



USMC NROTC Sideload Scholarship Boards

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Head, MCRC ON/E
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Overview

- Types of Nominations
- Qualifications
- Application
- After Action
- Miscellaneous/Incompletes

Take-Away

- Quality Control is paramount
- Format for Sideload Nominations
 - Remember to add class of Midn (1/C, etc.) to all correspondence
 - Use current forms and checklist

Sideload Board

- 2 Per Year
 - Fall (Nov)
 - Spring (Apr)
 - ***Refer to Year in Sight for deadlines***
- Packages that will not meet the deadline must request an extension in writing.
- **DO NOT SEND APPLICATIONS TO NSTC.**

Sideload Board

- Board Membership (USMC-AD)
 - President
 - PNS or NSTC
 - Members
 - Voting: 5 MOIs/President (or more as needed)
 - Non-Voting: Recorder



Sideload Board

- Selecting
 - Change of Option (Navy to Marine)
 - NROTC Scholarship (for College Prgm and Civilians for 2 Year)
 - Advance Standing
- NSTC controls the allocations
- Some year groups may not be open

Qualifications

- Academic Minimum's
 - SAT – 1000 (math and critical reading); or
 - ACT – 22 (composite); or
 - AFQT – 74; and
 - CUM GPA – 2.5
- Physical Minimum's
 - Within Height/Weight/Body Fat standard per **MCO 6110.3**
 - 225 PFT

Qualifications Continued

- Waivers
 - Both Nominee handwritten statement and PNS endorsement shall address the issue
- Waivers will require a strong endorsement from MOI and PNS to be considered competitive
- Use offense matrix and classification and Waiver Documentation Guide
- Include appropriate documentation

Qualifications Continued

- Must have received academic and aptitude marks in Naval Science for a period of at least one academic term prior to nomination.
- **Not required for civilians applying for the 2 Year National Scholarship Program
 - Must have been interviewed by PNS/MOI
 - Transcripts from 3 semester/4 quarters of college work from all colleges attended.
 - Remainder of application remains the same.
 - Must be able to complete in 2 years.

Change of Option (COO) (Navy Option Scholarship to Marine Option Scholarship)

- Nominee who is receiving the Navy Option Scholarship and seeking a “change” from Navy to Marine Scholarship
- Current Juniors can be offered Advanced Standing if not selected for COO (if available).

Marine Option Scholarship (NSTC Controlled)

- Nominee who is in the College Program or Civilian and seeking a Marine Option Scholarship
 - Eligible for Marine Option Scholarship
 - 1, 2, or 3 years (or half years)
 - 2 year only for Civilians (2 Year National)
 - Needs to have minimum observation time if already enrolled
 - Number offered controlled by NSTC

Additional 2 Year National Specifics

- Questionnaire for National Security Positions-Form Number SF-86 (Page 1 and 7 are the only pages needed) – Stock No. NSN 7540-08-634-4036.
- Course Outline/Degree Plan – List of all classes in progress or planned for completion (if currently enrolled).
- Letter of Acceptance (LOA) to NROTC host college/university or cross town/consortium.

Additional 2 Year National Specifics

- NROTC Applicant Interview Form
- Schedule for DODMERB at time of application.
- See CDR, NSTC OD2 Guidance for more information.
- MCRC will forward all documents to NSTC upon selection.

Advance Standing

- Stipend vice Scholarship
- College Program, prior to starting their junior year **must** be selected for Advance Standing or be **disenrolled**.
- Based on program numbers
 - Put in for Scholarship
 - Fall back is Advance Standing
- Navy College Program applying for NSTC controlled can receive AS if not awarded change of option (***rising*** juniors only).



Nomination Package

- Reference Example and Checklist
- PNS Endorsement
- MOI Endorsement
 - Information Sheet
 - Color Photo
 - OCS SOU
 - Certified True Copy Transcripts
 - Tattoo Forms with color photo(s)
- Applicant Letter
- Waiver documentation
- Applicable 2 Year National documents

