sergeant (1stSgt)		 First Sergeant		

E-9	 Sergeant Major (SGM)	 Master Gunnery Sergeant (MGySgt)	 Master Chief Petty Officer (MCPO)	 Chief Master Sergeant (CMSgt)	 Chief Master Sergeant (CMSgt)	 Master Chief Petty Officer (MCPO)
				 First Sergeant		
	 Command Sergeant Major (CSM)	 Sergeant Major (SgtMaj)	 Fleet/Command Master Chief Petty Officer	 Command Chief Master Sergeant		 Fleet/Command Master Chief Petty Officer
E-9	 Sergeant Major of the Army (SMA)	 Sergeant Major of the Marine Corps (SgtMajMC)	 Master Chief Petty Officer of the Navy (MCPON)	 Chief Master Sergeant of the Air Force (CMSAF)	 Chief Master Sergeant of the Space Force (CMSSF)	 Master Chief Petty Officer of the Coast Guard (MCPOCG)

OFFICER INSIGNIA

Officer Paygrade						
W-1	 Warrant Officer 1 (WO1)	 Warrant Officer 1 (WO)	 Warrant Officer 1 (WO)	N/A	N/A	N/A
W-2	 Chief Warrant Officer 2 (CW2)	 Chief Warrant Officer 2 (CWO2)	 Chief Warrant Officer 2 (CWO2)	N/A	N/A	 Chief Warrant Officer 2 (CWO2)
W-3	 Chief Warrant Officer 3 (CW3)	 Chief Warrant Officer 3 (CWO3)	 Chief Warrant Officer 3 (CWO3)	N/A	N/A	 Chief Warrant Officer 3 (CWO3)

W-4	 Chief Warrant Officer 4 (CW4)	 Chief Warrant Officer 4 (CWO4)	 Chief Warrant Officer 4 (CWO4)	N/A	N/A	 Chief Warrant Officer 4 (CWO4)
W-5	 Chief Warrant Officer 5 (CW5)	 Chief Warrant Officer 5 (CWO5)	 Chief Warrant Officer 5 (CWO5)	N/A	N/A	N/A
O-1	 Second Lieutenant (2LT)	 Second Lieutenant (2ndLt)	 Ensign (ENS)	 Second Lieutenant (2d Lt)	 Second Lieutenant (2d Lt)	 Ensign (ENS)
O-2	 First Lieutenant (1LT)	 First Lieutenant (1stLt)	 Lieutenant Junior Grade (LTJG)	 First Lieutenant (1st Lt)	 First Lieutenant (1st Lt)	 Lieutenant Junior Grade (LTJG)

O-3	 Captain (CPT)	 Captain (Capt)	 Lieutenant (LT)	 Captain (Capt)	 Captain (Capt)	 Lieutenant (LT)
O-4	 Major (MAJ)	 Major (Maj)	 Lieutenant Commander (LCDR)	 Major (Maj)	 Major (Maj)	 Lieutenant Commander (LCDR)
O-5	 Lieutenant Colonel (LTC)	 Lieutenant Colonel (LtCol)	 Commander (CDR)	 Lieutenant Colonel (Lt Col)	 Lieutenant Colonel (Lt Col)	 Commander (CDR)
O-6	 Colonel (COL)	 Colonel (Col)	 Captain (CAPT)	 Colonel (Col)	 Colonel (Col)	 Captain (CAPT)
O-7	 Brigadier General (BG)	 Brigadier General (BGen)	 Rear Admiral Lower Half (RDML)	 Brigadier General (Brig Gen)	 Brigadier General (Brig Gen)	 Rear Admiral Lower Half (RDML)

O-8	 Major General (MG)	 Major General (MajGen)	 Rear Admiral Upper Half (RADM)	 Major General (Maj Gen)	 Major General (Maj Gen)	 Rear Admiral Upper Half (RADM)
O-9	 Lieutenant General (LTG)	 Lieutenant General (LtGen)	 Vice Admiral (VADM)	 Lieutenant General (Lt Gen)	 Lieutenant General (Lt Gen)	 Vice Admiral (VADM)
O-10	 General (GEN)	 General (Gen)	 Admiral (ADM)	 General (Gen)	 General (Gen)	 Admiral (ADM)

CHAPTER 18: CADET MANAGEMENT SYSTEM

1. INDIVIDUAL RESPONSIBILITIES

- a. Individual cadets will accurately maintain their records in the Howdy Portal and the Cadet Management System (CMS), to include the following:
 - (1) Email address (@tamu.edu account) - Howdy.
 - (2) Preferred phone number (cell phone) - Howdy.
 - (3) Emergency contact information - Howdy.
 - (4) Permanent address - Howdy.
 - (5) Dorm and room assignment - CMS.
 - (6) Special Unit and Student organization involvement - CMS.
 - (7) Military contract or Drill and Ceremony status - CMS.
- b. The Cadet Management System automatically pulls (1) - (4) above from Howdy and populates each cadet record in CMS. Individual cadets are responsible for manually updating (5) - (7) above in CMS. To ensure accuracy of data in CMS, cadets must update information in their Howdy Portal and CMS whenever there is a change in any category listed above.

2. MILITARY LETTERS

- a. The purpose of the military letter is to submit individual, or unit requests not covered by standard operating procedures. Requests will be submitted through the chain of command for consideration by an appropriate approval authority.
- b. The Cadet Management System will automatically route military letters to the appropriate reviewers and approvers based on the subject matter of the request.

CHAPTER 19: UNIT AWARDS

1. GENERAL

- a. The following major awards are given annually in connection with the Corps of Cadets unit awards program:
 - (1) The USAA Award for Most Outstanding Color Guard
 - (2) The USAA Award for Most Outstanding Major Unit Staff
 - (3) The Commandant's Award and Flag for University Activity
 - (4) The Robert M. Gates Public Service Award
 - (5) The J.J. Sanchez Award and Flag for Recruiting and Retention
 - (6) The George P. F. Jouine Award and Flag for Scholastic Achievement
 - (7) The Major General Bruno A. Hochmuth Award and Flag for Military Achievement
 - (8) The Taylor A. Gillespie Award and Flag for Most Improved Unit
 - (9) The President's Award and Flag for the Most Outstanding Major Unit
 - (10) The General George F. Moore Award, Plaque, and Flag for the Outstanding Unit
- b. All awards are presented at the annual Family Weekend Review. All honors and privileges commensurate with each award are in effect upon the announcement and presentation of the award until the first call for the next year's Family Weekend Review.
- c. A unit is not limited to one award. If a unit wins all the awards, that unit will be presented all the flags and citation cords commensurate with each award. To be eligible for each/any of these awards, a unit must comply with all viability standards NLT two weeks prior to Family Weekend. That is, units must attain viability in Strength, Grades, Retention, and Conduct.
- d. Regarding misconduct within a unit, the Commandant reserves the right to penalize a unit during award computations if there has been a pattern of misconduct within the unit during the past year. This pattern of misconduct could affect a unit's ability to compete and/or win the Hochmuth, Gillespie, President's, and General Moore awards.

2. UNIT AWARD COMPUTATIONS

- a. Inverse Point System. Award computations are determined using an inverse point system with the higher placing units in an evaluated category receiving the most points. The number of points earned by each unit is contingent upon the number of company/squadron/battery-sized units in the Corps. For example, if there are 45 units in this year's Corps, and Company X-2 is ranked number one in terms of some specific achievement, Company X-2 will receive 45 points. Squadron 99, which was ranked number two, will receive 44 points. The inverse point scale will be based on the largest number of units, whether it is the spring or fall semester.
- b. In the event of a tie for any factor and for the final award standings, add the inverse ratings for the rank positions then divide by the number of units tied for the position; the result becomes the number of points earned.
- c. Factors - Weighted Statistics. The following example is a Major Unit staff's calculation for the

Major Unit Staff Award. Determination of final point values for award competitions requires weighted statistics or factor multiplications. These allow a percentage of importance to be placed upon the previous year's Spring Academics (Weight factor 2), the current year's Fall Academics (Weight factor 2), the current year's Marching (Weight factor 3), the current year's General Moore Inspections (Weight factor 1), the current year's Commandant's Inspections (Weight factor 1), and the current year's Physical Fitness (Weight factor 1). After the initial rank positions (1-9) and inverse ratings (9-1) have been determined for each graded area, each of the point totals are then multiplied by the corresponding weight factor.

- d. **Retention Standards.** While each award has its own criteria, freshman attrition rates are a factor in many of these unit awards. For the Hochmuth and Jouine awards, freshman attrition accounts for 20% of the award calculations. For the Sanchez, Gillespie, President and Gen Moore awards, units with a less than satisfactory freshman retention rate are eliminated from consideration. A unit must maintain a freshman retention rate of 75% or greater to be eligible for these four awards.

3. THE USAA AWARD FOR MOST OUTSTANDING COLOR GUARD

- a. **General.** Sponsored by the United Services Automobile Association (USAA), the award is named for Lieutenant General Ormond R. Simpson, a member of the Corps of Cadets, Class of '36. Upon retirement from the United States Marine Corps, he returned to Texas A&M University and gave much of his heart and energy to the Corps. The award consists of a distinctive streamer which is affixed to the staff of the organizational color of the unit earning the award.
- b. **Criteria.** To earn the award, a color guard must achieve the highest cumulative total points that accrue from ratings derived from military proficiency.

Graded Area	Weight Factor
(4) Military Proficiency. Rank order of color guard units based on graded March-Ins and reviews.	10.0

- c. **Procedures**
 - (5) Military Proficiency. Each unit's standing in marching will be based on the average grade earned in all graded marching events.

4. THE USAA AWARD FOR MOST OUTSTANDING MAJOR UNIT STAFF

- a. **General.** Established and sponsored by USAA, a Texas-based diversified financial services group of companies founded in 1922, this award is presented to the Major Unit Staff achieving the highest cumulative total point ratings derived from academics, military proficiency, inspections, and physical fitness tests. The award consists of a distinctive streamer which is affixed to the staff of the organizational color of the major unit earning the award.
- b. **Criteria.** To earn the Most Outstanding Major Unit Staff Award, a major unit staff must achieve the highest cumulative total point ratings derived from academics, military proficiency, inspections, and physical fitness tests. In the event of a tie, the major unit staff with the greater academic proficiency score will receive the award. (In the case of the Combine Band Staff earning the award, the streamer is affixed to the guidon of a band unit designated by the Combined Band Commander.)

Graded Area	Weight Factor
--------------------	----------------------

- (1) Academic Proficiency
 - (a) Rank order of major unit staffs based on spring term GPA. 1.0
 - (b) Rank order of major unit staffs based on fall term GPA 3.0
- (2) Military Proficiency. Rank order of major unit staffs based on graded March-Ins and reviews. 3.0
- (3) Inspections. Rank order of the major unit staffs based on the number of discrepancies in Military Proficiency and PCommandant's Staff inspections. Military Proficiency and no-notice Commandant Staff inspections will each count half of this ranking. 2.0
- (4) Physical Fitness Test. Rank position and inverse points will be based on the average score achieved on the For Record PFT and the percentage of cadets meeting height/weight and body fat standards. 1.0

c. Procedures

- (1) Academic Proficiency. The grading period commences with the previous spring semester and ends when the fall semester grades are determined. The grades of the seniors for the spring semester will be included. The Major Unit GPA is calculated by totaling all cadet hours and grade points of the spring and fall semesters. The total grade points are then divided by the total number of hours for which grades are received during the competition period.
- (2) Military Proficiency. Each unit's standing in marching will be based on the average grade earned in all graded marching events.
- (3) General Inspections. Rooms, uniforms, and staff records are subject to inspection. Inspections of major units' in-ranks and rooms will be on an unannounced basis.
- (4) Physical Fitness Test. All cadets will take an ROTC or For the Record Corps Physical Fitness Test in the fall and spring semesters. Rank position and inverse points will be based on the percent of cadets passing the PFT and meeting height/weight and body fat standards. Fall semester results will be provided NLT 1 December. Spring semester results will be drawn from the most current PFT scores for the Spring.

5. THE COMMANDANT'S AWARD FOR UNIVERSITY ACTIVITY

- a. **General.** Sponsored by The Comal County A&M Mothers' Club to recognize the outstanding university involvement/proficiency and Career Readiness activities of the members of a company, squadron, or battery. The award consists of:
 - (1) The Commandant's Flag, which is carried for one year by the unit earning the award.
 - (2) Guidon Streamers, which are flown on the guidon staff of the first three place units.
 - (3) Citation Cords, which are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, whose unit affiliation is to the Commandant's award recipient, are also authorized to wear the citation cord.

- b. **Criteria.** To earn the Commandant's award, a company, squadron, or battery must achieve the highest cumulative total points that accrue from ratings derived from university activity proficiency. In the event of a tie for the Commandant's Award, the unit with the greatest scholastic proficiency will receive the award.

Graded Area

Weight Factor

(1) University Activity Proficiency

- | | |
|--|-----|
| (a) Rank order of outfits based on the Cadet Activity Point Sheet. | 3.5 |
| (b) Rank order of outfits based on Off-Quad Involvement. | 3.5 |
| (c) Rank order of outfits based on Career Readiness activity | 3.0 |

c. **Procedures**

- (a) Extracurricular Activities. Corps Staff is responsible for compiling the points awarded for extracurricular activities. Rank position and inverse points will be based on the total number of each unit's extra-curricular activity points divided by the number of current unit members.
- (b) The list of activities and activity points is included as the [Activity Point Sheet](#).
- (c) All questions concerning the Activities List should be submitted to Corps Staff, the agency in charge of compiling and validating extracurricular activity statistics.
- (d) Points for Career Readiness Activity. Like the Recruiting Points system, Career Readiness Event participation will be tracked using a Google Form on cadets.tamu.edu. The Corps Career Readiness Officer and Sergeant will track the responses to this form and award points based on valid submissions. At the end of the year, outfits will be placed in a rank order based solely off how many cadet hours they contributed to Career Readiness Events.

ACTIVITY POINT SHEET

Name: _____ **Class Year:** _____

Unit: _____ **Total Points:** _____

1. Using your initials, indicate the activities in which you presently participate. DO NOT include activity participation of previous years.
2. All activities accompanied by an asterisk (*) require specific information for point credit. You must provide the additional information to receive the points. See the list of authorized activities provided to your unit.
3. Enter your signature and unit in the space provided above.
4. Total your points and enter on the above provided line.

16 POINTS

_____ Corps Commander
_____ Student Body President
_____ MSC Council President
_____ Student Regent

12 POINTS

_____ Cadet Colonel
_____ Student Body Vice President
_____ Speaker, Student Senate
_____ MSC Council Executive VP
_____ Head Yell Leader
_____ Editor, Aggieland/Battalion
_____ Head Drum Major
_____ Class President
* _____ Director, Fish/Transfer Camp

10 POINTS

_____ Who's Who in American
Colleges & Universities (at TAMU)
* _____ Class Officer other than President
Class & office _____
_____ Assoc/Asst, Director of Fish/
Transfer Camp
_____ MSC Council Vice President

8 POINTS

_____ Commander, Ross Volunteers
_____ Commander, Parsons Mounted
Cavalry
_____ Cadet LTC
* _____ Chair of University/Student
Gov't/MSC/Corps Committee
Committee _____
_____ Yell Leader (other than Head
Yell Leader)
* _____ Lettered in Varsity Sport
Sport _____

6 POINTS

_____ Junior, Corps Staff
_____ Distinguished Air, Military or
Naval Science Student
_____ Inf/Arty Band Drum Major
_____ Commander, Rudder's Rangers
_____ Commander, Recon Company
_____ PMC Active Member
_____ Ross Volunteer Active Member
_____ Corps Bugler
_____ Commander, Corps Center Guard
_____ Commander, Color Guard
_____ Commander, O.R. Simpson Honor Co
_____ Commander, Pathfinders
_____ Commander, Ranger Challenge
_____ Commander, SEAL Platoon
_____ Commander, Special Operations
_____ Commander, Summer Recruiting Co
_____ Major Unit Staff, not listed above

5 POINTS

- _____ Distinguished Student (Last 2 sem only)
- _____ O.R. Simpson Honor Company
- _____ Member, Student Senate
- * _____ Member, Student Gov't Executive Committee_____
- * _____ Executive, MSC Committee_____
- _____ Director, MSC Council
- * _____ Member, University Committee_____
- _____ Minor Unit Staff, not listed above

4 POINTS

- _____ Member, Aggieland Staff
- _____ Member, Battalion Staff
- * _____ Member, Varsity/Club Sport Sport_____
- _____ Member, Ranger Challenge
- _____ President/Commander, or Midshipmen Battalion

3 POINTS

- _____ SCONA Delegate
- * _____ Trainer or Mgr. Varsity Sport Sport_____
- * _____ Member, Student Gov't/MSC Comm Committee_____
- * _____ President; Honor Society, Student Council Service Org, etc. Organization_____
- _____ Member, CPRB
- _____ Member, Corps Center Guard
- _____ Staff Member, Platoon Leader, or Platoon Sgt, Summer Recruiting Co

2 POINTS

- _____ Color Guard Member
- _____ Counselor, Fish Camp
- _____ Counselor, T Camp
- _____ Member, Singing Cadets
- _____ Member, Women's Chorus
- _____ Member, TAMU Symphonic Band
- _____ Member, TAMU Concert Band
- _____ Member, Aggieland Orchestra
- _____ Member, Dukes of Aggieland
- * _____ Member, Honor Society (other than O.R. Simpson) Honor Society_____

1 POINT

- _____
- _____ Member, Seal Platoon/Naval Warfare
- _____ Member, Civil Air Patrol - TAMU
- _____ Member, Arnold Air Society
- _____ Member, Recon Company
- _____ Member, Rudder's Rangers
- _____ Member, Fish Band
- _____ Member, Century Singers
- _____ Member, Service/Student Activities, Clubs, etc. Organization_____
- * _____ Corps Athletic Team Team_____

SHEETS FOR SPECIFIC ACTIVITIES (*)

