

**APPLICATION FOR ESTABLISHMENT OF AN
ARMY SENIOR RESERVE OFFICERS' TRAINING CORPS UNIT**

For use of this form, see AR 145-1; the proponent agency is DCS, G-1.

The data requested is to nine or fewer respondents; therefore, OMB approval under Sec 3507, Title 44, USC is not required.

SUBJECT: Application for the Establishment of an Army Senior Reserve Officers' Training Corps Unit
TO: Assistant Secretary of the Army Manpower and Reserve Affairs, 111 Army Pentagon, Washington, DC 20310-0111
COPY FURNISHED: Commander, US Army Cadet Command (ATTN: G5), 204 1st Cavalry Regiment Road, Fort Knox, KY 40121-5123

APPLICATION

By direction of the governing authorities of _____
(Name of Institution)

I, _____, _____
(Name) *(Title)*

hereby submit application for the establishment of a unit in the senior division of the Army Reserve Officers' Training Corps at this school according to Title 10, United States Code 2102. Attached is a catalog and a statement of particulars with reference to this school.

DATA PERTAINING TO INSTITUTION

1. NAME OF INSTITUTION	2. COMPLETE MAILING ADDRESS AND ZIP CODE
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3. IF ARMY ROTC TRAINING IS TO BE CONDUCTED AT ANY LOCATION OTHER THAN THAT STATED ABOVE, EXPLAIN FULLY

4. INTEGRATED POST SECONDARY EDUCATION DATA SYSTEM (IPEDS) VALIDATION
 INFORMATION REPORTED IN IPEDS DOES DOES NOT ACCURATELY REPRESENT THE INSTITUTION

5. LIST AGENCIES WHICH ACCREDIT THE VARIOUS COURSES GIVEN BY THE INSTITUTION

a. REGIONAL

b. PROFESSIONAL

c. DATE OF LAST ACCREDITATION

d. OTHER

6a. OFFICIAL DESIGNATION OF GOVERNING BODY	6b. NUMBER OF MEMBERS	7. OFFICIAL DESIGNATION OF HEAD OF INSTITUTION
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8. THIS INSTITUTION DOES DOES NOT HAVE A COOPERATIVE ARRANGEMENT WHEREBY STUDENTS TRANSFER TO ANOTHER INSTITUTION AT WHICH AFTER AN ADDITIONAL PERIOD OF STUDY THEY RECEIVE A DEGREE *(Indicate names of institutions with which this arrangement exists)*

FACILITIES AND SUPPORT

The authorities of the institution agree that the facilities and support specified below shall be furnished for the use of the Army ROTC program without expense to the Department of the Army.

9. CLASSROOMS *(Minimum requirement 5 classrooms; 3 with 35 student capacity and 2 with 50 student capacity)*

ROOM AND BUILDING	SEATING CAPACITY/ USABLE SQ. FT.	EXCLUSIVE OR JOINT USE

NOTE: *Must be adequately lighted, ventilated, internet access enabled, and provided with standard equipment and instructional audio/visual support capabilities used in equivalent academic Departments. If joint use, rooms must be available for Army ROTC classes when scheduled. Indicate whether for exclusive use or joint use with Air or Naval Science or other Departments.*

10. STORAGE ROOMS

a. SMALL EQUIPMENT STORAGE

NUMBER OF ROOMS	SIZE	BUILDING	EXCLUSIVE OR JOINT USE
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		

b. SMALL ARMS/WEAPONS STORAGE REQUIRED? (Check one – see note 2 below)
 YES NO

c. LARGE/BULK ITEM EQUIPMENT OR VEHICLE STORAGE (Describe approximate size, lighting and fencing if any)

NOTE 1: Small storage must be adequately lighted, ventilated and provided with shelving, cabinets and fire extinguishers/sprinklers. Windows must be securely barred and doors reinforced and fitted with cylinder locks. Minimum floor area for small storage is 1,000 square feet with two entrances. Minimum requirement for large storage is 4,000 square feet, equipped with fire extinguishers/sprinklers.

NOTE 2: Programs which maintain Army-owned small arms/weapons must also have space and access to power adequate for Army-funded installation of alarm/intrusion notification system. Please contact HQs, USACC with questions or requests for more information.

11. ASSEMBLY HALL / AUDITORIUM (Capacity should allow assembly of entire unit; normal unit size 300)

a. SEATING CAPACITY	b. AUDIO/VISUAL EQUIPMENT <input type="checkbox"/> IS <input type="checkbox"/> IS NOT PROVIDED
	c. AVAILABILITY FOR ARMY ROTC CLASSES AS FOLLOWS: _____
	<input type="checkbox"/> WHEN SCHEDULED <input type="checkbox"/> ALWAYS AVAILABLE

12. INDOOR DRILL AREA / PHYSICAL TRAINING AREA (Minimum requirement of 7,000 square feet)

a. SIZE OF GYM OR OTHER INDOOR DRILL AREA _____ ft. x _____ ft.	b. WILL BE AVAILABLE FOR ARMY ROTC CLASSES AS FOLLOWS: _____
	<input type="checkbox"/> WHEN SCHEDULED <input type="checkbox"/> ALWAYS AVAILABLE

13. OUTDOOR DRILL AREA / PHYSICAL TRAINING AREA (Minimum requirement of 20,000 square yards)

a. SIZE OF OUTDOOR DRILL AREA _____ yds. x _____ yds.	b. LOCATION WITH RESPECT TO OFFICES AND STORAGE
	c. AVAILABILITY FOR ARMY ROTC CLASSES AS FOLLOWS: _____
	<input type="checkbox"/> WHEN SCHEDULED <input type="checkbox"/> ALWAYS AVAILABLE

14. FIRING RANGE (If applicable)

a. NUMBER OF FIRING POINTS	b. <input type="checkbox"/> INDOOR <input type="checkbox"/> OUTDOOR
	c. UNDER THE JURISDICTION OF: _____

15. OFFICES

NUMBER OF ROOMS	SIZE	BUILDING	EXCLUSIVE OR JOINT USE
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		
	ft. x ft.		

NOTE: Minimum floor area is 200 square feet; one room must contain a minimum area of 300 square feet.

16. PLAN OF CAMPUS, SHOWING RELATIVE LOCATIONS OF FACILITIES PROVIDED FOR THE ARMY ROTC PROGRAM (Attach Plan as Additional Sheet)

17. SPECIFY HEALTH OR DISPENSARY FACILITIES AND PERSONNEL AVAILABLE TO SUPPORT ARMY ROTC STUDENTS

COMMENTS