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Personnel

AFROTC SCHOLARSHIP PROGRAMS

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This instruction provides detailed guidance for managing and administering the Air Force Reserve Officers Training Corps (AFROTC) college scholarship programs. It implements or explains provisions of Air Force and Air Education and Training Command (AETC) directives, and complements Air Force Officers Accessions and Training School (AFOATS) and AFROTC publications. It applies to headquarters, all regions, and AFROTC detachments.

Privacy Act Warning: This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. The authorities to collect and maintain the records prescribed in this instruction are 10 U.S.C. 33, 103, 2107 and 8013. Privacy Act statements required by AFI 33-332, *Air Force Privacy Act Program*, are in the AFOATS Form 20, **Application for AFROTC Membership**, AFOATS Form 35, **Certification of Involvement with Civil, Military and School/Law Enforcement officials**, and the AFOATS Form 36, **Air Force ROTC Scholarship Nomination**. System of records notice F045 AETC-E, Four Year Reserve Officer Training Corps (AFROTC) Scholarship Program Files, applies.

★ **SUMMARY OF REVISIONS**

This change: incorporates IC 2004-3 (Attachment 5); updates attendance requirements (1.5.4); clarifies procedures for an “I” grade (1.5.6.2); addresses DoDMERB requirements (1.5.11), Montgomery GI Bill eligibility (1.5.12), CSP Process and Timelines (2.3.2.8, 2.3.2.8.1), CSP Tuition and Technical Majors Data (2.4.5), various In-College Scholarship Programs (3.2, 3.3, 3.5, 3.7, 3.9, 3.10, 3.12), various aspects of Scholarship Administration (4.2.6, 4.3, 4.10, 4.13, 4.14, 4.15, 4.16); clarifies various scholarship eligibility requirements (1.6.1.1.3, 1.6.1.1.7, 1.6.2.6, 1.6.3.6); updates technical course requirements for Non-Technical College Scholarship Program award winners (1.7, 1.7.1, 1.7.1.1.12, 1.7.3, 1.7.3.1); adds page 2 to Figure 2.3; deletes the One-Year College Program (3.11); updates Table 4.1; clarifies scholarship Entitlements,

Funding, and Reporting (5.2, 5.3, 5.6, 5.8, 5.10, 5.11, 5.12); updates information in Attachment 1; and deletes AFOATS Forms 36, **Air Force ROTC Scholarship Board Nomination**, and 302, **AFROTC Certificate in Recognition**. A star (★) indicates changed information from the previous version.

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Chapter 1

THE AFROTC SCHOLARSHIP PROGRAM

1.1. Purpose. The AFROTC Scholarship Program is designed solely to support the overall AFROTC mission to recruit and retain students to meet United States Air Force officer production requirements. Furthermore, the program provides an incentive to attract and retain high quality individuals whose leadership potential, personal and physical qualities, and academic specialties meet Air Force accession objectives.

1.2. General Information. This chapter provides guidelines for the administration of the AFROTC Scholarship Program for AFROTC detachments. HQ AFROTC/RRU administratively manages the application and selection policies and procedures for all Air Force ROTC scholarship programs. HQ AFROTC/RRF administratively manages all scholarship cadets, upon enlistment and activation and regardless of source of the scholarship.

1.2.1. All grade point averages (GPA) are based on the A = 4.00 scale. When applying GPA standards throughout this instruction, units should use the most recent term and cumulative

GPA as reflected on the transcript or grade report from the current school of attendance. If AFROTC course grades are not included, calculate the GPA to include them. Units must also calculate the cumulative GPA to include any transfer courses accepted by the degree-granting institution towards degree requirements that are not already included in the cumulative GPA. In the interests of fairness to the applicants and cadets, commanders may also elect to include all other college-level course work previously completed, but they must document their decision to do so, and these other courses *must* be included in all subsequent cumulative GPA calculations throughout the cadet's tenure in AFROTC.

1.2.2. Round all GPAs to the nearest hundredth if they are reported to more significant digits by the institution (*e.g.*, 2.495 rounds to 2.50 and 2.494 rounds to 2.49).