HONOR

- _____ University Honors Program Student
- _____ FMA Honor Society
- _____ Lambda Sigma
- _____ Omega Epsilon
- _____ Phi Beta Delta
- _____ Phi Eta Sigma
- _____ Phi Theta Kappa
- _____ Tau Kappa Honor Society
- _____ Golden Key

SERVICE

- _____ Aggie Blood Drive Committee
- _____ Aggie Hostess
- _____ Aggie Partners for Special Olympics
- _____ Alpha Kappa Alpha Sorority
- _____ Alpha Phi Alpha
- _____ Alpha Phi Omega
- _____ Circle K International
- _____ Delta Sigma Theta
- _____ TAMU Emergency Care Team
- _____ Faith in Action
- _____ I CARE
- _____ Kappa Alpha Phi Fraternity
- _____ Leadership Training Programs
- _____ Legislative Study Group
- _____ Married Student Apartment Council
- _____ Off-Campus Aggies
- _____ Omega Phi Alpha
- _____ Peer Advisor Program
- _____ Pi Beta Jelly
- _____ RHA Casino
- _____ Students Helping Aggie Residents Everywhere
- _____ Southwestern Black Student Leadership Conference
- _____ Sports Official Association
- _____ Student Council for Exceptional Children
- _____ Student Government
- _____ Student 'Y' Association
- _____ T-Camp (Student 'Y')
- _____ Student with Children
- _____ Traditions Council
- _____ Voices of Praise

STUDENT GOVERNMENT COMMITTEES

- _____ Internal Affairs Committee
- _____ Awards & Banquet Committee
- _____ Legislative Study Group
- _____ Public Relations Committee
- _____ Election Commission
- _____ Academic Affairs Committee
- _____ External Affairs Committee
- _____ Finance Committee
- _____ Student Services Committee
- _____ Rules & Regulations Committee
- _____ The Big Event
- _____ Blood Drive
- _____ Conference on Student Government Assoc (COSGA)
- _____ Freshman Programs
- _____ High School Public Relations & Recruiting
- _____ Muster
- _____ Parents Weekend
- _____ Traditions Council
- _____ Chancellor Student Advisory Board

MSC COMMITTEES

- _____ Aggie Cinema
- _____ All Night Fair
- _____ Black Awareness Committee
- _____ Camera Committee
- _____ MSC Cepheid Variable
- _____ College Bowl
- _____ Committee for the Awareness of Mexican-American Culture (CAMAC)
- _____ Dinner Theater Committee
- _____ MSC Fall Leadership
- _____ Great Issues
- _____ Hospitality Committee
- _____ MSC Jordan Institute for International Awareness
- _____ MSC Literacy Arts
- _____ Madrigal Dinners
- _____ MSC MBA/Law Committee
- _____ MSC Nova
- _____ MSC Opera & Performing Arts Society

- _____ Political Forum
- _____ MSC Recreation Committee
- _____ MSC Spring Leadership Trip
- _____ Student Conference on National Affairs
- _____ MSC Town Hall
- _____ MSC Travel
- _____ MSC Variety Show
- _____ Visual Arts
- _____ Wiley Lecture Series
- _____ MSC Pageant

UNIVERSITY COMMITTEES

- _____ Curriculum Committee
- _____ Evans Library Council
- _____ Medical Science Library Council
- _____ Rules & Regulations Committee
- _____ Scholarship Committee
- _____ Athletic Council
- _____ Fiscal Appeals Panel
- _____ Student's Rights Appeal Panel
- _____ University Academic Appeals Panel
- _____ Convocations Committee
- _____ Council on Teacher Education
- _____ New Student Committee
- _____ Student Publications Board
- _____ University Lecture Committee
- _____ Concessions Committee
- _____ Memorial Student Center Council
- _____ Student Organization Advisory Board
- _____ University Recreation Committee
- _____ Who's Who Committee
- _____ Environmental Safety & Health Committee
- _____ Traffic Appeals Panel
- _____ University Center Advisory Committee
- _____ Honors Program Committee
- _____ Alcohol/Drug Awareness Committee
- _____ Alcohol & Drug Awareness Week Planning Committee
- _____ Buck Weirus Spirit Award Committee

- _____ Health Center Advisory Committee
- _____ Recreational Sports Advisory Committee
- _____ Student Services Women's Issue Advisory Committee

VARSITY SPORTS

Men:

- _____ Baseball
- _____ Basketball
- _____ Football
- _____ Golf
- _____ Swimming
- _____ Tennis
- _____ Track/Cross Country

Women:

- _____ Basketball
- _____ Golf
- _____ Equestrian
- _____ Fencing
- _____ Soccer
- _____ Softball
- _____ Swimming
- _____ Tennis
- _____ Track/Cross Country
- _____ Volleyball

CORPS CLUB SPORTS

- _____ Marksmanship Unit

Men's Sport:

- _____
- _____
- _____

Women's Sport:

- _____
- _____
- _____

6. THE ROBERT M. GATES PUBLIC SERVICE AWARD

- a. **General.** Endowed by Gerald Ray and Donald Zale, the award was established to recognize the outstanding public service of a company, squadron, or battery. The award consists of:
 - (1) The Gates Flag, which is carried for one year by the unit earning the award.
 - (2) Guidon Streamers, which are flown on the guidon staff of the first three place units.
 - (3) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the Gates award, are also authorized to wear the citation cord.
- b. **Criteria.** To earn the Gates Award, a company, squadron, or battery must achieve the highest cumulative ranking as determined through computations performed by Corps Staff.

Graded Area	Weight Factor
(1) Community Service Involvement. Rank order of outfits based on information regarding activity throughout the year.	10.0

c. **Procedures**

Community Service Proficiency. The standing for Community Service of each unit will be based on the overall ranking of all activities in which the unit participated. The results are calculated by adding the cumulative rankings indicated by the voting members of the cadet board appointed and led by the Corps Chief of Staff.

7. THE J. J. SANCHEZ AWARD FOR RECRUITING AND RETENTION

- a. **General.** Sponsored by The Austin Texas A&M Mothers' Club, the award was established to recognize the outstanding recruiting and retention achievement of a company, squadron, or battery. The award is named for former Cadet J.J. Sanchez '93, who died in an automobile accident during the spring semester of his senior year in the Corps. The award consists of:
 - (1) The Sanchez Flag, which is carried for one year by the unit earning the award.
 - (2) Guidon Streamers, which are flown on the guidon staff of the first three place units.
 - (3) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the Sanchez award, are also authorized to wear the citation cord.
- b. **Criteria.** To earn the J. J. Sanchez Award, a company, squadron, or battery must achieve the highest cumulative total points that accrue from ratings derived from recruiting and retention proficiency. In the event of a tie for the Sanchez Award, the unit with the greatest retention proficiency will receive the award. Units with greater than 25% attrition in their fish class are eliminated from consideration for this award. Criteria for determining the recipient unit is as follows:

Graded Area	Weight Factor
(1) Retention Proficiency	
(a) Rank order of outfits based on freshman retention.	3.0
(b) Rank order of outfits based on sophomore retention.	1.5

- (c) Rank order of outfits based on junior/senior retention. 0.5
- (2) Recruiting Proficiency
 - (a) Rank order of outfits based on Recruiting Activity Points 5.0

c. **Procedures**

(1) Freshman Retention. The points for freshman retention are computed using the initial freshman strength from Freshman Orientation Week through 1 April. The initial strength includes all freshmen who report to the unit during Freshman Orientation Week and any student who reports late that has a prepaid room deposit. Except in case of death or transfer to another Corps unit, all losses will count against the unit's retention.

Note: If a freshman cadet resigns from the Corps and later rejoins the Corps during the same year, his or her return will negate the loss charged to the unit.

(2) Upperclassmen Retention. The sophomore and junior/senior retentions are computed like freshmen and will use the initial strength from the first day of classes until 1 April. The unit with the highest percentage will be ranked first in the inverse ranking system.

(3) Intra-Unit Transfer. Cadets who transfer from one unit to another will not be counted as a loss to the losing unit but will be counted as a gain for the gaining unit. Should a cadet who transferred be a loss to the Corps of Cadets, the loss will be attributed to the gaining unit. Cadets who join the Corps after the first day of classes will be considered a gain to the gaining unit.

(4) Recruiting Activity Points. Points are based on cadet participation in recruiting events including: SNWC, Corps Leadership Invitational, hometown recruiting, drill meets, high school visits, Darling Recruiting Company, Summer Recruiting Company, and New Student Conferences. The size of each unit is considered when determining the rating of units based on their point totals.

8. THE GEORGE P. F. JOUINE AWARD FOR SCHOLASTIC ACHIEVEMENT

a. **General.** Sponsored by The Houston A&M University Mothers' Club, the award was established to recognize the outstanding academic achievement of a company, squadron, or battery. The award is named for George P.F. Jouine, Class of '07, who served with distinction in World War I. A native of France, he risked his U.S. citizenship to fight with the French Army against the Germans. The award consists of:

- (1) The Jouine Flag, which is carried for one year by the unit earning the award.
- (2) Guidon Streamers, which are flown on the guidon staffs of the first three place units.
- (3) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the Jouine award, are also authorized to wear the citation cord.

b. **Criteria.** To earn the George P. F. Jouine Award, a company, squadron, or battery must achieve the highest cumulative total points that accrue from ratings derived from scholastic proficiency and scholastic inspections. In the event of a tie for the Jouine Award, the unit with the greatest scholastic proficiency will receive the award.

Graded Area

Weight Factor

- (1) Scholastic Proficiency
 - (a) Rank order of outfits based on the previous spring semester grades (grades for seniors included). 2.0
 - (b) Rank order of outfits for the fall semester grades. 1.0
 - (c) Rank order of the freshman grades by outfits for the fall semester. 1.0
 - (d) Rank order of the sophomore grades by outfit for the fall semester. 1.0
 - (e) Rank order of the junior and senior grades by outfit for the fall semester. 2.0
- (2) Scholastic Inspections. Rank order of the outfits as to the number of discrepancies in EST inspections conducted by the Corps/Major Unit Scholastic Officers. 1.0
- (3) Freshman Retention. Rank order of units based on fish retention. 2.0

c. **Procedures**

- (1) Scholastic proficiency will be based on the grade point ratio of all cadets in a unit and is determined by dividing the total grade points earned by the number of hours for which grades are received.
- (2) Any outfit non-existent in the previous spring semester can compete for the Scholastic Achievement Award. An outfit's rank will be based on their fall semester results in grades and inspections.
- (3) Any incomplete or grade changes for spring semester grades will be obtained by 15 September. Any incomplete or grade changes for fall semester grades will be obtained by 15 February. If changes are not at the Registrar's office by the established dates, the grades will be computed as per the grade printout.
- (4) Data for the scholastic inspections rank order comes from inspections conducted by or for Corps Staff beginning with the start of school in the Fall through the end of March.
- (5) Since Delta Company cannot be inspected for EST by the Corps/Major Unit Scholastic Officers, the value assigned to D-Co in this area will be in direct relation to their final academic standing of the previous semester (i.e., if D Co finished first in scholastic standing then the number of cuts assigned would be the number that would place them in 1st place (or tied for first) in scholastic inspections for the semester being computed.) The standings for the Jouine Award will be computed as for any other unit of the Corps.
- (6) Freshman retention data uses the same rank order determined for the Sanchez Award.

9. THE MAJOR GENERAL BRUNO A. HOCHMUTH AWARD FOR MILITARY ACHIEVEMENT

- a. **General.** Endowed by Colonel Max and Judy Cottrell through the Eternal Aggie Corps Endowment, the award was established to recognize outstanding achievement in military proficiency, inspections, and physical fitness standards of a company, squadron, or battery. The award is named for Major General Bruno A. Hochmuth, U.S. Marine Corps, Class of '35, who served with distinction in World War II, Korea, and Vietnam. General Hochmuth was killed

in Vietnam in 1967, the senior U.S. Marine lost in that conflict. The award consists of:

- (1) The Hochmuth Flag, which is carried for one year by the unit earning the award.
- (2) Guidon Streamers, which are flown on the guidon staffs of the first three place units.
- (3) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the Hochmuth award, are also authorized to wear the citation cord.
- (4) Separately, a 1st, 2nd and 3rd Place Pass-In-Review Streamer will be awarded to non-band units scoring highest in the grading for Reviews and Football March-Ins. The total scores from reviews and March-Ins will continue to be used in determining unit order for the military proficiency graded portion of the Hochmuth award.

- b. **Criteria.** To earn the General Bruno A. Hochmuth Award, a company, squadron, or battery must achieve the highest cumulative total points that accrue from ratings derived from military proficiency, inspections, physical fitness standards achieved, freshman retention, and scholarship thank-you letter completion. In the event of a tie for the Hochmuth Award, the unit with the greatest military proficiency score will receive the award. Separately, a 1st, 2nd and 3rd Place Pass-In-Review Streamer will be awarded to the units scoring highest in the grading for Eyes Right / Ready Front during Reviews and Football March-Ins. The total scores from review and March-Ins will continue to be used in determining unit order for the military proficiency graded portion of the Hochmuth award.

Graded Area	Weight Factor
(1) Military Proficiency. Rank order of outfits based on graded March-Ins and reviews.	2.0
(2) Inspections. Rank order of the outfits as to the number of discrepancies in Military Proficiency Inspections and Commandant's Staff inspections. Military Proficiency and no-notice Commandant Staff inspections will each count half of this ranking.	2.0
(3) Physical Fitness Test. Rank order of the outfits based on the average score achieved on Corps Physical Fitness Test.	2.0
(4) Height/Weight/Body Fat Percentage. Rank order of the outfits as to the percent of members meeting height/weight and body fat standards.	1.0
(5) Freshman Retention. Rank order of units based on fish retention.	2.0
(6) Scholarship Thank-You Letter Completion. Rank order of units based on Thank-You Letter completion and accuracy.	1.0

c. **Procedures**

- (1) Military Proficiency. The standing in marching of each unit will be based on the average grade earned in all graded marching events.
 - (a) The total score will be used to establish the final standings. The Office of the Commandant publishes marching results and is the agency charged with compilation

of points earned for marching.

- (b) There will be 100% accountability for all graded events. Excusals from graded events will be by military letter.
- (2) Inspections
- (a) Uniforms and rooms/holes are subject to no-notice Military Proficiency Inspections. Rooms/holes are subject to no-notice Commandant's staff inspections.
 - (b) Military Proficiency Inspections of a unit's in-ranks will be on an unannounced basis. Rooms will be inspected during the academic day by the Corps Inspector General Officer and the Corps Inspector General Sergeant or their designated representatives.
 - (c) Since Delta Company cannot be inspected for cadet rooms the value assigned in this area will be in direct relation to their uniform inspections results [i.e., if D-Co finished first in uniform inspection, then the number of cuts assigned would be the number that would place them in first place (or tied for first) in room inspections for the semester being computed.] This procedure will be followed in both the fall and spring semesters. The Hochmuth Award standings will be computed as for any other Corps unit.
- (3) Physical Fitness. All cadets will take a Corps Physical Fitness Test in the fall and spring semesters. Rank position and inverse points will be based on the average score achieved on the For Record PFT. Fall semester results will be provided NLT 1 December. Spring semester results will be drawn from the most current Spring PFT scores.
- (4) Passing Height/Weight or Body Fat Content Percentage. All cadets must meet the Height/Weight or Body Fat Content Percentage as detailed in the Standard. Cadets are measured in the fall and again in the spring. Rank position and inverse points will be based on the passage percentage rate for cadets in the unit. Total number of cadets in the unit will be determined upon the 12th day of classes for each semester. Missing or incomplete data for a cadet will be counted as a failure. Passing percentage for Fall and Spring is weighted evenly.
- (5) Freshman retention data uses the same rank order determined for the Sanchez Award.
- (6) Thank-you letter completion. Outfits will be ranked based on the percentage of thank-you letters that are turned in by the deadline without having to be resubmitted for corrections.

10. THE TAYLOR A. GILLESPIE AWARD FOR MOST IMPROVED UNIT

- a. **General.** Sponsored by the Friends of Taylor's Place, the award is presented to the company, squadron, or battery demonstrating the greatest overall improvement from one year to the next. The award is named for former Cadet Taylor Gillespie '11, who died in an automobile accident during the spring semester of his senior year in the Corps. The award consists of:
 - (1) The Gillespie Flag, which is carried for one year by the unit earning the award.
 - (2) Guidon Streamers, which are flown on the guidon staff of the first three place units.
 - (3) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the Gillespie award, are also authorized to wear the citation cord.

- b. **Criteria.** To earn the Gillespie Award, a company, squadron, or battery must achieve the highest cumulative point improvement that accrue from ratings derived from the General Moore Award computations for the current year and the past year. Units with greater than 25% attrition in their fish class are eliminated from consideration for this award.

Graded Area	Weight Factor
(1) General Moore Award. The criteria that apply for the ranking of the unit in the previous year's General Moore Award compared to the current year's General Moore ranking.	10.0

- c. **Procedures.** Using the same procedures to calculate the General Moore Award, compare the the current year's calculation to last year's calculation to determine the increase/decrease. The outfit with the greatest increase is the most improved unit.

11. THE PRESIDENT'S AWARD FOR MOST OUTSTANDING MINOR UNIT

- a. **General.** Sponsored by Texas A&M University President, the award was established to recognize the outstanding Minor Unit as it relates to Scholastic and Military Proficiency as well Recruiting and Retention and cadet activities. The award consists of the President's Flag, carried for one year by the major unit earning it.
- b. **Criteria.** To earn the President's Award, a Minor Unit must achieve the highest cumulative total points that accrue from ratings derived from Scholastic Proficiency, Military Proficiency, Recruiting and Retention, and the Commandant's Award. Minor Units with greater than 25% attrition in their total fish class are eliminated from consideration for this award. The below criteria are used to determine the recipient Minor Unit. The rankings for the Minor Staff and the subordinate units in the Minor unit are combined to determine the ranking of the Minor Units:

Graded Area	Weight Factor
(1) Scholastic Proficiency. The criteria that applies for the selection of the Jouine Award.	3.0
(2) Military Proficiency. The criteria that applies for the selection of the Hochmuth Award.	3.0
(3) Recruiting and Retention Proficiency. The criteria that applies for the selection of the J. J. Sanchez Award.	2.0
(4) Commandant's Award. The criteria that applies for the selection of the Commandant's Award.	2.0

- c. **Procedures**
 - (1) Each Minor Unit will earn a rating in each of the graded areas. Based on these ratings the Minor Units will be rank ordered, highest to lowest. The inverse points of the unit will be multiplied by the weight factor shown above to arrive at the total points earned. In the event of a tie for the Gen Moore Award, the determining factor will be scholastic proficiency.
 - (2) Freshman retention data uses the same rank order determined for the Sanchez Award. All units in the minor unit are combined to determine eligibility for the award.

