

Notre Dame NROTC Administrative Checklist

Review Items Checklist

Review the following documents in their entirety. Initial in all boxes applicable to certify that you have reviewed the required documents prior to your arrival for administrative in-processing. All materials to be reviewed are on our website at <https://nrotc.nd.edu/incoming-midshipmen/>.

	Annual Certificate of Physical Condition		Recruit/Trainee Prohibited Activities
	Classified Information NDA	SCHOLARSHIP MIDSHIPMEN ONLY	
	Debarment Statement		Acceptance and Oath of Office
	Drug and Alcohol Statement		Enlistment/Reenlistment Document
	Elective Surgery Statement		Scholarship Benefit Election Form
	Extremism Questionnaire		Scholarship Service Agreement
	NROTC Academic Standards	MARINE OPTION ONLY	
	NROTC Honor Code		Officer Candidate School SOU
	Physical Activity Risk Factor Questionnaire		
	Physical Fitness Standards		
	Privacy Act Statement		
	Questionnaire for National Security Positions		

Candidate Printed Name

Candidate Signature

Date

Document Completion Checklist

Review and fill out the following documents except for the signature and witness blocks. You will submit the electronic copy to NROTC unit staff. Instructions on how to submit will be in your school email inbox. Initial in all boxes applicable to certify that you have submitted the completed forms to the NROTC unit staff.

All materials to be completed and submitted to the NROTC unit are on our website at <https://nrotc.nd.edu/incoming-midshipmen/>.

	Copy of Proof of Citizenship		Required Medical Information (see next page)
	Copy of Proof of Medical Insurance		Tattoo Screening Form (Navy/Marine Corp Specific)
	Copy of Social Security Number (SSN) Card	SCHOLARSHIP MIDSHIPMEN ONLY	
	Authorization for Disclosure		SGLI (SGLV 8286)
	Degree Completion Plan (Draft)		
	Direct Deposit Sign-Up Form		
	Record of Emergency Data		

Candidate Printed Name

Candidate Signature

Date

NROTC Required Medical Information

Medical Eligibility (one of the following)

	DoDMERB Qualification/Waiver Letter
	Sports Physical Evaluation History and Physical Examination Form <ul style="list-style-type: none"> • List of ALL prescriptions and over-the-counter medications • List of ALL allergies, reactions, and EpiPen

Immunization Record

	One-Dose of Quadrivalent Meningococcal Vaccine (for example MCV vaccine) on or after 16th birthday
	Two Doses of Mumps, Measles, and Rubella (MMR) Vaccine at least 28 days apart
	Two Doses of Varicella (Chicken Pox) Vaccine or Titer Test From Lab Documenting Immunity
	One-Dose of TDaP Vaccine within the last 10 years
	<u>*There is NOT a mandatory COVID-19 Vaccine Requirement, per the 2023 National Defense Authorization Act (NDAA). However, it is HIGHLY RECOMMENDED that students arrive fully vaccinated due to the close living accommodations and the high transmissibility of COVID-19. It is MANDATORY that you inform us of your vaccination status because there may be future protocols developed to protect the health of personnel that are not vaccinated and the readiness of military personnel.</u> For your reference, to be considered fully vaccinated a person must have received one of the following vaccine protocols; At least one dose of Janssen or two doses of either Pfizer, Moderna, or Novavax COVID-19 Vaccine. If you are vaccinated, please include proof with your vaccination records.
	Seasonal Influenza

Required Lab Tests

	Sickle Cell: Sickle Cell Solubility Lab Test results (Hb S, Hemoglobin S, Hgb Solubility, Sickle Cell Preparation, Sickle Cell Test, and Sickle Prep are all common names for the test we require). Provider notes stating a student's Sickle Cell Trait status WILL NOT be accepted, send only lab results.
	Proof of Blood Type
	Tuberculosis (TB) Test; PPD Skin Test

Candidate Printed Name

Candidate Signature

Date