1.3. Scholarship Authorization. The AFROTC scholarship program is authorized by Title 10, United States Code, Section 2107, *Financial Assistance Program for Specially Selected Members*, amendments to 10 U.S.C. 2107, and annual National Defense Authorization Acts. The unit commander is responsible for verifying a scholarship cadet's tuition rate. Guidance for scholarship authorizations by academic specialty is provided by the Air Force in response to officer production needs.

1.4. Scholarship Programs. The AFROTC scholarship program consists of three main parts: The College Scholarship Program (CSP), the In-College Scholarship Program (ICSP), and the Enlisted Commissioning Programs.

1.4.1. The College Scholarship Selections Section (AFROTC/RRUC) administers the CSP. The CSP provides 4- and 3-year scholarship offers to high school seniors and graduates who have no full-time college experience. Students who have participated in a joint high school/college credit program prior to high school graduation may still apply via the CSP program. Applicants must meet all criteria listed in Chapter 2.

1.4.2. The In-College and Enlisted Programs Section (AFROTC/RRUE) administers the in-college scholarship and enlisted commissioning programs. The in-college programs outlined in Chapter 3 include scholarships from 1- to 3.5-years in length targeted to college students primarily pursuing undergraduate and, at times, graduate degrees. Students must meet all eligibility requirements in paragraph 1.6 and follow and meet applicable nomination requirements noted in Chapter 3. Cadets should be prepared to activate their scholarship offers during the first term of the next academic year, unless noted otherwise. The enlisted commissioning programs include 2- to 4-year scholarships to active-duty Air Force enlisted members. Eligibility and nomination procedures for enlisted programs are covered in AFI 36-2013, *Officer Training School (OTS) and Airman Commissioning Programs*, and on the AFOATS website.

1.5. General Policies and Types of Scholarships. Scholarship recipients are obligated to satisfy the terms of their AFROTC contracts. Unit commanders should only nominate and activate a scholarship in the academic major the student intends to complete and in which the student has the ability to complete. Unit commanders should also ensure the student's academic

plan, which is used to establish the Date of Commissioning/Date of Graduation (DOC/DOG), is reasonable so as to minimize potential changes in the DOC/DOG at a later date.

1.5.1. Cadet counseling is a critical aspect in the administration of the scholarship program. Prior to scholarship nomination, or at the time of nomination, unit commanders (or their representative) must counsel the student in writing via the AFOATS Form 16, **Officer Candidate Counseling Record**, on the scholarship eligibility, activation and retention requirements. Reference paragraph 1.6 for scholarship standards and Chapters 3 and 4 for additional counseling requirements.

1.5.2. In general, a scholarship must be activated by the last day of the expected activation term or the scholarship offer is withdrawn. Refer to paragraph 4.2.4 for guidance on holding offers beyond the last day of the expected activation term.

1.5.3. All students with activated scholarships, and freshmen CSP scholarship designees, must be enrolled as full-time students (unless otherwise noted in AFOATSI 36-2011).

★1.5.4. All students with activated scholarships, and freshmen CSP scholarship designees, must be enrolled in aerospace studies (AS) academics and leadership laboratory (LLAB) each term except for cadets in completed/extended status or attending summer school/mini-sessions, or in an approved Period of Non-Attendance (PNA)/term abroad.

1.5.4.1. When students attend summer school or mini-sessions, they must meet scholarship standards listed in paragraph 1.6.3; however, they do not need to:

1.5.4.1.1. Maintain full-time status.

1.5.4.1.2. Meet minimum graded term GPA requirements (unless summer entitlements are authorized).

1.5.4.1.3. Attend AS classes and LLAB.

1.5.4.2. Summer school or mini sessions may *not* be used to justify continued retention of an existing scholarship or activation of an existing offer. For example, a freshman with a 3-year CSP offer who achieves a 2.40 cum GPA at the end of the freshman spring term loses the scholarship offer. He/she cannot use summer courses to bring cum GPA above the 2.50 requirement to retain and activate the offer in the fall term.

1.5.5. If the institution awards “U” (unsatisfactory), “WF” (withdrawal, failing), “N” (no pass), or “NP” (not pass) grades, or similar, they are considered equivalent to an “F” (failing grade).