12. THE GENERAL GEORGE F. MOORE AWARD FOR THE OUTSTANDING UNIT

- a. **General.** Endowed by Gerald and Susan Sullivan, the award was established in 1946 to recognize the outstanding company, squadron, or battery in the Corps of Cadets. The award is named for General George F. Moore, U.S. Army, Class of '08 who was the first A&M graduate to become a General Officer and who is best known for leading the heroic defense of Corregidor in World War II. The award consists of:
- (1) The General Moore Plaque, on which the name of each year's recipient unit is engraved, is permanently displayed in the Corps Center.
 - (2) The General Moore Flag, which is carried for one year by the unit earning the award.
 - (3) Guidon Streamers, which are flown on the guidon staffs of the first three place units.
 - (4) Citation Cords are worn for one year by cadets who are members of the award-winning unit. Cadets assigned to staff positions, who contributed to the unit winning the General Moore award, are also authorized to wear the citation cord.
- b. **Criteria.** To earn the General Moore Award, a company, squadron, or battery must achieve the highest cumulative total points that accrue from ratings derived from Scholastic Proficiency, Military Proficiency, Recruiting and Retention, and the Commandant's Award. Units with greater than 25% attrition in their fish class are eliminated from consideration for this award. Criteria for determining the recipient unit is as follows:

Graded Area	Weight Factor
(1) Scholastic Proficiency. The criteria that applies for the selection of the unit earning the Jouine Award.	3.0
(2) Military Proficiency. The criteria that applies for the selection of the unit earning the Hochmuth Award.	3.0
(3) Recruiting and Retention Proficiency. The criteria that applies for the selection of the unit earning the J. J. Sanchez Award.	2.0
(4) Commandant's Award. The criteria that applies for the selection of the unit earning the Commandant's Award.	2.0

c. **Procedures**

- (1) Each company/squadron/battery-sized unit will earn a rating in each of the graded areas. Based on these ratings the units will be rank ordered from highest to lowest. The inverse points of the unit will be multiplied by the weight factor shown above to arrive at the total points earned. In the event of a tie for the Gen Moore Award, the determining factor will be scholastic proficiency.
- (2) Freshman retention data uses the same rank order determined for the Sanchez Award.

13. OTHER UNIT AWARDS

The following Unit Awards are given annually in connection with the Corps Awards Program.

- a. **Pass in Review Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units scoring highest in graded pass in review and March-In events throughout the year.
- b. **Career Readiness Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units

scoring highest in Career Readiness evaluation criteria throughout the year.

- c. **Endurance Competition Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units scoring highest in the team running of the Endurance Competition.
- d. **Bloody Cross Competition Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units scoring highest in the annual Bloody Cross run.
- e. **Obstacle Course Competition Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units logging the fastest times in the team running of the USMC Obstacle Course.
- f. **Cadet Challenge Competition Streamer.** 1st, 2nd, and 3rd Place Streamers presented to the Corps units demonstrating the combined best scores of the Spring Physical Fitness Test, Bloody Cross, Obstacle Course and Endurance Competitions.

CHAPTER 20: INDIVIDUAL AWARDS

1. GENERAL

The following individual awards are given annually in connection with the Corps Awards Program. The awards are designed to recognize outstanding individual cadet and advisor achievement during the school year.

- a. **CORPS COMMANDER RECOGNITION AWARD** – Mr. John Bratten, a long-time supporter of the cadet awards program, annually presented the award to recognize the leadership of the current year's cadet Corps Commander. Mr. Bratten's daughter, Ms. Adelaide Leavens continues to sponsor the award.
- b. **DEPUTY CORPS COMMANDER RECOGNITION AWARD** –Sponsored by the La Villita Chapter, Daughters of the American Revolution, to recognize the leadership of the current year's cadet Deputy Corps Commander.
- c. **CORPS CHIEF OF STAFF RECOGNITION AWARD** – Sponsored by the William Scott Chapter, Daughters of the American Revolution, to recognize the leadership of the current year's cadet Chief of Staff.
- d. **MASCOT CORPORAL RECOGNITION AWARD** – Sponsored by the Texas Aggie Corps of Cadets Association to recognize this year's Mascot Corporal's dedicated service and positive representation to Texas A&M University.
- e. **THE LULIE HUGHEY LANE SCHOLARSHIP AWARD** – Sponsored by the Stephen Williams Chapter, The Texas Society US Daughters of 1812, to recognize the Sophomore Liberal Arts Major who distinguished himself or herself through academic achievement and the highest grade point average.
- f. **DEPARTMENT OF THE ARMY SUPERIOR CADET AWARDS** – Presented by Army ROTC, each year the Department of the Army recognizes the Outstanding Military Science student in each academic class.
- g. **THE ENSIGN MIKE BEACH MEMORIAL SCHOLARSHIP** – Presented by Naval ROTC, the scholarship was established by the Beach family in honor of their son, who graduated from Texas A&M and subsequently died while serving in the United States Navy.
- h. **AIR FORCE ASSOCIATION AWARD** – Presented by Air Force ROTC, The Aggieland Chapter of the Air Force Association awards a silver medal, ribbon, and certificate to the Air Force ROTC cadet recognized by the Professor of Aerospace Studies as the most Outstanding AS 300 Air Force ROTC cadet.
- i. **MACARTHUR CADET AWARD** – Sponsored by the MacArthur Memorial Foundation to promote the high ideals exemplified by General of the Army Douglas MacArthur in his life of service to our country, the award is presented annually to an outstanding cadet from among the ROTCs at each of the nation's military colleges and schools.
- j. **OUTSTANDING CORPS STAFF OFFICER AWARD** – Sponsored by the Dallas County A&M University Mothers' Club to recognize this year's Outstanding Corps Staff Officer.

- k. **OUTSTANDING MAJOR UNIT COMMANDER AWARD** – Sponsored by The Texas Aggie Corps of Cadets Association to recognize this year’s Outstanding Major Unit Commander.
- l. **OUTSTANDING MINOR UNIT COMMANDER AWARD** - Sponsored by the Texas Aggie Corps of Cadets Association to recognize this year’s outstanding Minor Unit Commander.
- m. **OUTSTANDING OUTFIT COMMANDER AWARD** – Endowed by Dr. John Fritz, the award known as the Fritz Cup recognizes the outstanding outfit commander in the Corps of Cadets.
- n. **OUTSTANDING EXECUTIVE OFFICER AWARD** – Sponsored by USAA, the award is given to the XO who supported and assisted with the execution and coordination of cadets and activities within the unit.
- o. **OUTSTANDING FIRST SERGEANT AWARD** – Sponsored by The Texas Aggie Corps of Cadets Association, the award is one of the longest standing awards and is given to the First Sergeant who demonstrated outstanding leadership and training guidance to fellow cadets and the Corps.
- p. **OUTSTANDING SOPHOMORE AWARDS** – Sponsored by the Federation of Texas A&M University Mothers’ Club, the awards recognize this year’s Best-Drill Sophomore and the Most Outstanding Sophomore in the Corps of Cadets.
- q. **OUTSTANDING FRESHMEN AWARDS** – Sponsored by The Texas Aggie Corps of Cadets Association, the awards recognize this year’s Best-Drill Freshman and the Most Outstanding Freshman in the Corps of Cadets.
- r. **OUTSTANDING SCHOLASTICS OFFICER AND SCHOLASTICS SERGEANT AWARDS** – Sponsored by The Texas Aggie Corps of Cadets Association, the awards recognize this year’s Scholastic Officer and Sergeant’s achievements.
- s. **OUTSTANDING DRILL AND CEREMONIES CADETS** – Sponsored by The Texas Aggie Corps of Cadets Association, the award recognizes this year’s most outstanding D&C senior and junior cadets in the Corps.
- t. **DAUGHTERS OF THE AMERICAN REVOLUTION AWARD** – Sponsored by the La Villita Chapter and the William Scott Chapter, Daughters of the American Revolution, the awards recognize this year’s outstanding senior cadet from each branch of service.
- u. **VETERANS OF FOREIGN WARS ROTC MEDALS** – Established to recognize senior, junior, and sophomore-level cadets from each ROTC program who exhibit military achievement and exceptional leadership ability.
- v. **AMERICAN LEGION AWARDS** – Presented by the Earl Graham Post 159, the awards recognize senior and junior ROTC cadets in the advanced program who have displayed high military and academic excellence.
- w. **NATIONAL SOJOURNERS AWARD** – Sponsored by the Brazos Valley Chapter of the National Sojourners, the award recognizes one cadet in each service who has demonstrated the highest degree of patriotism and willingness to serve God and Country.
- x. **MILITARY OFFICERS ASSOCIATION OF AMERICA AWARD** – Sponsored by the Brazos Valley Chapter of the Military Officers Association of America, the award recognizes a 300-level ROTC cadet from each branch of service who shows exceptional potential for military leadership.

- y. **INDEPENDENCE CHAPTER, TEXAS SOCIETY OF THE SONS OF THE AMERICAN REVOLUTION AWARD** – Presented by the Independence Chapter, Texas Society of the Sons of the American Revolution to a freshman cadet from each branch of the service who demonstrates outstanding leadership qualities, military bearing, and all-around excellence in ROTC studies and activities.
- z. **SOCIETY OF AMERICAN MILITARY ENGINEERS AWARD** – Presented by the Houston Post of the Society of American Military Engineers to recognize outstanding ROTC cadets who are candidates for engineering or engineering technology degrees, excel in the classroom, are dedicated to pursuing a career in military engineering, and will be commissioned into the Armed Services of the United States.
- aa. **MILITARY ORDER OF WORLD WARS AWARD** – Sponsored by the Dallas Chapter of The Military Order of World Wars, the award recognizes a 300-level, 200-level, and 100-level cadet from each branch of service who plans to enroll in the next ROTC class level and has the goal of earning a commission.
- bb. **THE MILITARY ORDER OF FOREIGN WARS OF THE UNITED STATES AWARD** – Texas Commandery awards the Military Order of Foreign Wars of the United States award to a junior cadet in each ROTC program who distinguished himself or herself through academic achievement with the highest grade point average in his or her History major.
- cc. **AT&T VETERANS ROTC LEADERSHIP AWARD** – Sponsored by AT&T and awarded to one ROTC cadet from each branch of service and one Delta Company combat cadet who has excelled in AT&T's "Rethink Possible" philosophy; recognizing cadets who have displayed the ability to solve problems outside the box, using innovative thinking and carrying it through to execution.
- dd. **OUTSTANDING ACADEMIC CADETS** – Sponsored by USAA to recognize this year's outstanding senior, junior, sophomore, and freshman academic cadets.
- ee. **OLIN E. TEAGUE SOLDIER STATESMAN AWARDS** – Sponsored by the Olin E. Teague family to recognize outstanding senior cadets from each service who demonstrate qualities of maturity, self-confidence, leadership, and desire which will enable them to be superior officers in their respective military services.
- ff. **THE BRUCE DEAN GOODRICH AWARD** – Named for former Cadet Bruce Dean Goodrich who died while a cadet in 1984, the award recognizes a sophomore cadet who has demonstrated high leadership potential and dedication to fellow cadets.
- gg. **ZACHARY L. DAVIS AWARD** – Sponsored by Mr. Gerald Ray '54 and Mr. Donald Zale '55 and named for former Cadet Zach Davis '09, a 100% visually impaired cadet who successfully complete four years in the Corps of Cadets, the award recognizes a cadet who has overcome adversity and hardship during his/her Corps career.
- hh. **HELLCAT 9 '68 BOOTS AND SABER AWARD** – Sponsored by Claudia and Fred Jackson, and seven other previous Hellcat 9 members, the award assists one outstanding sophomore cadet in paying for his or her senior boots and saber.
- ii. **WOFFORD CAIN BOOTS AND SABER AWARDS** – Endowed by the Effie and Wofford Cain Foundation and presented in honor of Wofford Cain, class of 1913, the awards recognize this year's outstanding achievement by seniors in the Corps of Cadets.

- jj. **LTC JAMES WYATT BOOTS & SABER AWARD** – Given to a sophomore cadet who has demonstrated leadership and student involvement at Texas A&M University.
- kk. **DALLAS A&M CLUB SENIOR BOOTS AWARD** – Sponsored by the Dallas A&M Club and given to a sophomore cadet who has demonstrated leadership and student involvement at Texas A&M University.
- ll. **PRESIDENT'S MEDAL** – The Association of Military Colleges and Schools annually sponsors the President's Medal which is given to the cadet selected to be next year's cadet Corps Commander.
- mm. **THE COLONEL WOODALL SABER** – Named for Colonel James R. Woodall, Colonel, U.S. Army (Retired), Class of '50, and former Commandant of the Corps of Cadets, the award recognizes the next year's newly-selected Deputy Corps Commander.
- nn. **CORPS CHIEF OF STAFF SABER** – sponsored by The Corps of Cadets Association to recognize the newly selected Corps Chief of Staff.
- oo. **THE KELLY CASTLEBERRY MEMORIAL AWARD** – This award is presented annually to a Marine Corps junior selected for the highest rank for his/her senior year in the Corps of Cadets.
- pp. **THE COLONEL GLENN STARNES '81 MEMORIAL AWARD** – This award is presented annually to a senior who will commission into the U.S. Marine Corps.
- qq. **ASSOCIATION OF FORMER STUDENTS ROTC CADRE AWARDS** – Sponsored by the Association of Former Students and recognizing the most outstanding ROTC Officer or Non-Commissioned Officer instructors.
- rr. **THE LIEUTENANT COMMANDER DENNIS LEE HASSMAN '88 OUTSTANDING STAFF MEMBER AWARD**– Sponsored by the Office of the Commandant and recognizes the most outstanding member of the Commandant's staff.

CHAPTER 21: OUTFIT AND PULL-OUT PICTURE GUIDANCE

1. UNIFORM AND OUTFIT / STAFF PICTURE GUIDANCE

- a. All outfits and major/minor unit staffs will take outfit pictures in the prescribed uniform. Junior and senior cadets are authorized to wear Midnights, while freshmen and sophomores will wear the Class A Winter uniform. Freshmen cadets will wear their Corps Brass / Band Lyre on their Class A coat even if it has not been officially awarded. Outfit Commanders and Major/Minor Unit Commanders have the discretion to dictate their entire outfit or staff wear the Class A uniform.
- b. To standardize the picture, all cadets will wear medals instead of ribbons, including cadets wearing Midnights. All cadets will wear service covers. Commanders and seniors on staff will wear a Sam Browne belt and saber. Outfits will bring their guidon and any unit award flags they have earned. Major unit staffs are authorized to bring their Major Unit colors. Minor unit staffs may bring any flag awards they have earned.

2. PULL-OUT PICTURE GUIDANCE

- a. After the outfit or major/minor unit staff have taken outfit and class pictures, 'class pull out' pictures are authorized. Pull-Out pictures are meant to be good bull; however, cadets still represent Texas A&M University as the Keepers of the Spirit and Guardians of Tradition. Cadets will not violate the Cadet values. Violators of this guidance are subject to Corps and University conduct sanctions.
- b. Cadets will not remove pants, coats, or shirts to display clothing underneath.
- c. Props are allowed but must be authorized by the Outfit and Minor Unit Commander. No vulgar, obscene, or inappropriate objects will be brought to pull out pictures.
- d. Cadets may choose to pose differently for pull out pictures, but no cadets will pose in a compromising, suggestive, or inappropriate manner. Scenes of brutality or hazing are prohibited. Only current cadets assigned to the unit or staff will pose in the unit/staff and class pictures. Cadets on Leave of Absence (LOA) can appear in the unit and class photo if present. Outfit Commanders will remain present for all pull out pictures and are responsible for holding their subordinates accountable.

CHAPTER 22: DUTY COMPANY & GUARD ROOM OPERATIONS

1. GENERAL

The Guard Team is the official representative of the Corps Commander. It forms the central point of contact for the Corps of Cadets on weekdays from 1700 to 0800 the following day and on a 24-hour basis on weekends during the academic year. The Guard Team takes charge in emergency situations until a university authority arrives on the scene and assumes control. All members of the Guard Team will exercise their full authority to protect all property against damage or destruction. Guard Team Cadets will execute all directives and instructions issued by the Commandant, his representatives, and Corps Staff.

2. PURPOSE

The purpose of the Guard Team is to provide a central point of contact for those residing both on and off the Quadrangle by being a focal point for action should an incident deemed an emergency occur. In being the central point, the Guard Team will provide a written log of significant events, provide an after-hours escort service, conduct daily flag detail, various game day duties, and other support when needed by the Office of the Commandant.

3. GUARD TEAM MEMBERS

- a. Commandant's Duty Officer (CDO) – The Commandant's Duty Officer acts as the Commandant's representative during Guard Team duty times and will have a cell phone (979-229-5826) while on duty to provide oversight of Duty Company and Guard Room operations.
- b. Duty Company – The Duty Company is a Corps of Cadets Unit assigned to a 24-hour Guard Team shift. During their assigned shift, the appointed place of duty for individual Duty Company Cadets is the Cadet Guard Room.
- c. Corps Operations Officer (COO) – The Corps Operations Officer is the senior cadet on Corps Staff responsible for the coordination and conduct of the Cadet Guard Room.
- d. Staff Duty Officer (SDO) – The SDO is the Minor Unit Executive Officer of the Minor Unit staff of the Duty Company.
- e. Cadet Officer of the Day (COD) – The COD is a senior cadet from the Duty Company and is the Corps representative duty officer. The position is normally filled by the Executive Officer of the unit assigned Duty Company.
- f. Other members of the Guard Team include the Sergeant of the Guard (SOG), Corporal of the Guard (COG), and Private of the Guard (POG) from the Duty Company.
- g. Specific duties and further explanations of the Guard Team Members are in the Duty Company Standing Operating Procedures (SOP) located at cadets.tamu.edu.