Applicant Bio & Essay Format

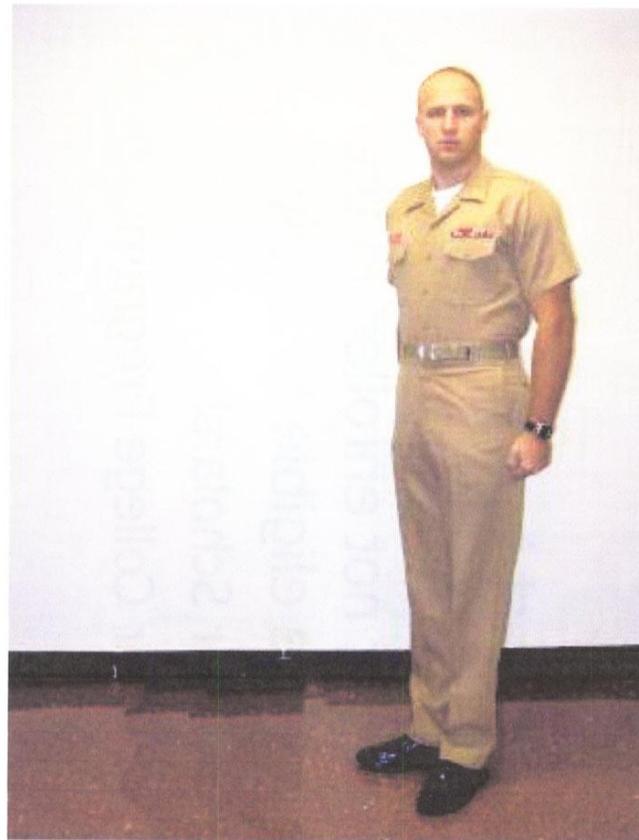
- Standard Naval Letter Format
- **~3 pages maximum** for both total.
- Typed, Courier New, 12 pitch, 1" Margins
- Standard final sentence for Bio
 - "I certify that I have personally prepared this statement without any outside assistance."

Color Photo

- Data
 - Name
 - Date of photo
 - Signed by MOI
- All other information is on Info Sheet
- Not larger than 5x7
- On regular copy paper vice photo paper



**Color
Photo
Example**



Last Name	Date of Photo	MOI Signature

MOI Endorsement

- Endorsement, paragraph 1
- Must use one of the following:
 - Forwarded, recommended with enthusiasm.
 - Forwarded, recommended with confidence.
- Deviations from standard endorsement language requires MCRC approval

MOI Endorsement Continued

- Endorsement, paragraph 2
 - ‘Yes’ answers on Info Sheet and any waiver requested (i.e., Tattoo)
 - Subjective assessment of the relative performance of the nominee against peers
(Rank against peers vice applicants only)
 - Indicate potential for program completion and future commissioned service
 - Leave out the superlatives and hyperbole

PNS Endorsement

- Name doesn't match the nomination
 - Quality Control
- Endorsement, paragraph 1
 - ***Rank each applicant in peer group (not just in group of applicants)*
 - Forwarded, recommended with enthusiasm.
 - Forwarded, recommended with confidence.
- Deviations from standard endorsement language requires MCRC approval

PNS Endorsement Continued

- Endorsement, paragraph 2
 - Provide an analysis of the applicant's potential for commissioned service
 - Nominee's status against program standards
 - Leave out the superlatives and hyperbole

Board After Action Items

- Submit for exceptional performance
- Applicants submitted without minimum requirements (SAT, ACT, etc.)
- Use Checklist and submit as cover sheet
- Use current forms (info sheet, tattoo forms, sample endorsements, etc.)
- ‘Yes’ answers on Info Sheet not explained by hand written statement for waiver
 - Also addressed in MOI endorsement

Board After Action Items

- Vague “carbon copy” endorsements
- Applicants essays did not focus on why they wanted to be Marine Officer
- Data does not match an all documents
 - Scores, grades transcripts to Info Sheet
- Need most current completed grades
- No signatures/Dates

Miscellaneous

- Mail Hard Copy application
 - Ensure mailing to **ARRIVE** at MCRC by **deadlines**.
 - PDF emailed applications will only be accepted to prevent late packages and by prior request only.
- Quality Control is paramount
 - Take one last look, backwards
 - Names, Numbers, Dates, Signatures

Incomplete Packages

- **MOI must sign Check List to verify application is complete prior to sending. See next slide
- MCRC ON/E will notify unit via email of incomplete packages (please provide reliable contact info with package if Marine staff is unavailable).
- Three working days to submit missing information to MCRC ON/E.
- If information is not received within allotted time, application will be returned without action.
- Applications that arrive after the deadline without an approved extension will be returned without action.



Contact Us

- Questions
 - Application samples on web
 - (703)784-9446/7/8
 - Org. Email mcr-cnrotc@marines.usmc.mil
 - Use Subj: "NROTC SIDELOAD"
 - Capt Scott adam.scott@marines.usmc.mil