1.5.6. All incomplete (“I”) grades require a prompt determination of their cause.

1.5.6.1. If the “I” grade is determined to be a result of a cadet failure to complete academic responsibilities (for example, need to re-accomplish course work, retake exams,

etc.) and not a result of extenuating circumstances, award a conditional and temporarily inactivate, suspend, or terminate the scholarship as appropriate (reference Table 4.1). Document the action in the cadet's record.

★1.5.6.2. If the "I" grade is determined to be the result of extenuating circumstances and not the fault of the cadet, awarding of a conditional is not required; however, temporarily inactivate the scholarship until the final grade is determined. Ensure the decision is documented in the cadet's record.

1.5.6.3. In all cases, monitor the situation until the final grade is awarded. The final resolution of the "I" grade must be accomplished before the end of the term following the "I" grade. If not resolved by the end of that term, award a conditional or submit an AFOATS Form 22, **Cadet Personnel Action Request**, package for waiver. Upon resolution of the "I" grade, take all appropriate scholarship actions regarding the final grade. For example, if the grade becomes an "F", or negatively impacts term or cumulative GPA, award a conditional and take action per Table 4.1.

1.5.7. Timely grade changes based upon mistakes or a reevaluation by an instructor should be accepted. Commanders should not consider grade changes done after a cadet's failure to complete academic responsibilities (for example, re-accomplished course work, retaken exams, etc.). In such cases, use the initial grade to determine appropriate actions. Also, use the initially issued GPA for the next term. For subsequent terms, use the GPA on the transcripts. Document all grade changes and maintain in the cadet's records for the life of the record.

1.5.8. For schools that have a "forgiveness rule" (i.e., permit a student who receives a failing grade in a class to retake that same class and have their "F" grade replaced with the new grade), use the actual GPA and grades received for the term to determine appropriate actions. That is, they need to "suffer the consequences" for their actions (an "F", low term GPA, etc.) when they occur. If the university later removes or averages a grade because the student repeated and successfully passed the same course, the action (conditional, suspension, etc.) remains. For subsequent terms, use the cumulative GPA on the transcript in determining appropriate actions.

1.5.9. If a freshman uses a school's "forgiveness rule," the grades must be replaced with the repeat course grades and the student must attain "sophomore standing" as defined by the school. Both of these conditions must be satisfied at the end of the normal freshman academic year to retain a scholarship or offer.

1.5.10. Transfers. In general, scholarship cadets are expected to activate the scholarship at the same school from which they will obtain their undergraduate degree. The basic policies and procedures regarding transfers are detailed in Chapter 4, paragraph 4.10.

1.5.10.1. An accepted exception are two-year schools that are official feeders (e.g., cross-town school with an articulation agreement) to the four-year school (see paragraph 4.10.1.6).

★1.5.11. DoDMERB Requirements. Armed Forces Joint Instruction 36-2018, *Medical Examination of Applicants for US Service Academies, ROTC Scholarship Programs, and USUHS*, requires that every ROTC scholarship designee complete a medical exam and have it certified by DoDMERB prior to scholarship activation. Stipend-only cadets and enlisted members entering the program are not required to complete a DoDMERB exam, but must have a commission-qualified entry or commissioning physical prior to activation. AETC/SGPS is the waiver authority for all AFROTC physical exams, including scholarship exams. For CSP applicants, DoDMERB will automatically process a disqualified scholarship physical for waiver if it is within specific parameters determined by AETC/SGPS. For ICSP applicants, it is the responsibility of the respective detachment to forward a disqualified DODMERB scholarship physical to AETC/SG for waiver consideration.

★1.5.12. Montgomery GI Bill (MGIB) Eligibility. Scholarship cadets may lose their MGIB eligibility, depending on the amount of funding they receive. Reference AFOATSI 36-2018 and Title 38, *United States Code*, Section 3011(c)(3)(B), and Veterans Affairs Manual M22-4, Part V, Chapter 1, Section 17, for determining MGIB eligibility.

1.5.13. HQ AFROTC/RR has established the following types of scholarships:

1.5.13.1. **Type 1 scholarships** provide full tuition and fees (with no cap on tuition and authorized fees) and \$510 per year for textbooks. Type 1-scholarship designees must attend an AFROTC-affiliated school.