4. GENERAL GUARD TEAM INFORMATION

- a. Duty Company members will wear the designated Uniform of the Day and their Campaign Cover during the 24-hour period their unit is assigned Duty Company.
- b. The Corps of Cadets Guard Room is in Spence, Dorm 1, room 119. The Guard Room is not a

place for loitering by cadets who are not on duty. The Guard Room will always be clean and orderly.

- c. Duty Company Cadets are not permitted to wear headphones/earbuds around their neck, or in their ears while on duty. Duty Company Cadets are not permitted to sleep while on duty in the Guard Room. Reading, studying, and homework are permitted.
- d. The Duty Company conducts flag detail during the school year. The University Police assume flag detail responsibilities during the summer months and University holidays/breaks.

5. DUTY COMPANY GENERAL ORDERS

- a. Duty Company General Orders provide a set of rules and guidelines for cadets to follow while on duty. Each cadet will acknowledge the Duty Company General Orders prior to assuming duty on the Guard Team by signing their name on the paperwork that will be turned in at the end of the assigned duty period.
- b. Duty Company General Orders are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.

6. GUARD ROOM MANNING

- a. Each day, a unit is assigned as Duty Company for 24 hours with the shift beginning at 1700-0800 during the week, and 0800-0800 on the weekends. Manning requirements for the Guard Team vary depending on the time, the day and the duties being performed.
- b. Full manning of the Guard Room is in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.

7. SPECIFIC DUTIES

- a. Guard Mount – Under the supervision of the CDO, the Duty Company will conduct a Guard Mount upon assumption of duty to ensure Duty Company cadets are present in the correct uniform and understand their duties.
- b. Flag Detail – The Guard Team raises and lowers the National Colors each day on campus on the Academic Plaza and at the Williams Administration Building. Additional Flags are raised and lowered in front of the Administration Building on Game Days and other special occasions on campus. Detailed instructions for Flag Detail are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.
- c. Corps Escort Duty – Upon request, the Duty Company dispatches cadets to escort students / staff / faculty to and from campus locations. Duty Company Cadets will always act professionally and respect those they are escorting. Detailed instructions for Corps Escort Duty are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.
- d. Trigon security – Every night / morning at 2100, 0000, and 0300 Guard Room cadets will check all exterior doors of the trigon to ensure they are closed and locked. If a door is found unsecured Guard Room cadets will call and inform the CDO.
- e. Game Day Activities – Duty on Football Game Days and other designated occasions requires the Guard Team to accomplish additional duties such as raise gameday flags on Corps Plaza. A designated member of Commandant's Staff will brief the COD on specific duties 48 hours in advance of game day. Detailed instructions for Game Day Activities are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.

8. INCIDENT REPORTING

- a. The COD is responsible for recording written reports of all incidents involving:
 - (1) Police, either University or civilian law enforcement personnel
 - (2) Significant disciplinary problems
 - (3) Injuries/Sickness
 - (4) Disturbances in dorms
 - (5) Thefts/Vandalism
 - (6) Problems with fire alarm system
 - (7) Violations of state law or Student/Corps rules and regulations
- b. The COD will notify the Commandant's Duty Officer (CDO) by phone of an incident as soon as possible. Detailed instructions for Incident Reporting are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.

9. LOG ENTRIES AND OTHER DUTIES

- a. The COD maintains two logs: the COD Checklist Log and an Escort Log. Both logs, plus any other items created during the duty shift, create the complete record of the duty shift and are filed together in the COD/Duty Logbook.
- b. Detailed instructions for Log Entries and Other Duties are in the Duty Company Standing Operating Procedures (SOP) on cadets.tamu.edu.

CHAPTER 23: PHYSICAL FITNESS POLICY

1. GENERAL

Physical fitness is a key aspect of overall wellness, along with proper nutrition, hydration, mental health, and rest. The Corps Physical Fitness Programs help promote a healthy lifestyle of nutrition, fitness, and mental/physical well-being while ensuring all cadets project a professional appearance in uniform. The Corps Physical Fitness program is designed to improve and maintain the overall level of physical fitness, including strength, endurance, and flexibility of every cadet and to ensure all cadets pass the required Corps Physical Fitness Test (PFT) and meet the weight/body fat percentage standards.

2. PHYSICAL FITNESS PLANNING

- a. Commanders will create and execute safe and effective physical fitness programs comprised of a mixture of aerobic and anaerobic exercises and team activities.
- b. Risk Assessment. Each commander must include risk management as a necessary step prior to conducting physical fitness activities. Commanders will modify or cancel the activity based on the seriousness of risk and probability of occurrence.
- c. The following off-limits locations apply to both Main and West Campus:
 - (1) University monuments
 - (2) Fountains, ponds, creeks, or other water features
 - (3) University parking garages, offices, and classroom buildings
 - (4) Locations where terrain features, vehicle or pedestrian traffic, ongoing construction, or poor lighting pose a hazard
 - (5) University golf course (except for running on the perimeter sidewalk)
 - (6) Crossing FM 2818 and Wellborn Rd on foot (under-road tunnels are authorized)
- d. Unit and Individual Physical Fitness Activities. Cadets and all Corps/Special Units (including ROTC Special Units) will adhere to the following when conducting physical fitness activities.
 - (1) Unit physical fitness activities are authorized only on the university campus, as defined:
 - (a) Area bounded by George Bush Drive, Texas Avenue, University Drive and Harvey Mitchell Parkway (FM 2818). All running within this area will be conducted on sidewalks or grassy areas. Units will only cross roads using a crosswalk and must obey traffic lights. Road guards are required.
 - (b) Campus property west of FM 2818. Activity is prohibited unless approved by the unit Operations Advisor or Special Unit advisor.
 - (2) Jodies. Units may sing jodies while running or marching; however, units will neither perform jodies nor make loud noises in the vicinity (150 meters) of non-cadet dormitories prior to 0800. All jodies must be in good taste. Jodies will not include profanity, ethnic or gender slurs, terms, themes, or connotations. Jodies will not include explicit or implicit sexual terms, themes, or connotations.

e. Safety

- (1) Cadets will wear reflective belts or vests while participating in individual or unit physical training off the Quad during periods of reduced visibility.
- (2) Cadets will carry water for personal use.
- (3) Leaders will carry cell phones during physical training to call for medical assistance, if necessary, and to contact other outfit members if the outfit is separated.
- (4) Cadets conducting training at facilities west of FM 2818 will only access training areas by vehicle.

f. Weather

- (1) Heat. Cadets will consider the heat category and flag status prior to conducting physical training and will adjust their activities appropriately. The current flag condition is posted on cadets.tamu.edu. It is a cadet responsibility to eat and to hydrate properly prior to engaging in physical activities. Forced hydration of cadets is not authorized and is considered hazing and could lead to serious medical issues, even death.
- (2) Inclement Weather. All outdoor activities will be cancelled in the event of lightning in the area or temperatures below 32°F accompanied by precipitation.

3. MEDICAL AND PHYSICAL LIMITATIONS / PFT EXCUSAL

- a. All cadets will participate in physical training activities to the extent possible and permitted by a medical professional. Temporarily injured or ailing cadets will exercise within the parameters of their medical constraints. Cadet leaders may release cadets from physical training for sickness, injury, or justified academic reasons.
- b. Cadets with permanent or long-term physical limitations will participate to the extent possible and permitted by a medical professional. Cadets needing physical therapy or rehabilitation will report to the ATR for evaluation and consultation. Cadets physically unable to participate in unit training activities will work with their cadet leadership and Operations Advisor to develop an alternative plan to remain an active and contributing member of the unit.
- c. Per Chapter 26 of *The Standard*, the Physical Fitness Test Excusal Form is located at the end of this chapter.

4. CORPS TRAINING FACILITIES

- a. The Obstacle Course and Leadership Reaction Course located near Easterwood Field at the intersection of George Bush Drive and Harvey Mitchell Parkway (FM 2818), are maintained by the Office of the Commandant. The courses are designed to develop leadership, physical fitness, agility, stamina, and confidence. Use of these facilities requires coordination and scheduling per the Cadet Training Standard Operating Procedure.
- b. The following guidelines apply for the safe and efficient use of the facilities:
 - (1) Safety is paramount. Serious personal injury is likely if inappropriate procedures are introduced or allowed. The courses will not be used for corrective physical training. Leadership by example is expected of all leaders who use the courses.
 - (2) Units must have at least a Military Advisor or Operations Advisor and an experienced junior or senior cadet to instruct and supervise the running of the courses. The Cadet

Supervisor must undergo a briefing by the Military Advisor or Operations Advisor and be specifically designated.

- (3) A safety vehicle (privately owned vehicle is acceptable) must be present at the course.
- (4) All cadets will bring adequate water for personal use. Unit leaders will provide sufficient water to replenish personal water supplies.
- (5) No alcoholic beverages or glass containers are permitted on the courses.
- (6) No vehicles (personal, state, military) are to be driven off road except in medical emergencies. Park only in the designated parking area so emergency vehicles can enter and exit.
- (7) Fighting holes and open fires are prohibited.
- (8) Destruction or altering of the course in any way is prohibited.
- (9) Units and groups of individuals using the courses will ensure positive communications (cell phone) to call for medical assistance if needed.

5. UNIVERSITY FACILITIES

Use of the following facilities requires coordination and scheduling per the semester Base Order

- a. Pools at the Student Recreation Center (REC)
- b. Kyle Field Ramps

PHYSICAL FITNESS TEST EXCUSAL FORM

Name: _____ Class: _____ Outfit: _____

Scheduled PFT date: _____

Indicate which components of the PFT you cannot complete:

- Push-ups
- Planks
- 1.5-mile run

Brief explanation: _____

(Must attach current physician/ATR documentation listing restrictions and inclusive dates)

Cadet Signature: _____ Date: _____

Unit Commander Notes

CO Signature: _____ Date: _____

Operations Advisor Notes

Exempted Components: Push-ups Planks 1.5-mile run

Is 2.5-mile walk test authorized? Yes No

Operations Advisor Signature: _____ Date: _____

CHAPTER 24: PHYSICAL FITNESS REMEDIATION

1. POLICY

Some cadets will not meet the standards for physical fitness and weight management. Commanders must ensure these cadets have the opportunity to develop and meet established standards.

- a. Major Units will establish and execute a remedial physical fitness and weight management plan that operates independent of individual unit activity plans. The plan will incorporate elements of proper nutrition and aerobic/anaerobic activities to help cadets improve their fitness level to meet Corps physical fitness standards.
- b. Major Units will contact the Student Health Center for cadets requiring a nutrition briefing.
- c. Major Units will conduct biweekly (every two weeks) Corps PFTs and Height/Weight checks for cadets participating in Remedial PT and Weight Management.

2. REMEDIAL PHYSICAL TRAINING

Cadets who do not meet physical fitness standards will be considered for Remedial PT by the unit commander and the Operations Advisor. Freshman cadets will not be considered for Remedial PT until their first semester in the Corps ends.

- a. Cadets assigned to Remedial PT will complete the following:
 - (1) Participate in all Remedial PT sessions conducted by the Major Unit.
 - (2) Complete biweekly (every two weeks) Corps PFTs and height/weight/body fat checks.
- b. Participating cadets will remain on Remedial PT until they pass two consecutive bi-weekly PFTs.

3. REMEDIAL WEIGHT MANAGEMENT

Cadets who do not meet weight/body fat standards at any time during the semester will be considered for Weight Management by the unit commander and the Operations Advisor. Freshman cadets will not be considered for Weight Management until their first semester in the Corps ends.

- a. Cadets assigned to Weight Management will complete the following:
 - (1) Attend a nutrition briefing conducted by the Student Health Center and coordinated through the Major Unit.
 - (2) Participate in the respective Major Unit's Remedial PT sessions.
 - (3) Complete biweekly (every two weeks) height/weight/body fat checks.
- b. Participating cadets will remain on Weight Management until they pass two consecutive bi-weekly height/weight checks.

4. PHYSICAL/MILITARY APPEARANCE

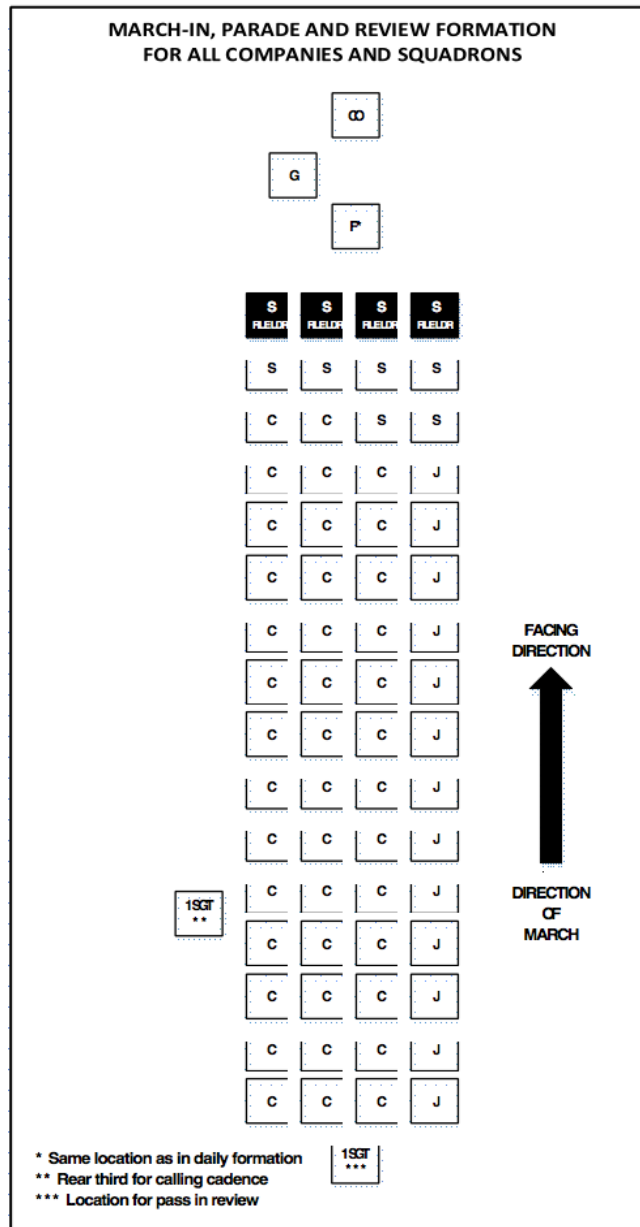
In some cases, a cadet may meet the physical fitness and weight/body fat standards but still display a poor appearance in uniform due to body composition.

- a. Unit commanders will identify to their respective Operations Advisor any cadets in their unit who may be candidates for the Physical/Military Appearance program. Commanders will conduct a Class B uniform inspection of the subject cadet in the presence of the Operations Advisor to determine if a uniform refit is required. If the uniform is determined to fit properly, the Operations Advisor will decide if assignment to the Physical/Military Appearance program is appropriate.
- b. The Operations Advisor, in consultation with medical and nutritional advisors, will formulate a plan to improve the cadet's appearance and weight to present a suitable appearance in uniform.
- c. The Operations Advisor will remove cadets from the Physical/Military Appearance program once the cadet presents a suitable physical/military appearance in the cadet uniform.
- d. Cadets formally assigned to the Physical/Military Appearance program who fail to improve their appearance during the span of a semester will be considered for dismissal from the Corps.

CHAPTER 25: MARCH-INS, PARADES, REVIEWS, AND CEREMONIES

1. GENERAL

Unit forms into a block for March-Ins, parades and reviews. The unit formation is modified to ensure standardization across the Corps.



- a. Unit 1SG can be positioned in the rear or at the rear two-thirds of the formation to effectively guide the platoon.
- b. Staffs form in column formation as previously illustrated.

2. MILITARY REVIEWS

- a. Order of March
 - (1) Major Units: Corps Staff, Band, D Co, 1st Brigade, 1st Regiment, 1st Wing, and Parsons Mounted Cavalry. The order of march may be changed by the Corps Commander and will be published via a Corps operations order.
 - (2) Minor Units: Alphanumeric order within the Brigade, Regiment, or Wing.
 - (3) Company, Squadron, and Battery: Alphanumeric order within the minor unit.
- b. Formation and Accountability
 - (1) The Corps units move into position and assume the position of Parade Rest (by unit). Corps Staff moves to the center of the drill field, facing the reviewing stand. The Corps Commander directs the Corps Adjutant to "Take Your Post." The Adjutant assumes his position behind Corps Staff.
 - (2) After the announcer speaks, the Corps Adjutant directs the Fighting Texas Aggie Band to "Sound Attention."
 - (a) MUC's face their units and call their units/staff to attention.
 - (b) Corps Adjutant directs the Corps to report their accountability.
 - (3) After receiving the reports, the Corps Adjutant resumes his position in front of the Corps Commander and reports "All Present." The Adjutant assumes his post in the staff.
- c. Honors to the Colors and Reviewing Officer
 - (1) The Reviewing Officer moves to the center of the reviewing area.
 - (2) The Corps Commander directs "Present Arms" for the playing of Ruffles and Flourishes and the National Anthem. MUC's face their units and call them to Present Arms. MUC's face the units and echo "PRESENT". The command of execution is made by the Corps Commander. After facing forward, they call their staffs to Present Arms.
 - (3) The Corps Commander directs "Order Arms" when the music is completed. MUC's face their units and echo "Order". After the Corps Commander announces "ARMS", MUC face forward and call their staff to "Order Arms".
- d. Cadet Oath (Final Review 2nd Pass)
 - (1) The Corps Commander will direct Commanders: "Officers, Return SABER."
 - (2) All cadets will raise their right hand, with arms parallel to the deck, and recite the Cadet Oath.
 - (3) The Corps Commander will direct Commanders as such: "Officers, Draw SABER."
- e. Officers Center. If applicable, the Corps Commander will direct Commanders with: "Officers, Center."
 - (1) Commanders and guidon bearers will execute a two-count facing movement towards the center of the formation on the command "CENTER."
 - (2) At the command of "MARCH", the above stated personnel march to the center of the formation and form opposing straight lines. Major Unit Commanders will assemble at the

front of the formation, followed by Minor Unit Commanders, and Unit Commanders assembled immediately behind their position. Guidon bearers will assemble immediately behind the Unit Commanders. Unit Commanders must angle slight forward of their assembly position to create space between their line and that of the guidon bearers.