1.5.13.2. **Type 2 scholarships** provide up to \$15,000 per year (up to \$7,500 per semester or up to \$5,000 per quarter) towards tuition and fees and \$510 per year for textbooks. Type 2 scholarship designees must attend an AFROTC-affiliated school. Designees who choose to attend an AFROTC-affiliated school where tuition and authorized fees are over the scholarship cap (see Chapter 5) are liable for the difference (even if the tuition is below the cap when the student starts at the school, but then increases above the cap during the student's academic program).

1.5.13.3. **Type 3 scholarships** (In-College Scholarship Program only) provide up to \$9,000 per year (up to \$4,500 per semester or up to \$3,000 per quarter) towards tuition and fees and \$510 per year for textbooks. Type 3 scholarship designees must attend an AFROTC-affiliated school. Designees who attend an AFROTC-affiliated school where tuition and authorized fees are over the scholarship cap (see Chapter 5) are liable for the difference (even if the tuition is below the cap when the student starts at the school, but then increases above the cap during the student's academic program).

1.5.13.4. **Type 6 scholarships** (In-College Scholarship Program only) provide up to \$3,000 per year (up to \$1,500 per semester or up to \$1,000 per quarter) towards tuition and fees and \$510 per year for textbooks for qualified cadets selected in Phase 3 of the In-College Scholarship Program (ICSP) (see paragraph 3.3.2.3). Designees who attend an AFROTC-affiliated school where tuition and authorized fees are over the scholarship

cap (see Chapter 5) are liable for the difference (even if the tuition is below the cap when the student starts at the school, but then increases above the cap during the student's academic program).

1.5.13.5. **Type 7 scholarships** (College Scholarship Program only) provide full tuition and fees and \$510 per year for textbooks. The Type 7 scholarship designee **must** attend an AFROTC-affiliated school where tuition and fees are less than \$9,000 per year **or** where the student qualifies for the in-state tuition rate. Type 7 designees are **not** allowed to attend a higher cost institution and pay the difference. If the annual combined tuition and fees meet or exceed \$9,000 due to inflation adjustments after the scholarship designee has been approved by HQ AFROTC/RRUC to attend that particular institution, AFROTC will pay the full amount (see paragraph 2.4.5).

1.5.13.5.1. High school CSP designees who want to attend a school where annual tuition and fees are \$9,000 or more can convert a 4-year Type 7 offer to a 3-year Type 2 offer with HQ AFROTC approval prior to enrollment in AFROTC. In addition to helping contain overall costs in the AFROTC scholarship program, the Type 7 scholarship helps AFROTC meet the public law requirement that 50% of all scholarships be paid at in-state tuition rates IAW 10 U.S.C. 2107. If a 4-year Type 7 designee converts to a 3-year Type 2 scholarship, the student must attend the same academic institution as a freshman (and complete AS100 academics and Leadership Laboratory) where they intend to activate the scholarship.

1.5.13.6. **Type 8 scholarships** are an upgrade to Type 2 scholarships. The Type 8 scholarship covers 80 percent of tuition and fees and \$510 per year for textbooks. Type 2 cadets are eligible to compete for the Type 8 upgrade if they have an active scholarship, cumulative GPA of 3.5 or higher at the *end* of their AS 100 *spring* term (end of normal academic year) or have a cumulative GPA of 3.0 or higher at the *end* of their AS 200 or AS 300 *spring* term (end of normal academic year). Summer school may not be used to establish eligibility for an upgrade after the normal academic year ends.

1.5.13.6.1. Type 8 upgrades may be awarded by a central selection board each summer in conjunction with ICSP Phase 2 (see paragraph 3.3.3). File a copy of the selection notice in the cadet's records and annotate the change in scholarship on the cadet's contract.

1.5.13.6.2. Cadets must maintain a cumulative GPA of 3.0 to *retain* the Type 8 upgrade (see Table 4.1). If the cumulative GPA drops below 3.0, the scholarship reverts back to a Type 2. If this occurs, do not adjust the contract, but pay at the applicable Type 2 rate (see Chapter 5). If the cumulative GPA subsequently rises above 3.0, the scholarship does NOT automatically upgrade back to Type 8. If eligible, the cadet may compete for a Type 8 upgrade during the next board.