- (3) Coinciding with the command of, "MARCH", the Corps Commander will center six paces in front of the Major Unit Commanders line and execute an About Face. Corps Staff and the two center-most Major Units will execute outboard facing movements and allow the Commanders and Guidon Bearers to march forward toward the Reviewing Officer.
- (4) Once all officers and bearers are in place, the Corps Commander commands, "Forward MARCH". At the designated spot, approximate 12 spaces from the Reviewing Officer, the Corps Commander will direct: "Officers, HALT." Immediately after executing a halt, Commanding Officers will execute a two-count Present Arms. Guidon Bearers will execute a Present Arms.
- (5) Once the Reviewing Officer returns the salute, the Corps Commander orders: "Ready TWO" whereupon the detail executes Order Arms. The Corps Commanders follows this action with "POST." All Commanders and Guidon Bearers execute an About Face.
- (6) The Corps Commander orders: "MARCH", at which all Commanders and Guidon Bearers return to their initial opposing line formations. The Corps Commander orders: "Officers, HALT."
- (7) At the command of "POST", Commanders and Guidon Bearers will execute an outboard facing movement. At the command of "MARCH", Commanders and Guidon Bearers will return to their ranks to the beat of the drums, at four-count intervals.
- (8) The Corps Commander will return directly to his/her position. Staffs will return to their positions and face the Reviewing Officer.

f. Pass in Review

- (1) The Corps Commander will salute the Reviewing Officer and request permission to Pass in Review.
- (2) At the Reviewing Officer's approval, the Corps Commander directs the Corps to "Pass in Review."
- (3) Units will march along the perimeter of the Drill Field.

3. MARCH-INS

The March-In is a long-standing Aggie ceremony that serves as a visual representation of the support Aggies have for their team as members of the 12th Man, a tribute to the University's earliest days of military tradition, and a tradition rooted in pure motivation to "beat the hell outta" the visiting football team. March-Ins occur before kick-off on home and Corps trip football gamedays.

a. Assembly and Accountability

- (1) Units will assemble on the Quadrangle/ Corps Plaza, as found in the OPORD published on cadets.tamu.edu.
- (2) CSM's will assemble accountability for their MUC and CCSM and report up the Chain of

Command.

b. Execution

- (1) The Aggie Band followed by Corps Staff and Delta Company lead the march off the quad. The Order of March changes to reflect the ROTC affiliation of the Reviewing Officer for the march-In and will be announced in the March-In OPORD.
- (2) For most home games, the Corps will march around campus.

4. EXCEPTIONS TO SERVICE DRILL

- a. As previously mentioned, commanders will use instructions in their ROTC service drill manual for most drill movements. Exceptions include the previously discussed daily formations, military reviews, and March-Ins. Additional exceptions include saber drill and guidon drill (discussed in subsequent chapters) and the execution of turning movements while marching.
- b. Column movements: All units except the Band will execute column movements as opposed to turning movements to change direction.
 - (1) The commander gives the preparatory command (Column Right or Column Left as appropriate) over the right shoulder as the foot corresponding to the desired new direction of march strikes the ground. If the unit is marching in a Corps "block" formation (company/squadron/battery mass at normal interval between ranks and files), no supplementary commands are issued by platoon or flight leaders. The commander gives the command of execution MARCH the next time the same foot strikes the ground after the supplementary commands have been given.
 - (2) The commander and guidon bearer execute their turn movement on the command of execution and not before.
 - (3) As each rank executes the column movement, those on the inside of the turn will pick up the half step as they come on line with those in their rank until the outer most person comes on line. When the rank has completed coming on line in the new direction of march, all those in the rank will step off in quick time (full 30-inch step at standard cadence) together without command. Each succeeding rank does likewise. There is no command of Forward, MARCH after a column movement.

5. ECHO TAPS

- a. Echo Taps is a solemn ceremony held on the Corps Quadrangle on national tragedies or in memory of a student who was a cadet at the time of his or her death. It is scheduled by the Corps Commander and approved by the Commandant. Echo Taps will not be scheduled on the same day as Silver Taps. Standing Echo Taps occasions are:
 - (1) January 28 (1986): Space Shuttle Challenger tragedy
 - (2) September 11 (2001): 9/11 attacks on the U.S.
 - (3) 7 December (1941): Bombing of Pearl Harbor
- b. When Echo Taps is scheduled, the Corps Commander may direct the following with proper coordination:
 - (1) Early Evening Study Time (1800-2130)
 - (2) Free-Flow Evening Chow

c. Sequence of Events:

- (1) 2150: Cadets will silently fall-out of the dorms and assume their assigned positions in formation. After falling in and achieving proper cover and alignment, cadets will assume the position of PARADE REST. If the cadet(s) being honored is/are from a single outfit, that outfit may form up, facing south, in a place of honor near the Danger 79er statue at the north end of the Quadrangle.
- (2) 2200: The Bugler will begin Echo Taps. Cadets in formation will silently assume the position of ATTENTION and render a HAND SALUTE.
- (3) Buglers Conclude ECHO TAPS: All cadets will silently conduct ORDER ARMS, pause a moment, and DISMISS themselves from the formation. Cadets will return to the dorms to resume normal activities.

d. Tasks

- (1) The Corps Operations Officer will publish an operations order for the execution of Echo Taps.
- (2) The Combined Band Commander will post two buglers on the Quadrangle:
 - (a) The Bugler will position himself at the bugle stand at the south end of the Quadrangle, near Duncan Dining Center.
 - (b) The Echo Bugler will position himself at the arches on the north end of the Quadrangle.

CHAPTER 26: SABER DRILL

1. AUTHORIZATION FOR USE OF THE SABER

- a. The cadet officer's saber is authorized for use by all cadet commanders and all cadet staff officers at parades, reviews, and other ceremonies.
- b. A cadet is considered under arms when armed with the saber. Although the saber is a ceremonial weapon, the saber will be treated with highest respect and be carried only in the prescribed manner.
- c. Uniform regulations prescribe the appropriate uniforms for wear when armed with a saber. However, for instructional purposes, the Corps Commander may authorize the wear of sabers while in Class C's or PT gear during rehearsals and when conducting drill and ceremonies training.

2. DRILL WITH THE SABER

Drill movements with the saber are made with a fluid, deliberate motion. Trying to "snap" or "whip" the saber will usually result in the execution of the movement seeming to be awkward or ragged. Cadet Officers execute the saber manual in the same manner with the following exceptions:

- a. The officer's scabbard is rotated to draw or return saber. The Cadet officer's scabbard is worn with the convex edge to the rear except when rotated 180-degrees to draw or return saber.



Front View



Left



Properly Worn

- b. Cadet Staff Officers draw and return when the staff commander executes the movement and, unless directed otherwise, execute all other movements on the commander's separate commands to the staff. Except when directed, unit commanders execute all movements of

saber manual on the major unit commander's command to the major unit.

- c. When marching with saber at the carry, the right arm should swing 6 inches to the front and 3 inches to the rear. The exception to this is during eyes right while on the march, the right arm is held straight at the side. Cadets will hold the scabbard with the left hand while marching, thumb along the trouser.
- d. When not in formation, keep the saber in its scabbard. Salute by executing a hand salute.

3. CARRY SABER

Officers assume the position of Carry Saber when:

- a. Giving commands.
- b. Changing position in formation at quick time.
- c. Addressing or being addressed by a senior (except when saluting).
- d. The preparatory command for any quick time marching movement.
- e. Marching at quick time.
- f. Any manual of arms movement has been ordered except parade rest, at ease, rest, present arms, or eyes right (left). (Organization staffs excluded).
- g. In formation with personnel to your front at normal distance or less. (Organization staffs excluded), remain at carry saber except during rest or at ease.

4. PRESENT SABER

Officers assume the position of Present Saber when:

- a. Saluting with the saber.
- b. The unit is presented to the colors or any person, or when the "National Anthem," "Ruffles and Flourishes," "To the Color," "Retreat," "Hail to the Chief," memorial "Taps" or other musical honors to flag and general officers is played.
- c. Executing eyes right while marching past a reviewing officer or stand. If in the interior or rear of a formation, remain at carry saber.

5. DRAW SABER

- a. The command is "**Draw, SABER.**"
- b. On the Preparatory Command "**Draw**", Officers turn the scabbard clockwise 180 degrees to the rear to form an angle of 45 degrees with the deck. At the same time, reach across the body and grasp the saber grip with the right hand. Draw the saber approximately 10 inches from the scabbard until the right wrist and forearm are straight and parallel to the deck. The left hand holds the scabbard against the side.
- c. On The Command of Execution "**SABER**":
 - (1) Draw the saber smartly, raising the right arm to its full extent, directly to the front at an angle of about 45 degrees, the saber in a straight line with the arm, true edge down; drop the left hand to the side.
 - (2) Pause for one count.

- (3) Bring the false edge of the blade against the shoulder seam, blade vertical, back of the grip to the rear, and the arm nearly extended. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt as if holding a pen or pencil. Turn the scabbard back to the original position. This is the position of carry saber.



Front View "Draw"



Side View "Draw"



Side View "Saber"

6. PRESENT ARMS FROM CARRY OR ORDER

- a. The command is "**Present, SABER (ARMS).**" It may be given only when halted at order or carry saber. It is executed in two counts.
- b. On "**Present,**" raise the right hand to the level of and 6 inches in front of the neck. Keep the thumb on the left side of the grip, wrist slightly bent, and inner forearm against the body. The blade should incline forward at a 30-degree angle from vertical.

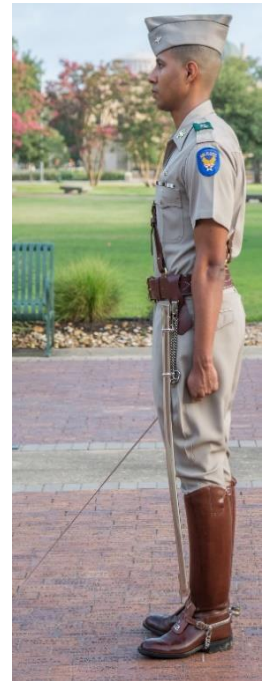
- c. On "**SABER (ARMS)**," bring the point down smartly, without whipping, to a position 3 inches above the deck and slightly right of the right foot. Straighten the arm so the knuckle bow is against the trouser seam. The blade is inclined down and to the front with the true edge to the left. The thumb remains on the left side of the grip.
- d. When at carry or order saber and it becomes necessary to salute without command, execute present saber. After the salute has been returned, go to order saber (then to carry saber if walking).



On Command "**Present**"



On Command "**ARMS**"



7. ORDER SABER FROM PRESENT SABER

The command is "**Order, (ARMS)**." It is executed in one count. On "**SABER (ARMS)**," turn the true edge down. In this position, the right arm hangs naturally with the thumb along the trouser seam. The blade slants down to the front with the point 3 inches from the deck.



Present Saber



Order Saber

8. CARRY SABER FROM ORDER SABER OR PRESENT SABER

- a. The command is "**Carry, SABER**" it may be given only when halted at order saber or present saber.
- b. When at order saber and the command "**Carry, SABER**" is given. On the command of execution "**SABER**," bring the false edge of the blade against the shoulder seam, blade vertical, back of the grip to the rear, and the arm nearly extended. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt. This is the position of carry saber.
- c. When at present saber and the command of "**Carry, SABER**" is given.
 - (1) On the preparatory command of "**Carry**," turn the true edge down. In this position, the right arm hangs naturally with the thumb along the trouser seam. The blade slants down to the front with the point 3 inches from the deck.
 - (2) On the command of execution "**SABER**," bring the false edge of the blade against the shoulder seam, blade vertical, back of the grip to the rear, and the arm nearly extended. The right thumb and forefinger embrace the lower part of the grip, with the thumb against the trouser seam, and the remaining fingers joined in a natural curl behind the end of the hilt. This is the position of carry saber.

9. EYES RIGHT FROM CARRY OR ORDER SABER

- a. The command is "**Eyes, RIGHT.**" It may be given when halted at order saber or when marching at carry saber. It is executed in two counts. Below describes the execution when marching.
- b. The preparatory command "**Eyes**" is given as the right foot strikes the deck.

- c. As the left foot strikes the deck raise the right hand to the level of and 6 inches in front of the neck. Keep the thumb on the left side of the grip, wrist slightly bent, and inner forearm against the body. The blade should incline forward at a 30-degree angle from vertical. This movement is the same as that made on the preparatory command of "Present." The left arm continues to swing naturally.
- d. The command of execution "**RIGHT**" is given as the right foot strikes the deck.
- e. As the left foot strikes the deck bring the point down smartly, without whipping, to a position 3 inches above the deck and slightly right of the right foot. Straighten the arm so the knuckle bow is against the trouser seam. The blade is slanted down and to the front, with the true edge to the left. The thumb remains on the left side of the grip. At the same time, turn the head and eyes 45 degrees to the right. If in extreme right file, continue looking straight ahead. The right arm does not swing.

10. CARRY SABER FROM EYES RIGHT

- a. The command is "**Ready, FRONT.**" Execution is begun on the preparatory command.
- b. The preparatory command "**Ready**" is given as the left foot strikes the deck.
- c. As the right foot strikes the deck turn the true edge of the saber down.
- d. The command of execution "**FRONT**" is given as the left foot strikes the deck.
- e. As the right foot strikes the deck raise the saber to carry. At the same time, turn the head and eyes to the front.

11. PARADE REST FROM ORDER SABER

- a. The command is "**Parade, REST.**" This command is normally given from order saber, in which case it is executed in one count.
- b. If given when at carry saber, go to order saber on the command of "**Parade.**"
- c. On "**REST,**" move the left foot smartly 12 inches to the left. At the same time, lower the point of the saber to the deck and release the scabbard, place the left hand behind you, just below the belt.



Front View



Side View

12. ORDER SABER FROM PARADE REST

- a. The command is "**Company, ATTENTION.**" It is executed in one count.
- b. On "**ATTENTION,**" bring the left heel smartly against the right and the left-hand back to the side. Raise the blade so the point is 3 inches from the deck. Resume the left-hand grasp of the scabbard.

13. AT EASE

- a. The command is "**AT EASE.**"
- b. On "**AT EASE,**" go to order saber if not already at that position. Move the left foot 12 inches to the left and lower the point of the saber to the deck. Rest the weight equally on both feet with the legs straight. At the same time, place the left hand behind you. Keep the fingers straight and joined, the palm flat and facing rear. You may relax and, except for your right foot and saber point, move about. Do not talk.



14. ATTENTION

- a. The command is "**Platoon (Company or Detail), ATTENTION.**" Execution is begun on the preparatory command.
- b. On "**Platoon (Company or Detail)**" go to parade rest.
- c. On "**ATTENTION,**" bring the left heel smartly against the right and the left-hand to the side. Raise the blade so the point is 3 inches from the deck. Resume left hand grasp of scabbard.

15. RETURN SABER FROM CARRY OR ORDER SABER

- a. The command is "**Return, SABER.**" Execution is begun on the preparatory command.
- b. On the preparatory command "**Return.**"
 - (1) Officers raise the right hand and saber to a position 6 inches in front of the neck, as in the first count of present saber.
 - (2) At the same time, turn the scabbard clockwise 180 degrees to the rear. The scabbard should form a 45-degree angle with the deck.
 - (3) Lower the saber point to a position just above the opening of the scabbard. Look down at the opening. Guide the point into the opening with the left thumb and forefinger until the right wrist and forearm is parallel to the deck.
 - (4) At the same time, raise the head back to attention. The left hand holds the scabbard against the side.
 - (5) On the command of execution "**SABER,**" push smartly down on saber and release the hand grip so it will slide all the way into the scabbard. Then bring the right hand smartly back

to the right side. Return scabbard to the normal position.



Raise Saber



Insert Saber into Scabbard



Final Position on Command "Return"

CHAPTER 27: GUIDON DRILL

1. GENERAL

- a. The guidon is a company, squadron, or battery identification flag. It is carried on an 8-foot wood staff that is a natural wood color for unit formation, ceremonies, and at other times prescribed by the commander. Additionally, the device on top of the guidon staff will only consist of the standard silver spade.
- b. In selecting a guidon bearer, the company commander should choose an individual who is outstanding in bearing, appearance, and ability.
- c. The guidon is brought to present guidon, parade rest, and order guidon upon orders to the unit by the commander.
- d. When at order guidon, bring the guidon to carry on the preparatory command for any facing or marching movement.
- e. The two grasps of the guidon are identified as the "V" grip and the strong grip.
 - (1) The "V" grip is used at the order and when executing "Present Guidon" and during "Eyes Right" and "Officers Center." The staff is placed in the "V" formed by the thumb and fingers of the right hand. Thumb along the trouser seam with the fingers extended and joined.
 - (2) The strong grip is used while on the march and for facing movements. The strong grip is formed when the thumb is wrapped around the front of the staff with the fingers wrapped to the rear.



"V" Grip



Strong Grip

2. ORDER GUIDON

At order guidon, the ferrule (bottom of staff) rests on the deck touching the outside edge of the right shoe close to the little toe. The staff is grasped in the "V" grip with the right elbow close to the side so that the forearm helps to support the staff. The upper staff rests in the hollow of the right shoulder. The staff is vertical with the flat side of the spearhead facing front. The rest of the body is at attention.

3. CARRY GUIDON

This is the normal position of the guidon while marching at quick time. It is carried using the strong grip with the ferrule 6 inches above the deck and the flat side of the spearhead facing front.

4. DOUBLE TIME WITH THE GUIDON

For marching at double time, on the preparatory command, bring the staff across the body with the spearhead to the left. The right hand grasps the same spot as at carry. The right forearm is level with the deck and the elbow against the body. Grip the staff with the left hand in front of the point where the neck and left shoulder join. The flat side of the spearhead should face front.

5. CARRY GUIDON FROM ORDER GUIDON

This movement is executed on the preparatory command for any movement that will require the guidon bearer's feet to be moved. Execution is begun on a preparatory command such as "FORWARD, ..." "ABOUT, ..." etc.

- a. On the preparatory command, reach across the body and grasp the staff with the left hand 2 inches above the right.
- b. Change the grasp to the strong grip, while raising the staff with the left hand until the ferrule is 6 inches above the deck. Hold the staff vertical with the right hand.
- c. Move the left hand smartly back to the side.



Order Guidon

Carry Guidon 6" off deck

6. PRESENT GUIDON FROM ORDER OR CARRY GUIDON

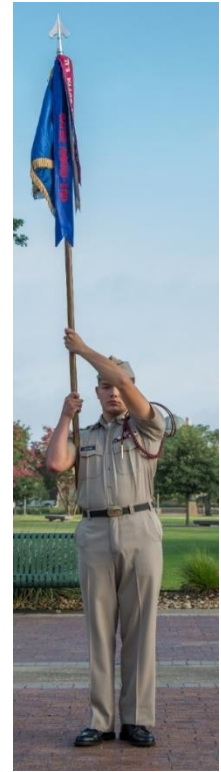
- a. On the preparatory command, **"Present"**, raise the guidon vertically, by grasping the staff with the right hand. Keep raising the guidon until the right hand is on line with the right shoulder. Hold the guidon in this position until the command of execution is given.
- b. On the command of execution, **"ARMS"**, lower the guidon to the front using the right hand, keeping the left hand in the same position as Raised Guidon until the guidon is in the horizontal position resting under the arm pit. As soon as the staff is horizontal, return the left hand sharply to the left side. Guidon bearer will be granted one opportunity to smartly fix guidon field with a flip of the stick.



Step 1



Step 2



Step 3

7. ORDER GUIDON FROM PRESENT GUIDON



Step 4 - Front View



Step 4 - Side View

On the command "**Order**", regrasp the staff with the left hand at its original position and execute Raised Guidon. On the command of execution, "**ARMS**", lower the guidon back to the carry or order position.



Step 1



Step 2



Step 3



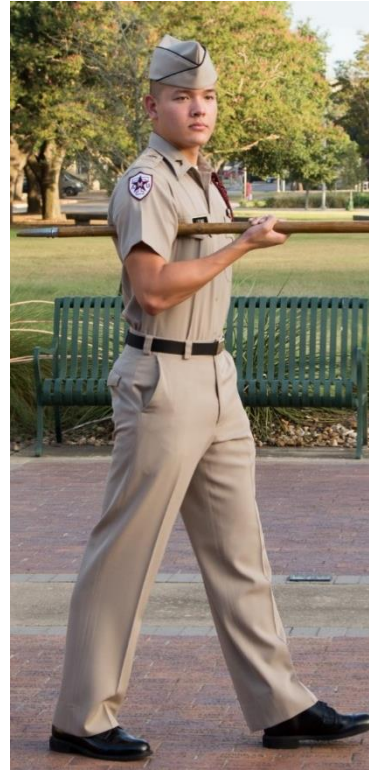
Step 4

8. EYES RIGHT WITH GUIDON

- a. On the preparatory command, "**Eyes,**" raise the guidon vertically, by grasping the staff with the right hand. Keep raising the guidon until the right hand is on line with the right shoulder. Hold the guidon in this position until the command of execution is given.
- b. On the command of execution, "**RIGHT,**" lower the guidon to the front using the right hand, keeping the left hand in the same position as Raised Guidon until the guidon is in the horizontal position resting under the arm pit. As soon as the staff is horizontal, return the left hand sharply to the left side and swing naturally when marching.
- c. On the command "**Ready,**" regrasp the staff with the left hand at its original position and execute Raised Guidon. On the command of execution, "**FRONT,**" lower the guidon back to the carry or order position.



Step 1. Side View



Step 2. Side View

9. GUIDON SALUTE FROM CARRY OR ORDER GUIDON

- a. The command is "**Guidon (Rifle), SALUTE.**"
- b. This movement may be executed on command, when in formation, or individually if the guidon bearer is in route to or from a formation. It is executed in two counts.
- c. On "**SALUTE,**" move the left hand, palm down, smartly to a position above the right hand with the left arm parallel to the deck. Keep the thumb and fingers straight and together. Touch the staff with the first joint of the forefinger.
- d. Turn the head and eyes toward the person being saluted. After the salute is returned, or the command "**Order (Ready), ARMS (TWO)**" is given move the left hand smartly back to the left side and look to the front.



Guidon Salute.
Forearm and palm
parallel to deck

10. PARADE REST FROM ORDER GUIDON

- a. The command is "**Parade, REST.**" It is executed in one count. It may be given only when halted at attention.
- b. On the command of execution "**REST,**" slide the right hand up the staff to shoulder height. The staff remains in place and vertical. Without loss of motion, straighten the right arm so the staff of the guidon tilts forward at 30 degrees.
- c. The fingers and thumb of the right hand are wrapped around the staff. The ferrule remains in the same position as at order guidon. The flat side of the spearhead remains facing front.
- d. Place the left hand behind the back, just below the belt. Keep the fingers straight and touching. The palm is flat and facing the rear. At the same time, move the left foot smartly 12 inches to the left of the right foot.



Step 1



Step 2

11. ORDER GUIDON FROM PARADE REST

From PARADE REST, the command is "**Platoon, Company etc., ATTENTION.**" At the command "**ATTENTION,**" go smartly to ORDER GUIDON.



Step 1



Step 2

CHAPTER 28: MARCHING GRADE/INSPECTION CRITERIA

1. GRADING CATEGORIES

- a. The following commands, movements, and criteria will be graded whenever deemed appropriate by the Corps Commander and Commandant. The score for each graded event is weighted and combined with other graded events to determine annual award rankings. Results of each graded event will be published and distributed following the graded event.

Grade Category	Total Points	
	Units	Band
Arm Swing and Step	20	25
Military Appearance	20	25
Distance and Alignment	20	25
General Appearance	20	25
Eyes Right, Saber and Guidon	5	N/A
Eyes Right, Unit	5	N/A
Ready Front, Saber and Guidon	5	N/A
Ready Front, Unit	5	N/A

Note: An unexcused absence from a graded event will reduce the graded points awarded by one point for each cadet not excused.

2. CRITERIA FOR GRADED ITEMS

- a. Arm Swing and Step (each individual cut is one point of the possible total points):
- (1) The swing of the arms will measure 6 inches to the front (measured from the rear of the hand to the front of the thigh) and 3 inches to the rear (measured from the front of the hand to the back of the thigh). Arm swing is the same with the saber.
 - (2) Arm swing is natural without locked elbows or clenched fists. Arm swing and step are synchronized as in normal walking.
 - (3) Step: 30 inches, measured heel to heel. No "high stepping." Unit is in step. Marching is at the position of attention.
- b. Military Appearance (each individual cut is one point of the possible total points):
- (1) The prescribed uniform should be neat, clean, and properly fitted.
 - (2) Proper name tags are worn.
 - (3) Shoe and boot condition and shine, and haircut/style conform to Corps standards.
 - (4) Discipline within the ranks is evaluated both while marching and at the halt. Movement, talking, and improper position of attention, parade rest, and present arms are cuts.

- (5) Sunglasses or other tinted glasses are unauthorized during graded events or in other unit formations. Exceptions will only be made based on written request of a medical authority. Commanders of cadets who are required by medical authority to wear tinted glasses while outdoors will submit a list of those cadets to the Operations Director. Unauthorized tinted glasses are a "pull out."
- (6) "Pull outs" are closely observed. A "pull out" is an automatic deduction of half the total points possible.
- c. Distance (from last cadets in preceding marching element). Each yard deviation from that prescribed will result in the loss of one point of the total possible points.
 - (1) Unit: The Unit Commander will be twelve (12) paces from the last cadet/cadets of the preceding marching element for Reviews/Corps Trips and six (6) paces for March-Ins.
 - (2) Band: The head drum major will be twelve paces from the Corps Color Guard.
 - (3) Staff: The Commander will be twelve paces from the last cadet(s) of the preceding marching element.
 - (4) Color Guard: The Color Guard will maintain six paces between the last cadet(s) of the preceding staff element.
- d. Alignment
 - (1) Alignment: Each rank or file (unit) or individual (staff or color guard) not correctly aligned will result in the loss of .5 point (unit) or 1.5 points (staff and color guards) of the 10 possible points. Commander, Guidon, and First Sergeant mis-alignment results in the loss of one point each. Each rank or file not properly aligned in the Band will result in the loss of .25 points of the 12.5 possible points.
 - (2) Unit Alignment: Interval is normal (30 inches) between ranks and files at all graded events. The Commander is centered on the rear of the preceding unit. The first rank stays centered on and six paces to the rear of the Commander. The Guidon is one pace to the rear and one pace to the left of the Commander. The First Sergeant is two paces to the rear and centered on the last rank of the unit.
 - (3) Band Alignment: Extended interval (60 inches) between ranks and files.
 - (4) Staff Alignment: The Commander is centered on the rear of the preceding marching element. The first rank stays centered on and two paces to the rear of the Commander. The interval will be normal (30 inches) between staff ranks and files.
 - (5) Color Guard Alignment: Interval is normal (30 inches).
- e. General Appearance (each cut is one point of the possible 20 or 25 points):
 - (1) Sizing: Units (other than the Band) are sized in one block (junior, sophomore, and freshman separate class sizing NOT authorized) with the tallest cadets to the right and front. Exceptions are the Right Guide and First Sergeant. Units may have an all upper-class right file, and they must be sized from tallest to shortest. Seniors must be sized within the "boot" rank(s). If seniors are also on the second row, that row should be all white belts and not part of the block sizing.

- (2) Files: Corps units march in four files (four-person front). Exception to the four-file rule for units is as follows: when the situation allows for greater room to march and the unit present for duty strength results in the number of ranks being greater than ten, units may expand to a five or six-person front.
 - (3) Conduct: Cadet behavior is closely evaluated both while marching and at the halt from the assembly area to the dismissal area. Normally the unit is at attention or parade rest (a modified position of attention) at a halt. As such, no moving, talking, looking around, laughing, chewing, or other actions in violation of the requirements of these positions are permitted. This standard is applied equally to all classes. For extended halts, other than on the final line of a review, the commander may command the unit to a rest position (at ease or rest). Such a command will apply to all members of the unit. While both rest positions allow movement except for the right foot, only rest allows talking (in a quiet manner).
 - (4) Snake Effect or Weaving: Units are graded on their dress, or alignment with the person to the side, while marching.
 - (5) Bouncing: Units are graded on the number of cadets bouncing, caused by being out of step and causing the body to move out of unison with the other cadets.
 - (6) A "pull out" is an automatic deduction of half the total points possible.
- f. Eyes Right, Saber and Guidon (each cut is one point of the five possible):
- (1) Command voice will be judged for content, volume, distinctness, pronunciation, inflection, and timing. The preparatory command EYES and command of execution RIGHT are both given as the right foot strikes the ground. The command of execution is given when the commander is parallel to the marker (which is placed six paces before the reviewing stand). The command is properly timed if the commander is within plus or minus one pace of the marker when the command is delivered. Each pace outside this tolerance is a cut. No preparatory unit size command is given (such as Company, Squadron, Staff).
- g. Eyes Right Unit (each cut is one point of the five possible):
- (1) When the left foot strikes the ground immediately following the command of execution RIGHT, all cadets except for the right file, sharply execute EYES RIGHT (head and eyes held at 45 degrees to the right, shoulders parallel to the front rank).
 - (2) When the left foot strikes the ground immediately following the command of execution RIGHT, all unit cadet officers also execute the hand salute. All cadet officers on a staff likewise execute present saber in unison with the commander. No cadet non-commissioned officers (including those on a staff) execute a salute unless acting as the commander in the absence of all cadet unit or staff officers.
- h. Ready Front, Saber, and Guidon (each cut is one point of the five possible):
- (1) Command voice will be judged for correct content, volume, distinctness, pronunciation, inflection, and timing. The preparatory command READY and command of execution FRONT are both given as the left foot strikes the ground. The commander gives the preparatory command two paces before the last rank or cadet of the unit or staff passes the marker (which is placed six paces beyond the reviewing stand). The command of execution is given the next time the left foot strikes the ground when the last rank or cadet

of the unit or staff is parallel to the marker. The command is properly timed if the last rank or cadet of the unit is within plus or minus one pace of the marker when the command is delivered. Each pace outside this tolerance is a cut.

- i. Ready Front, Unit (each cut is one point of the five possible):
 - (1) When the right foot strikes the ground immediately following the command of execution, FRONT, all cadets (except for the right file) sharply execute ready front (head and eyes turned sharply to the front).
 - (2) When the right foot strikes the ground immediately following the command of execution, FRONT, all unit cadet officers also execute order arms. All cadet officers on a staff likewise execute carry saber.
- j. Discipline, conduct, and "pull outs":
 - (1) Use of tobacco or gum in formation; silent commands of execution; talking in ranks, looking around or laughing; improperly worn uniform, extreme hair length; dirty or scuffed foot gear or dirty and/or wrinkled uniforms; etc., are indicative of poor leadership, training, and discipline within units and present an unfavorable public image of the Corps of Cadets. Evaluators noting any of the above, regardless of grading area responsibility, will mark that unit accordingly and these observations will be provided to the evaluators of military and general appearance. Each such cut will result in the loss of one point in the areas of military or general appearance.
 - (2) "Pull outs" (such as improper name tags, improper head gear, rank insignia or brass; unauthorized cords, awards, patches or other unauthorized modifications to the prescribed uniform or guidon; or conduct considered so unbecoming as to reflect discredit upon the Corps and A&M) will be an automatic deduction of half the possible points in the area of evaluation in addition to any other point loss assessed. Conduct or appearance of such a discreditable nature to cause the Corps or A&M to suffer humiliation or public embarrassment, may be subject to disciplinary sanctions.
- k. Participation and Absence Exemptions:
 - (1) Corps formations, activities and graded marching events are mandatory for all cadets. Accepting membership in the Corps of Cadets carries with it the privilege and obligation to represent one's unit, the Corps and Texas A&M University as part of the largest uniformed student body at a state college or university and as the embodiment of the traditions of selfless service and dedication for which Aggies are widely known. Unless there is a compelling reason for a cadet to be absent, he or she is expected to attend all scheduled Corps events. This obligation is even more important for upper class cadets who must set the example for under class cadets.
 - (2) There are situations that preclude a cadet from attendance at a Corps event. To obtain an exemption from being considered absent without permission, the following procedures must be strictly followed. At graded events, failure to do so results in the unit losing points in its marching score as described above.
 - (3) A cadet requesting an excused absence from a Corps event must submit a request through the chain of command to the Major Unit Commander stating the reason for the absence. Staff members submit their request to the commander of their staff. This

request must be done a minimum of five class days prior to the event. In cases of emergency situations or unforeseeable circumstances, late requests may be considered.

- (4) Commanders will ensure accountability is reported via the format established by Corps Staff. The Corps Adjutant will provide accountability reports to Assistant Commandant for Operations and Training the first workday following the subject March-In.
- (5) Any unit which permits an unauthorized person to march with their formation will receive zero points for the event and the commander may be subject to further sanctions.

SECTION 3: STRATEGIC SUPPORT & ENGAGEMENT

CHAPTER 29: COMMANDER'S RECRUITING PROGRAM

1. PURPOSE

The purpose of the Corps Recruiting program is to organize, coordinate, and direct all cadets in a systematic and personalized effort that ensures all future cadets are informed and encouraged to apply to Texas A&M University and to join the Corps of Cadets.