1.5.13.7. **[RESERVED]**

1.5.13.8. **Cadet Training Assistant Supplement (CTAS)** provides up to \$2,000 in tuition, textbooks, and/or fees for qualified cadets who perform duties as a CTA during field training. Like scholarships, the CTAS falls under the same public law constraints -- e.g., age limits, only for tuition, textbooks and fees, etc. (see paragraph 3.10).

1.6. AFROTC Scholarship Standards. These are the eligibility, activation and retention standards that govern all AFROTC scholarships (including CTAS and the former POCI).

1.6.1. **Eligibility Standards:** The following eligibility standards apply to students being nominated via any in-college scholarship program. These standards do not apply to the College Scholarship Program (CSP) or enlisted commissioning programs (except where noted). CSP eligibility standards are outlined in paragraph 2.3.2. Enlisted commissioning program eligibility standards are outlined in AFI 36-2013, *Officer Training School (OTS) and Airman Commissioning Programs*, and on the AFOATS web site (<http://www.afocats.af.mil/AFROTC/EnlistedCommissioning/Default.htm>).

1.6.1.1. Prior to nomination, all nominees must meet the following eligibility standards:

1.6.1.1.1. Scholarship nominees must have a cumulative GPA of 2.50 or higher.

1.6.1.1.2. Prior to the term of activation, all in-college nominees must have completed at least one term of full-time, graded college-level work (nominees cannot count college-level work completed while still in high school). At the time of activation, cadets must have completed at least 24 semester hours (or equivalent) of college-level credits accepted by the degree-granting institution (NOTE: 3.5-yr scholarships awarded via Express or EHBCU/EHSI are exempt from the 24 semester hour requirement for activation).

★1.6.1.1.3. Current scholarship cadets already on contract with AFROTC, or current scholarship designees, are *not* eligible for in-college scholarships. Scholarship cadets who lose their scholarship and are permitted to continue in the AFROTC program may compete for another ICSP scholarship after going at least one term unfunded. In addition, cadets on an activated scholarship cannot “exchange” their current scholarship for a “better” offer (e.g., a cadet on a Type 3 scholarship in Electrical Engineering cannot exchange it for a Type 2 Express scholarship). The following exceptions apply to this policy:

★1.6.1.1.3.1. Students attending Type 1 schools (schools where the tuition rate exceeds \$15,000 per year) who qualify under the rules of paragraphs 3.3.1.5. and 3.3.1.6. may compete at an upgrade board in the summer for a Type 1 or Type 8 scholarship. ICSP selects cannot compete for a Type 1 or Type 8 upgrade until the summer after they have **activated** their scholarship. HQ AFROTC may restrict the opportunity to compete for a Type 1 or Type 8 upgrade to certain majors or certain year-groups to meet officer production needs or to stay within budget. Students on a Type 2 CSP scholarship may also compete for the Type 8

upgrade (but not the Type 1 upgrade) **after** they have activated their scholarship for at least one full term.

1.6.1.1.3.2. An AS 100 scholarship cadet may decline his/her active scholarship in writing, be disenrolled, and compete for an in-college scholarship. Include the letter of declination in the cadet's personnel record. **Counsel the cadet in writing via AFOATS Form 16 that, if selected, the cadet must go one academic term (fall, winter, or spring) without scholarship funding prior to activation.** For example, if the cadet is nominated and selected in the spring term and he/she has already received funding for the spring term, the cadet cannot activate the new scholarship until the following winter or spring term. If the cadet is nominated and selected in the spring term but did not receive funding for the spring term, the cadet can activate the new scholarship in the fall.

1.6.1.1.3.3. An AS 100 scholarship designee may decline his/her current scholarship offer in writing and compete for an in-college scholarship (e.g., a 3-Year Type 2 CSP designee in a technical major who wants to compete for a non-technical scholarship via the ICSP). Include the letter of declination in the cadet's personnel record. **Counsel the cadet in writing via AFOATS Form 16 that the original offer cannot be reinstated if he/she is not selected for an in-college scholarship.**

1.6.1.1.4. Prior to nomination, all nominees must meet AFROTC membership requirements IAW AFOATSI 36-2011, Chapter 1, and must complete applicable forms and academic plan (e.g., AFOATS Forms 20, **Application for AFROTC Membership**; AFOATS Form 35, **Certification of Involvements with Civil, Military, or School Authorities/Law Enforcement Officials**; AFOATS Form 48, **Planned Academic Program**; **AFROTC Applicant Drug Use Checklist**; etc.) IAW AFOATSI 36-2011.