2. RECRUITING PRINCIPLES

- a. Systematic Approach. Each year the Corps Recruiting office collects thousands of high school student names and contact information. This information is entered into Texas A&M's database. Cadets are also encouraged to recruit from their hometown and high schools, and at other recruiting events or projects as authorized by the Corps Recruiting Director. These future cadets and their parents are contacted through direct mailings, emails, texts, phone calls, and social media. If a future leader expresses an ROTC preference, they will be assigned to a Corps outfit aligned with that ROTC. Once assigned to a unit as a Will Join, future leaders become the responsibility of the outfit to maintain contact, answer questions, and develop a connection and community with the Corps of Cadets. Commanders and recruiting chains will develop a contact plan designed to accomplish this task.
- b. Personalized Outfit Effort. Cadets will take a personal interest in each of their future leaders assigned and encourage them to sign up for a Corps of Cadets visitation program. Commanders and other key leaders should personally visit with each prospect their outfit hosts for any of the overnight recruiting programs. Units are encouraged to correspond with their prospects via mail, e-mail, social networking sites, telephone calls, and texts.
- c. Keys to Recruiting Success
 - (1) Recruiting Officers, or designee, will access the Corps Recruiting Officers Portal and Pull the Junior and Senior prospect list a minimum of every 7 days. Verify the students current Outfit of interest, Corps Interest Level, contact information, and contact options. Pay attention to newly acquired Future Leaders and the removal of Future Leaders from the lists.
 - (2) Collaborate with your PR chains. Outfits who create and maintain an active outfit website, Facebook, Instagram, and/or YouTube accounts are more successful when communicating with future leaders. Highlighted cadets or events influence a future leader's decision to join the Corps and participate in recruiting programs or events.
 - (3) Encourage cadets to be actively involved in the Corps Recruiting at the outfit level or join Darling Recruiting Company. Know what recruiting activities are planned, participate to the maximum extent possible, and log all recruiting points online.
 - (4) Make and maintain contact with your future leaders, every 30 days, to guide them in completing their TAMU admissions application early in the admission cycle (1 August – 1 December), to complete the scholarship application to be eligible for Corps of Cadets Scholarships, and/or to attend a Corps Recruiting program. Outfit contact sequencing is as follows:

- (a) Primary contact on the first week will be made via email.
 - (b) Secondary contact the following week will be made via phone until answered or a voicemail is left, then leave a follow-up text message.
 - (c) Once a relationship has been established, text messages are the preferred form of communication, unless future leaders opt out of text messaging.
 - (d) Contact with your future leader will repeat monthly.
 - (e) Interactions must be logged in Slate by the recruiting officer.
- (5) Cadets will maintain contact with the Future Leaders up until 1 May each year for all future leaders. Commanders will be provided contact lists for fall onboarding/summer contact once incoming fish are matched with outfits. Outfits will restart contacting High School Seniors and Juniors upon Fall term start.
 - (6) Maximize outfit time during Spend the Night with the Corps (SNWC)/Corps Leadership Invitational (CLI) to create connections with future leaders. Introduce prospects to the unit leadership, bring them to unit events on main campus, and let them ask questions about all facets of Corps life.
 - (7) Contact admitted students after Spring Break to ensure they sign up for a New Student Conference, have Corps Housing, register for uniform fitting, and know which Corps events to attend during their Conference.
 - (8) Outfits that are fostering relationships with Future Leaders need to ensure they have a slate record and not assume that they will be automatically assigned to the outfit at outfit selection time. These students, including legacy (Mom, Dad, Sister, or Brother) should be placed on a list cultivated by the outfit and provided to Corps Recruiting before Spring Term Finals.
 - (9) Participate in Hometown Recruiting visits (high schools, Scouts troops, and other organizations) during the winter break, Spring break, and after Final Review. Gather student's information with the future cadet contract form tx.ag/CorpsContact. Sign up for Winter Hometown recruiting in November and Pick up materials from Corps Recruiting before Fall finals. Registered cadet participants may be eligible for Recruiting Scholarships and/or additional recruiting points.
 - (10) Do not just rely on the Corps Recruiting Office for prospects. Find prospects and have them provide information online at tx.ag/CorpsContact.
 - (11) Involve cadets from all classes. Send periodic informative letters, emails, or digital newsletters from the Commander, First Sergeant, and/or Recruiting Officer/NCO to prospects and their parents.
 - (12) Building relationships with Future leaders for long term success is the ultimate goal in helping these students make an assessment to ultimately join the Corps of Cadets and attend Texas A&M University.

3. RECRUITING OPERATIONS CENTER (ROC)

Headquarters for the cadet recruiting program is the Recruiting Operations Center (ROC) in the Sanders Corps of Cadets Center. The ROC is the location of the paid cadet student worker call center and offices for the Office of the Commandant Recruiting staff. Cadets may stop by the ROC or recruiting office located in the Corps Center Room 135 at any time to check on their outfit's recruiting progress and ask questions.

4. SPEND THE NIGHT WITH THE CORPS (SNWC) PROGRAM

- a. The purpose of the Spend the Night with The Corps (SNWC) program is to recruit qualified high school juniors and seniors, have them apply for admission to Texas A&M, and join the Corps of Cadets. The program is an overnight visit to Texas A&M University during which they and their parents gain insight and information about the University Admission Process, Financial Aid, Scholarships, Academic Support Programs, and ROTC Programs. These future leaders attend class with a cadet and participate in normal cadet activities including formations and meals at Duncan Dining Center and other scheduled/sanctioned events. They participate in all scheduled Spend the Night activities. It is the responsibility of the outfit commander to ensure their prospects fully participate in the program.
- b. The SNWC Program is also available to current A&M students, future transfer students, and High school students 16 years or older during fall and spring semesters. The program is normally conducted on Thursday/Friday of each week. At selected times throughout the year a Monday/Tuesday program will be conducted. All prospects will be assigned to a specific outfit prior to their actual arrival. Participants arrive in the late afternoon and check in at the Corps Center between 1600 and 1615 for registration, payment for meals, and processing to a specific outfit. During check-in, each participant will be briefed on the scheduled events and will receive a copy of the SNWC agenda. The program concludes at approximately noon the following day (Tuesday or Friday).
- c. All future leaders will be assigned to white belt SNWC hosts and/or female sophomore hosts (if no white belt). Hosts must complete all program training requirements within the required timelines, see **TAMU UNIVERSITY YOUTH PROGRAMS COMPLIANCE** below. It includes mandatory training for ALL cadets, even those with indirect contact.
- d. Outfits will pull the SNWC roster down on Sunday each week, to identify if they will have a SNWC participant for that week. The unit will work to ensure a white belt host is identified and update any outfit activities that may conflict with the program.
- e. The SNWC Program must be consistent throughout the Corps. Cadets will follow the SNWC policies and procedures contained in Corps Recruiting SOP and Spend the Night with the Corps procedures.
- f. If the outfit has a Marathon Evening Study time on the first day of SNWC, the outfit will arrange for the future leader to march into Duncan at evening formation with another outfit. Marching with an outfit is part of the program and motivational to both Future Leaders and parents.
- g. Inappropriate fraternization with a future leader during SNWC will result in severe disciplinary action. Female prospects will not spend the night in male cadets' rooms, nor will male prospects spend the night in female cadets' rooms. Female prospects will not be left alone in any room, or with a male cadet, and a male prospect will not be left alone in any

room with a female cadet. The unit must always maintain contact with their future leaders. Future leaders are not allowed to depart the program early without permission from the OOC Corps Recruiting Director or Staff.

- h. The Unit Commander is ultimately responsible for the conduct, behavior, and actions of their "Spend the Night" unit program, designated hosts, and future leaders trusted under their care. To assist Unit Commanders, the CDO will randomly visit units with SNWC students during the evening (prior to 2400 hours).

5. CORPS LEADERSHIP INVITATIONAL (CLI) PROGRAM

CLI is held once each semester. The CLI targets high school students who are involved in various leadership activities in their schools or extracurricular activities. This program requires participants to provide an unofficial transcript to Corps Recruiting Staff to show they are close to A&M's admissibility requirements. The program is focused on the potential for their future leadership development and includes a portion of the program with Hollingsworth Center for Applied Leadership.

The program follows the same guidelines as SNWC above with the following changes:

- (1) Attendees will be housed in the Corps dorms with key leaders (Corps Commander, Corps Sergeant Major, Corps Chief of Staff, Major Unit Commanders, Minor Unit Commanders, and Outfit Commanders) for the duration of the designated times of the CLI program. Other members of the leadership team can support the key leader during unit time. This is different from SNWC, and these Key Cadet Leaders must be notified by the Corps Recruiting Officer in advance that they will be hosting CLI Future Leaders.
- (2) The program start time is earlier in the day with participant check in at 1230.

6. CORPS DISCOVERY DAY PROGRAM

Corps Discovery Day (CDD) is a summer-only program that provides rising high school juniors, seniors, and college transfers with a chance to tour the Texas A&M University campus, learn more about the Corps of Cadets, meet active members during a cadet panel, and gain an edge on the application process through personalized contact with Texas A&M admissions counselors. CDD also provides an in-depth overview of the University and the Corps for parents and other interested family members.

7. TAMU UNIVERSITY YOUTH PROGRAMS COMPLIANCE

- a. All white belts, and female sophomores must have a current **background check** (conducted yearly) and have completed the online **Child Protection Training Program** (every two years), and online **Youth Supervision Training/CPT** (yearly). Completion timeline must be met for these legal requirements. This will be overseen by the Corps Recruiting Director and Staff and tracked by recruiting officers.
- b. ALL cadets in the Corps (regardless of recruiting chain) must complete **Youth Supervision Training/CPT** prior to the first fall SWNC program, recruiting officers will ensure this is complete. All cadets may have indirect contact with youth program participants.
- c. Safety and accountability of youth program participants is the highest priority for cadets. Participants should never be left alone or engage in unsafe or dangerous activities. This will result in a formal investigation and inquiry by Texas A&M University Youth Programs.

8. RECRUITING AWARDS

- a. The purpose of the Recruiting Ribbon is to promote recruiting throughout the Corps of Cadets and to recognize those cadets who make significant contributions to the recruiting effort. The Recruiting Ribbon is awarded throughout the year to cadets who meet the criteria. Any cadet who earns the award is authorized to wear the ribbon for the rest of his/her tenure in the Corps of Cadets. Cadets who earn additional recruiting awards in subsequent years will be awarded one star per reward to add to their original ribbon. Up to three stars may be added to a ribbon.
- b. The Recruiting Ribbon is awarded to cadets who earn the required recruiting points within a one-year period. The specific criteria for attaining the Recruiting Ribbon award are listed in the Corps of Cadets Recruiting SOP. Recruiting points will be awarded for cadet participation in recruiting activities, including SNWC, CLI, CDD, College Fairs, hometown recruiting, and other recruiting events or projects as authorized by the Corps Recruiting Officer.
- c. Applications for recruiting ribbons are available from the Corps Recruiting Officer. Prior to receiving the award, a cadet's application must be approved by the Corps Recruiting Officer and the Corps Recruiting Director.

9. RECRUITING RESOURCES

- a. Cadets are encouraged to use outfit and Corps websites to assist in recruiting prospects, particularly corps.tamu.edu.
- b. The recruiting chain can obtain recruiting handouts, brochures, videos, presentations, and other materials from the Corps Recruiting Office located in Room 135 of the Sanders Corps Center.
- c. Corps Recruiting Staff has an open-door policy for all outfits to come speak about recruiting efforts, ideas, issues and/or guidance at any point in time to aid in outfit recruiting.

CHAPTER 30: CORPS SCHOLARSHIP PROCEDURES

1. INTENT

The Corps of Cadets is committed to offering students a wide range of opportunities to learn, succeed, and excel. There are more than 2,700 Corps scholarships available to assist students financially in meeting these goals.

2. GENERAL INFORMATION

- a. The Corps Scholarship Office administers three levels of scholarships, which are available to all prospective and current cadets of the Corps. In addition, cadets who join the Corps in the fall semester of their freshman year may be eligible to receive an Easterwood Scholarship, which is administered through the Scholarships and Financial Aid office (SFA). The table below summarizes the different scholarships available:

Type	Amount/Year	Length
Keepers of the Spirit/Corps 21/Corps 4K Scholarship	\$4000 - \$5000	4 years
General Rudder/Corps 2K Scholarships	\$2000 - \$2500	4 years
Sul Ross/Corps Scholarship	\$1200	2 years (renewable)
Easterwood Scholarship (SFA)	\$4000 - \$5,000	4 years

- b. Cadets will only be awarded one type of recurring/multi-year scholarship, unless additional awards are warranted, as determined by the Corps Scholarship Committee. Additionally, cadets may be reviewed periodically by the Committee to determine eligibility for a higher level or an additional scholarship. If a cadet is awarded a higher-level scholarship, the new scholarship may replace the previously offered scholarship.
- c. To maintain a scholarship, a cadet is required to do the following:
- (1) Be and remain in good standing with Texas A&M university and the Corps of Cadets;
 - (2) Enroll in a minimum of twelve (12) hours per semester at Texas A&M University. Blinn TEAM or TEAB cadets must enroll in a minimum of twelve (12) hours per semester combined between Blinn and Texas A&M. This requirement may be waived on a case-by-case basis by the Commandant. Graduating seniors may be enrolled less than 12 hours and be considered Full Time;
 - (3) Maintain a minimum overall grade point (GPA) of 2.3 for Corps Scholarships totaling less than \$2,000/year, 2.5 for Corps Scholarships totaling at least \$2,000/year, and 3.0 for Corps Scholarship totaling at least \$4,000/year. Corps scholarships with a very high stipend may require a higher GPA;
 - (4) Complete a minimum of thirty (30) hours prior to the beginning of his/her sophomore years, and complete a minimum of seventy-five (75) hours prior to the beginning of his/her senior year;

- (5) Write a thank you letter, if required, to his/her scholarship donor(s) each semester and submit it to the Corps Scholarship Office;
 - (6) Allow his/her grades to be sent to the donor(s) each semester;
 - (7) Allow his/her contact information, such as a phone number or e-mail address, to be sent to their donor(s); and
 - (8) Participate in all Corps- or Donor-sponsored social events.
- d. These requirements will be acknowledged in the Corps Scholarship Agreement, which is completed by the cadet during their first semester in the Corps.

3. SCHOLARSHIP ADMINISTRATION

- a. The Corps Scholarship Program is administered through the Corps Scholarship Office, under the direction of the Associate Director of the Corps Scholarships Program. The Associate Director reports directly to the Deputy Commandant/Chief of Staff.
- b. All scholarships are awarded competitively based on merit and/or financial need. All scholarship recipients are determined by the Committee unless other instructions are specifically designated in the scholarship's Gift Agreement.
- c. The Committee will meet periodically throughout the year to review cadets for scholarships per the procedures outlined in Section 4 (Awarding Procedures).

4. AWARDING PROCEDURES

- a. Current Members
 - (1) Current cadets may submit a Corps Scholarship Application, available at cadets.tamu.edu, at any time to be reviewed by the Committee.
 - (2) All freshman cadets without a scholarship will be reviewed for a merit-based scholarship at the end of the fall semester. In addition, current freshmen cadets who are the recipient of a Sul Ross/Corps Scholarship may be reviewed to determine eligibility of a higher-level scholarship, based on GPA and hours completed during the fall semester.
 - (3) Current cadets will be awarded merit-based scholarships for the following school year based on the [University Scholarship Application for Continuing Students](#) (the Continuing Student Application). This online application opens each year on 15 October with a deadline of 1 February.
- b. Financial Need and Miscellaneous
 - (1) Financial need
 - (a) At any time during the semester, any cadet can request additional scholarship aid based on financial need for either the current or subsequent semesters. For a cadet to be considered for a scholarship based on financial needs, he/she must have a FAFSA on file with SFA.
 - (b) The cadet will need to complete the Corps Scholarship Application available at cadets.tamu.edu.
 - (c) The Committee will meet as necessary throughout the school year to review

financial need applications.

(2) Miscellaneous

- (a) Some cadets may routinely be reviewed by the Committee for specific scholarship awards. Many of these awards have specific donor preferences delineated in the scholarship's gift agreement or based on information communicated by the donor to the Corps Scholarship Office.
- (b) There are some scholarships administered by the Corps Scholarship Office but awarded by individuals or Corps organizations outside of the Corps Scholarship Committee. These individuals or groups are delineated in the scholarship's gift agreement. For these scholarships, the Corps Scholarship Office will provide the necessary information and/or guidelines to those tasked with selecting the recipient in a timely manner each year or as necessary.
- (c) There are some scholarships that require a separate application and review process. For these scholarships, the Committee will review a list of cadets who meet the scholarship requirements and invite qualified cadets to submit an application provided by the Corps Scholarship Office.

5. SPECIAL SCHOLARSHIP PROGRAMS

Descriptions of special scholarship programs, such as the Patriot ROTC Scholarship, Major General Raymond L. Murray '35 Scholarship, and Corps Leadership Award can be found on the Corps Scholarships website at cadets.tamu.edu.

6. SCHOLARSHIP PROBATION

a. Grades Probation

- (1) Cadets whose cumulative GPA falls below the minimum required for their scholarship level at the end of any semester will be placed on Corps Scholarship Grades Probation for the following semester.
- (2) While on Grades Probation, the cadet will continue to receive his/her scholarship and will be notified in writing of his/her Grades Probation by the Corps Scholarship Office. This letter will detail the requirements for the cadet to maintain his/her scholarship for the following semester, as determined by the Committee.
- (3) At the end of the Grades Probation semester, cadets who fail to meet the requirements set forth will have their scholarship revoked or reduced in value prior to the beginning of the following semester.

b. Hours Probation

- (1) Cadets who pass nine (9) or fewer hours in any semester will be placed on Corps Scholarship Hours Probation for the following semester, regardless of whether they succeed in maintaining the minimum GPA requirement for their scholarship. Cadets can be placed on both Grades Probation and Hours Probation in a single semester but will only be allowed one semester of probation.
- (2) While on Hours Probation, the cadet will continue to receive his/her scholarship and will be notified in writing of his/her Hours Probation by the Corps Scholarship Office. This letter will detail the requirements for the cadet to maintain his/her scholarship

for the following semester, as determined by the Committee.

- (3) At the end of the Hours Probation semester, cadets who fail to meet the requirements set forth will have their scholarship revoked prior to the beginning of the following semester.

c. Probation Appeal Process

- (1) If a cadet loses a scholarship for failure to meet the requirements set forth by the Committee for Grades Probation and/or Hours Probation, he/she may request to appeal the Committee's decision.
- (2) Appeals must be submitted on the Scholarship Appeal Form available at cadets.tamu.edu within the time period stated by the Associate Director.
- (3) Appeals will be reviewed by the Committee on a case-by-case basis. The results of the Committee's decision regarding a cadet's appeal will be compiled by the Associate Director and submitted to the Chief of Staff for final decision.

7. LEAVING THE CORPS

- a. Cadets who leave the Corps for any reason within the first twenty class days of each semester will have their scholarship revoked for the current semester and any subsequent semesters. If a cadet rejoins the Corps at a later date, he/she will need to ensure they have a completed Continuing Student Application on file to be considered for a scholarship.
- b. Cadets who leave the Corps for any reason after the first twenty class days of each semester will have their scholarship revoked for the current semester and any subsequent semesters. However, the cadet may submit a Scholarship Appeal Form available at cadets.tamu.edu within seven calendar days of completing resignation paperwork at the Corps Scholarship Office to explain why they should be allowed to keep their scholarship for the remainder of the current semester. The results of the Committee's decision regarding a cadet's appeal will be compiled by the Associate Director and submitted to the Chief of Staff for final decision.
- c. Cadets who leave the Corps between semesters will keep their Corps scholarship for the completed semester and will have their scholarship revoked for any subsequent semesters.
- d. Cadets who go on a Leave of Absence from the Corps will have their scholarship revoked for the duration of their absence and any subsequent semesters. This does not apply to cadets who leave for a Study Abroad Program, Internship, or Co-Op required for their degree.
- e. Cadets who are dismissed or suspended from the Corps of Cadets for any reason at any time during the semester may have their scholarship revoked, as determined by the Committee.

SECTION 4: LOGISTICS & FACILITIES

CHAPTER 31: UNIFORM ISSUE, MAINTENANCE/EXCHANGE, AND TURN-IN

1. GENERAL RULES FOR UNIFORM ISSUE

- a. Cadets new to the Corps have until the end of Onboarding Zero Week to report shortages or damaged clothing. Cadets are accountable for their initial issue following the conclusion of Zero Week. All new cadets receive a second issue of uniform items in September/October, prior to the Corps transitioning to winter uniforms. Summer garrison caps are ineligible for exchange after Onboarding Zero Week.
- b. Cadets may exchange uniforms and uniform parts at the UDC. All items presented for exchange must be dry cleaned and show no damage or wear beyond fair wear and tear. Shoes/boots, hats and other expendable items are not eligible for exchange once worn.
- c. Uniforms are tagged with RFID chips and issued to a specific cadet. These tags match the clothing record of the cadet responsible for each item. Cadets will not remove or deface the RFID tags.
- d. The UDC will not accept items with missing or defaced RFID tags.
- e. Cadets will not exchange uniforms with other cadets. Cadets will not loan uniforms to other cadets or non-cadets.
- f. Cadets will not alter uniforms. If there is a question concerning fit, cadets will return the item to UDC for alteration or exchange. Unauthorized alterations will result in billing for the entire cost of replacing the item.

2. MAINTENANCE OF UNIFORMS

- a. Each cadet is solely responsible for maintenance of their uniform.
 - (1) All issued items must be dry cleaned, except for barracks bags, sweat tops, track suits, bedspreads, and OCP trousers/shirts.
 - (2) The cost of replacing uniforms damaged through negligence or improper care is the responsibility of the cadet. Do not wash uniforms in the washer and/or dryer. Uniforms must be dry cleaned.
 - (3) OCPs should be neat in appearance but will not be form fitted.
 - (4) Do not accept clothes other than your own from the cleaners. If the cleaner loses or damages any item, do not accept another item in its place. Instead, request the replacement cost of the item and report to the UDC for a new issue. UDC is not responsible for items lost or damaged by a dry cleaner.
- b. Cadets will launder or dry clean items requiring alterations or patches prior to bringing them to the UDC. The tailor will examine the garment and determine the alterations required.
 - (1) If alteration is not feasible and the garment is not damaged through negligence, the UDC will exchange the garment at no cost to the cadet.
 - (2) Cadets will not modify or alter cadet uniforms other than prescribed above. The UDC will

charge cadets the full cost associated with replacing the garment.

3. UNIFORM EXCHANGES

- a. Clothing exchanges to improve the fit of the uniform are scheduled for new cadets during zero week. Exchange is available for upper-class cadets during cadre week and on the Friday of zero week. Following cadet onboarding, exchange is available as required throughout the school year for all cadets.
- b. All uniforms will be cleaned and free of stains prior to exchange.
- c. All items of issue may be exchanged with the following caveats:
 - (1) Shoes and boots may be exchanged if they have not been worn, polished, or tapped.
 - (2) Worn headgear cannot be exchanged for another size. No summer headgear will be exchanged after cadet onboarding.
 - (3) Socks, brass items (including belt buckles), belts, brass bags, and other expendable items cannot be exchanged or returned.
- d. Cadets will not exchange uniform items with other cadets. If a uniform item does not fit properly, cadets will return it to UDC for exchange.

4. UNIFORM TURN-IN AND CLEARANCE

- a. Upon departure from the Corps of Cadets, each cadet is responsible for returning issued uniforms to the UDC.
- b. Cadets must turn in their uniforms within five business days of leaving the Corps, defined as:
 - (1) Initiating resignation paperwork.
 - (2) Suspension, Dismissal, or Expulsion from the Corps of Cadets.
 - (3) Completion of a cadet's senior year in the Corps of Cadets.
 - (4) Graduation.
 - (5) Cease participation in daily Corps activities with no communication with their unit commander to explain their absence.
- c. Items not returned by the fifth day after leaving the Corps will be billed to the student's account. Uniforms returned after billing will incur a 20% late fee. No exceptions without prior coordination with the UDC director.
- d. Students on Leave of Absence (Study Abroad, Internship, etc.) will retain their uniforms.
- e. To clear the Corps, the student must clear with the UDC. Any cadet who leaves the Corps will be billed by the UDC for expendable items that cannot be reissued (e.g., shoes, boots, hats, brass, OCPs, gloves, etc).
- f. Students withdrawing from the Corps or the University must clear their uniform accounts by either a complete turn in or payment for items that do not meet the exchange requirements. This includes students who intend to return to the Corps in some future semester. Uniforms will be re-issued when the cadet returns to the Corps.
- g. Senior cadets must clear their entire uniform account by turning in all issued uniform items to the UDC. Uniforms must be dry cleaned, serviceable, and turned in in accordance with the

turn-in schedule published from the UDC and through the cadet chain of command. Typically, ALL items are turned in no later than noon on the Wednesday preceding Final Review with the following exceptions.

- (1) Senior Uniform turn-in timelines are published annually through the chain of command. All uniforms must be turned in prior to Final Review with the exception of one pair of gabardine boot pants and one Class B short-sleeved shirt.
 - (2) Failure to meet turn-in deadlines will result in discipline issued to Outfit Commanders.
 - (3) Failure to follow the turn-in schedule and complete turn-in on time will result in prohibition from participating in Final Review.
 - (4) May graduates may retain their midnight shirt and one pair of pink boot pants for graduation. Major Unit commanders must submit a roster of May graduates to Corps Staff NLT 10 April.
- h. Any uniform items retained beyond the deadlines listed will be billed to the student's account. A 20% late fee will be charged for items returned after billing.

CHAPTER 32: DORM MAINTENANCE AND ADMINISTRATION

1. DORM MAINTENANCE

a. Cadets are responsible for maintaining the cleanliness of their room. Unit commanders and individual cadets will be held responsible for damage to dorm rooms, hallways, restrooms, and other common areas. Cadets will be charged for vandalism and fined for repair/replacement costs. When cadets sign for their room via the Move In, Move Out (MIMO) card, they accept responsibility for all items in the room in the condition as indicated on the MIMO card.

b. Cadets are also responsible for immediately reporting all maintenance and custodial issues in their rooms to AggieWorks by using the work request system. <http://aggieworks.tamu.edu>.

Immediate Response

If the request requires an immediate response including electrical failure, gas leaks, glass replacement affecting safety or security, excessive hot/cold conditions, plumbing leaks or floods, roof leaks, or door/lock malfunctions affecting safety or security, call 979-845-4311 (24 Hours a Day, 7 Days a Week)

<http://reslife.tamu.edu/>

<http://reslife.tamu.edu/aggieworks/>

c. Commanders are responsible for ensuring all common areas (meeting/study rooms, hallways, stairwells, bathrooms, laundry rooms, and vending areas) are free of personal items and for immediately reporting all maintenance issues to Facilities Services via the AggieWorks website.

d. To obtain maintenance service, contact the following:

(1) Internet or Cable. Help Desk Central 979-845-8300.

(2) Requests for a new light bulb or filter should be submitted via the Aggie Works website. Do not remove your bulb or filter.

(3) Loss of Power. Report to your Commander, Corps Housing Officer, or Aggie Works website or contact the Commandant's Duty Officer through the Guard Room 845-6789 after 1700 and on weekends.

(4) Emergency Problems which compromise safety or security, or which will result in severe damage to facilities – report immediately to your Commander, Aggie Works website, or contact the Commandant's Duty Officer through the Guard Room 845-6789. Examples include leaking pipes, smoking outlets, or unauthorized visitors.

(5) All maintenance requests should be submitted via Aggie Works website. Keep the reference number provided as you may need to refer to it later.

(6) Repairs may be made without the resident's presence. If problems arise, Corps Housing will be notified, and they will coordinate with the resident as required.

e. Do not move or remove furniture from rooms. Refer to the "Room Upkeep" section of the

Cadet Resident Handbook for information regarding standard room configuration and furniture installation/placement/arrangement. Room occupants will be fined for damage to room furniture.

- f. Advance approval must be obtained from Corps Housing before any substantial changes are made to or within residence hall rooms or the common areas including but not limited to painting walls, painting murals, mounting outfit signs / other signage / other structures. The decision of Corps Housing is final. Refer to the "Room Upkeep" and "Unit Areas" section of the Cadet Resident Handbook.
- g. Drilling holes into walls, doors, and furniture is prohibited.
- h. Monster hooks will not be installed (e.g., use of screws or nails) into the doors, door frames, closet frames, furniture, or the ceiling. The only acceptable hooks are those already installed in the dorm rooms.
- i. Walls may be decorated with posters as permitted by privilege. However, posters are to be hung only with poster putty. Wallpapering of any type is strictly prohibited. Nails and tacks may be used in moderation provided they are removed. Hooks with adhesive backing will not be attached to walls as they damage the wall covering.
- j. Guidance for unit Signs and Other Items in Corps Dorm Hallways. Cadet leaders will ensure dissemination and enforcement of the following rules as they apply to unit boards / signs and other items they wish to hang on the walls of the dorm hallways.
 - (1) Signs and other items must hang from existing eye bolts in the wall or affixed to the existing bulletin boards.
 - (2) No items will protrude from the wall more than 4 inches, hallways will not be blocked or movement obstructed. Larger items (memorials, shadow boxes, etc) must be approved in writing by the Military Advisor with a copy provided to the Corps Housing Officer.
 - (3) Items hanging between door frames cannot rest or protrude past the door frame (to not block movement through the door).
 - (4) Items hung in the hallway must hang no lower than two feet off the deck and will stop at least one foot short of the ceiling.
 - (5) Max width for items hanging from eye bolts between door frames is 5.5 to 6 feet (see #4 and #5).
 - (6) Max weight for hanging items on eye bolts is 75lbs.
 - (7) Hanging items must have adequate hardware (chains and d-rings) to handle the weight to prevent damage to walls, floors, and cadets.
 - (8) Excessively long bolts or screws protruding from the rear and contacting the wall must be cut/ground down or removed completely so they will not damage the walls.
 - (9) Items protruding out the back of the sign and contacting the walls must have a patch of carpet or other cushion/covering affixed to prevent damage to the walls.
 - (10) All items hanging on the walls will have a one-inch-wide cushion (bumper/edging) affixed to all edges on the back of the item to ensure no scarring of the wall occurs when mounting or hanging on the wall.

(11) Damage to walls will be charged to the outfit; signs not in compliance will be confiscated or destroyed.

2. DORM ADMINISTRATION

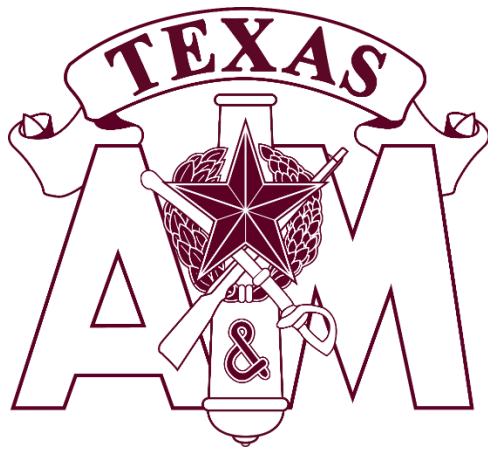
- a. Logos and signs. Outfit logos and signs are intended to enhance unit pride and esprit. Logos also convey outfit goals and traditions to other cadets, students, faculty, parents, and observers of the Corps. Therefore, outfit logos and signs will exclude the following: alcohol, illegal substances and drugs, sadistic violence, and other references which could be reasonably interpreted as counter to the mission of the Corps of Cadets and the desired image of Texas A&M University. Also excluded from outfit logos and signs is the Confederate Flag or other inflammatory symbols. The proper incorporation of the flags of the United States of America and/or the State of Texas into outfit logos and signs of units in the Corps of Cadets is encouraged. All outfit logos and signs must be approved by the Office of the Commandant.
- b. Bulletin Boards. Bulletin Boards provide timely dissemination of information to all members of the unit. Commanders will require each member of their unit to check the bulletin board daily for new information.
- c. All cadets are required to cooperate fully with Housing Representatives regardless of Outfit or Corps affiliation. Housing functions are very important and are vital to ongoing smooth, efficient Corps operations. Cadets will not change rooms or keys without going through their commander and a Corps Housing Officer. Refer to the "Room Assignments" section of the Cadet Resident Handbook for information regarding room changes.
- d. Cadets may not live by themselves unless their Commander has designated that cadet as an "odd number cadet" by gender and class year, or unless the cadet pays additional charges for a private room. Refer to the "Room Assignments" section of the Cadet Resident Handbook for information regarding "odd number cadets" or "paid single status."
- e. Cadets will not give their room keys to anyone else. If a cadet loses their key, they must report to Corps Housing for a temporary replacement. Cadets will be billed for permanent loss if not found within three days. If a key breaks, report to Corps Housing for replacement. Cadets will not be billed for a replacement. Refer to the "Facility Access (Key Control)" section of the Cadet Resident Handbook.
- f. Cadets experiencing problems with ID card access to exterior doors and restroom doors must report to Corps Housing for assistance.
- g. During February of each year, cadets are expected to renew their housing contract for the next year. This mandatory process is called "HOUSING DECISION." Failure to comply may result in monetary penalty, loss of Corps Housing, and disciplinary actions.
- h. Access to quad by vehicle is not authorized except in emergency situations. Personal vehicles are not permitted on the quad for any reason. BBQ Pits and unit tailgates/potlucks are not allowed on the interior/exterior of the quad or LLCs. Loading and unloading of vehicles is not permitted on the interior of the quad. Motorcycle parking is not permitted on any part of the Quad including but not limited to the sidewalks, grass area, covered walkways and the perimeter immediately around a dorm or LLC. Transportation Services will ticket a motorcycle parked on the Quad and the motorcycle may be subject to towing. Transportation Services will impound any bicycles not properly secured in authorized bike racks.
- i. In accordance with their housing contract, cadets are responsible for damages beyond fair

wear and tear for the dorm room in which they reside. In their individual rooms, they are presumed responsible. Refer to the "Financial Accountability" section of the Cadet Resident Handbook for information regarding cadet billings for damage to property including but not limited to rooms and common area. Billings will be posted for information throughout the semester and will be posted to individual accounts at the end of the semester.

- j. Corps Housing's policy on pets in the dormitories is based on Section 36 of the University Student Rules. Only fish in an aquarium (maximum aquarium size is 20 gallons) and the University Mascot, Reveille are allowed. Cadets will not bring pets into the dorm or to Corps activities / events. In rare circumstances, cadets may be allowed to maintain a service dog or comfort animal if the animal meets specific guidelines, and the cadet has been evaluated by Disabilities Resources on campus as needing the animal. While ResLife housing rules may allow students to live on campus and raise/train a working guide dog, the Commandant has determined the daily duties of raising and training a dog are not compatible with membership in the Corps because of the multitude of Corps requirements.
- k. Cadets are required to maintain cleanliness of their rooms and hallway floors. The use of linoleum flooring, tiles, and other type of flooring coverage in which an adhesive is used to secure coverage is strictly prohibited. Caution and care should be taken when using "heel and sole" in the room or hallway. Refer to the "Room Upkeep", "Waxing Hallway Floors", and "Unit Areas" sections of the Cadet Resident Handbook for additional information regarding floor cleanliness, "heel and sole" clean up, and carpet.
- l. Room changes, empty/unassigned rooms, hallways, and staff areas are described in the Cadet Resident Handbook.

Appendix A: ASSISTANCE PROGRAMS

1. There are numerous sources of assistance available to help all students at Texas A&M. Some of these resources are:
 - a. Emergency, on-campus 9-911 or off-campus 911.
 - b. University Police, 845-2345.
 - c. Campus Information, 845-3211.
 - d. Tell Somebody. As a member of the University community, if you observe any behavior that is concerning you may report the behavior using the online report form (<https://tellsomebody.tamu.edu/>). Individuals may also report the behavior by contacting one of the team members during business hours by phone:
 - (1) Student behavior: (979) 845-3111 (Director of Student Life)
 - (2) Staff behavior: (979) 862-4027 (Manager, Human Resources and Organization Effectiveness)
 - (3) Faculty behavior: (979) 845-4274 (Dean of Faculties & Associate Vice Provost)If you are in an emergency situation that requires medical, psychological or police services, call 911. Do not use Tell Somebody if an immediate response is required.
 - e. University Health Services (UHS), <https://uhs.tamu.edu/mental-health/index.html>, 845-4427. Services offered include personal counseling, crisis intervention, stress management, career counseling, and academic enhancement. Students may make their first appointment on-line. Note that students with emergency or crisis situations should go directly to the UHS, Monday through Friday 0800-1700; if after hours, call the Help Line at 845-2700, or go to an emergency room. Students may also download the TELUS Health Student Support app for 24/7 access to professional counseling by phone or chat in multiple languages.
 - f. Student Health Services, A.P. Beutel Health Center, <https://uhs.tamu.edu/>, 845-1511. Staff provides primary health care services and promotes health through prevention and education.
 - g. Campus Ministry Association, <https://studentlife.tamu.edu/sas/campusministry/>, 846-4527. Professional staff members are available at the All Faiths Chapel, M-Th, 1- 4pm. Students may stop in, without an appointment, to visit with the minister on duty.
 - h. Aggie Mentoring Network, <https://mentoring.tamu.edu/>. Organization consists of faculty, staff, and administrators who act as mentors to students. Website provides a list of available resources.
 - i. Guard room, 845-6789.
 - j. Commandant's Duty Officer, 979-229-5826 (cell).
 - k. Corps Operations, 979-862-4311.
 - l. Car-Pool, 979-693-9905.
2. If in need of assistance, please contact any of the above or seek out Commandant's staff members. If the situation is deemed an emergency, call 911.



"We Make Leaders"