1.6.1.1.5. Meet the AFROTC weight/body fat standards IAW AFOATSI 36-2007.

1.6.1.1.6. Meet the AFROTC Physical Fitness Test (PFT) requirements outlined in Table 1.1.

Table 1.1. PFT Requirements for Scholarship Nominations and Activations

Category	PFT Required to Nominate?	PFT Required to Activate?	NOTES
4-yr CSP (AS100 cadet)	N/A	No	- Activate without PFT. - Must pass PFT prior to 31 December of their freshman year; if not, terminate scholarship and disenroll from the program. - All 4-year CSP winners must be counseled on this requirement with AFROTC IMT 16.
3-yr CSP (AS100 cadet)	N/A	N/A	- All freshmen (AS100) 3-year CSP winners must be counseled with AFROTC IMT 16: they must pass the last PFT during the spring term of their AS100 year, OR an official PFT during the fall term of their sophomore year, in order to activate the scholarship.
3-yr CSP (AS200 cadet)	N/A	Yes	- If cadet passed the last PFT of their spring term AS100 year, then PFT is not required prior to activating in the current term. - If cadet did not pass last PFT during AS100 year, do not activate until they pass PFT. If cadet is unable to pass PFT prior to end of first term as AS200, withdraw offer. - If cadet takes official PFT during current term but prior to activating, that PFT determines eligibility to activate.
ICSP Phase 1	No	Yes	- Must pass PFT prior to activation: either during previous spring term, during Field Training, or during current fall term.
ICSP Phase 2/3 (current cadet)	Yes	No	- PFT <u>not required</u> to activate because it was required for nomination.
ICSP Phase 2/3 (walk-on)	No	Yes	- PFT <u>required</u> to activate because it was not required for nomination.
EXPRESS/NSP	Yes	Yes	- Must pass PFT during current term prior to nomination. Once awarded, scholarship can be activated without additional PFT
HBCU/HSI	Yes	Yes	
ASCP/SOAR	*	Yes	- All Enlisted Commissioning Program cadets are required to pass official AF PFT within 90 days of departure from last duty location. This PFT is sufficient to contract upon arrival.
POC-ERP	*	Yes	
NOTE For All Categories: Administer official PFTs only as permitted by new Physical Training guidelines in AFROTCMAN 36-201, <i>Cadet Physical Training Program</i>			
* See AFOATS Web Site for Enlisted Commissioning Programs to determine program applicant requirements http://www.afoats.af.mil/AFROTC/EnlistedCommissioning/Default.htm			

★1.6.1.1.7. Pass the Air Force Officer Qualifying Test (AFOQT) (or obtain HQ AFROTC waiver).

1.6.1.1.8. Meet the scholarship age requirements stated in paragraph 1.8.

1.6.1.1.9. Have scheduled or completed a Department of Defense Medical Evaluation Review Board (DODMERB) physical examination (NOTE: Not applicable for enlisted commissioning programs).

1.6.1.1.10. If not already a U.S. citizen, must have applied for U.S. citizenship and will receive citizenship by the end of the projected term of activation. A scholarship cannot be activated until citizenship is attained.

1.6.1.1.11. Present and former contracted members of any officer-commissioning program or service academy cadets who leave during their summer training prior to beginning the freshmen year must obtain a waiver from HQ AFROTC prior to nomination.

1.6.1.1.12. Cadets under contract in another service ROTC program or any service academy, and ANG/AFRES personnel, must obtain a written conditional release from that program, academy, or ANG/AFRES unit before being nominated for scholarship.

1.6.1.1.13. Active duty Air Force personnel have the option to apply for one of the enlisted commissioning programs. Active duty personnel (including those from other services) normally should **not** be nominated for in-college scholarships until they have been discharged (verified via DD Form 214).

1.6.1.2. Prior to nomination, detachments will also:

1.6.1.2.1. Review and approve the AFOATS Form 48, or equivalent (see AFOATSI 36-2011) and:

1.6.1.2.1.1. Ensure the appropriate institutional official (e.g., student's academic advisor or department chair) has reviewed and approved the academic plan.

1.6.1.2.1.2. Determine the date of graduation (DOG) and date of commission (DOC) are **realistic**. A cadet in an academic program that is traditionally 4.5 or 5 years in length should have a DOG and DOC reflecting that reality. A unit officer must carefully review all information on the form and not accept unrealistic course loads. *The signature of the AFROTC Reviewing Official on the form indicates these criteria have been met.*

1.6.1.2.1.3. Ensure courses listed (including electives) satisfy degree requirements for academic major of nomination.

1.6.1.2.1.4. Ensure the plan meets the full-time requirement for scholarship cadets.

1.6.1.2.2. Verify the data on the DD Form 214, Certificate of Release or Discharge from Active Duty, for applicants who have been previously discharged from active duty, IAW AFOATSI 36-2011.

1.6.1.2.3. For applicants in technical majors, ensure the technical major is AFIT-approved IAW paragraph 4.14.

1.6.2. **Activation Standards.** These are the standards that must be met for a designee to activate a scholarship (except where noted).

1.6.2.1. Scholarship designees must have a cumulative GPA of 2.50 or higher for scholarship activation (4-year CSP designees activating in the fall term of the freshmen year are exempt from this requirement).

1.6.2.2. Must have completed at least one year of college-level credit (e.g., 24 semester hours or 36 quarter credits or the equivalent) accepted by the degree granting institution (NOTE: Does not apply to 4-Year CSP scholarships and 3.5-yr scholarships awarded via Express, Enhanced HBCU or Enhanced HSI Scholarship Programs).

1.6.2.3. Must be in good academic standing as defined by the university the cadet is attending. Detachments must verify good academic standing using procedures/criteria established by the university (e.g., academic probation or warning listed on current transcripts, internal links with registrar databases).

1.6.2.4. Scholarship designees must have a physical exam certified by DODMERB (or certified by AETC/SGPS for exams forwarded from DODMERB to AETC/SGPS for medical waiver).

1.6.2.5. Pass the AFROTC PFT and meet the AFROTC weight/body fat standards IAW AFOATSI 36-2007. EXCEPTION: 4-year CSP designees do not have to pass the PFT prior to scholarship activation. However, they must pass the PFT at least once during their freshman academic year, or else they will lose their scholarship and be disenrolled from the program (see Table 1.1).

★1.6.2.6. Must pass the AFOQT or obtain waiver from HQ AFROTC/RRFP. **NOTE:** Does not apply to 4-Year CSP scholarship cadets as highlighted in paragraph 4.2.6.9.2.

1.6.2.7. Must be a U.S. Citizen.

1.6.2.8. Must be enrolled in AFROTC Aerospace Studies class and LLAB.

1.6.2.9. Must be a full-time student as defined by the institution. In situations where the institution does not define full-time student status, undergraduate students must take a

minimum of 12 credit hours per term; graduate students, a minimum of 9 credit hours per term.

1.6.2.10. Must meet all other AFROTC membership requirements IAW AFOATSI 36-2011, Chapter 1.

1.6.3. **Retention Standards:** These are the standards cadets must meet to retain scholarships. (NOTE: Except where indicated, these standards also apply for summer terms and mini-sessions).

1.6.3.1. Must achieve a term GPA of 2.00 or higher each term. (NOTE: Excludes summer terms and mini-sessions, unless these terms are approved as terms of scholarship entitlements).

1.6.3.2. Must maintain a cumulative GPA of 2.00 or higher at the end of any academic term.

1.6.3.3. Must receive at least a C-minus in any AS course (any term, including LLAB).

1.6.3.4. Freshman scholarship cadets and designees (i.e., 4- and 3-year CSP cadets, 3.5-yr Express, EHBCU, and EHSI cadets, 3-yr ICSP nominees) must achieve a **2.50** cumulative GPA or higher at the **end of the spring term** of their freshmen year to retain their scholarship or offer. **Four-year CSP freshmen cadets must achieve at least a 2.0 cumulative GPA at the end of the fall semester (or fall and winter quarters at quarter-based schools) (See Table 4.1, Rule 2).**

1.6.3.5. Must maintain full-time student status as defined by the institution, except when AFOATSI 36-2011 applies in a contract cadet's final term. In situations where the institution does not define full-time student status, undergraduate students must take a minimum of 12 credit hours per term; graduate students a minimum of 9 credit hours per term. (NOTE: Excludes summer terms and mini-sessions).

★1.6.3.6. Must be enrolled in Aerospace Studies (AS) academics and leadership laboratory (LLAB) each term (excludes summer terms and mini-sessions, cadets in completed/extended status, and cadets in approved PNA/term abroad programs).

1.6.3.7. Must not receive any grades of "F," "F equivalents," (e.g., "U" (unsatisfactory), "WF" (withdrawal, failing), "N" (no pass), or "NP" (not pass) grades), or "I" grades (incomplete; see paragraph 1.5.6)).

1.6.3.8. Must meet all other contract retention standards IAW AFOATSI 36-2011.

★1.7. **Technical Course Requirement for Non-Technical College Scholarship Program Award Winners.**

★1.7.1 **All** cadets entering the AFROTC program who received a **non-technical** (Tier 4) four-year scholarship offer through the College Scholarship Program (including those who converted their 4-year Type 7 offer to a 3-year Type 2 scholarship) and activate the scholarship 1 August 2002 or later, are required to complete (and pass) the following technical course work requirements:

1.7.1.1. Must take a minimum of 12 semester hours or 18 quarter hours of technical courses during pursuit of their bachelor's degree; following courses are acceptable:

1.7.1.1.1. College Algebra.

1.7.1.1.2. Calculus.

1.7.1.1.3. Differential Equations.

1.7.1.1.4. Analytical Geometry.

1.7.1.1.5. Statistics.

1.7.1.1.6. Astronomy.

1.7.1.1.7. Cartography.

1.7.1.1.8. Physics.

1.7.1.1.9. Meteorology.

1.7.1.1.10. Computer Science.

1.7.1.1.11. Information Systems Management.

★1.7.1.1.12. Any Engineering or Science courses (course must be offered by the appropriate school of engineering, science, mathematics, etc.; courses offered by the schools of business, education, liberal arts, etc., are not acceptable).

1.7.2. All cadets identified under this program must pass a minimum of 12 semester hours or 18 quarter hours of technical courses prior to start of their AS 400 year of college.

1.7.2.1. Failure to complete this requirement prior to start of the cadet's AS 400 year may result in loss of scholarship and disenrollment from the AFROTC program.

★1.7.3. Prior to scholarship activation and during term counseling sessions, counsel applicable students on the requirement to complete (and pass) a minimum of 12 semester hours or 18 quarter hours of technical courses prior to start of their AS 400 year. Ensure each student signs the CSP Freshman Review Statement of Understanding (Figure 2.3.) at the start of their freshman year, prior to activating their scholarship. Review this requirement

with the cadet each term during term counseling sessions. Use the second page of the statement to track compliance with this policy.

★1.7.3.1. This statement will be used to supplement the AFROTC IMT 48. The top portion of the second page of this statement will be signed as soon as practical after the first four columns (to include “Total”) are completed, but not later than the end of the first AS100 term (normally Fall). All technical course work will be entered prior to the cadet and cadre instructor signing the statement. During each term review, the statement will be reviewed with the cadet. Indicate which term the cadet successfully completed each required course. Once this is annotated, the cadre instructor and the cadet will initial the statement appropriately. Just like the academic plan, complete the statement in pencil to allow adjustments, as necessary. Upon the cadet completing all required technical courses (NLT the end of the AS 300 year), a cadre instructor will certify the statement at the bottom. The statement will be filed in Section II of the cadet’s record and will remain a permanent part of the cadet’s record. NOTE: Since the cadet is responsible for completing and signing the statement of understanding, failure to accomplish term reviews or review the statement is not reason for a request to retain scholarship if cadet does not meet the required coursework at end of AS300 year. If cadet fails to meet the requirements, terminate the scholarship.

1.8. Scholarship Age limits. By law, scholarship recipients must be under age 31 as of 31 December of the calendar year during which commissioning is scheduled. **Title 10, United States Code, Section 2107 does not provide for waivers.** See Figure 1.1 for tabulating age requirements.

1.8.1. If a change in date of commissioning places the recipient into a new calendar year (CY) that exceeds this age restriction, **terminate the scholarship immediately.**

1.8.2. The minimum age for activation of an AFROTC scholarship is 17.

