

**U.S. ARMY ROTC  
GREEN TO GOLD  
2/3/4 YEAR SCHOLARSHIP  
and HIP POCKET  
PROGRAM**



**INFORMATION BOOKLET  
1 June 2023**



**THE ARMY RESERVE OFFICERS' TRAINING CORPS (ROTC) 2/3/4 YEAR  
SCHOLARSHIP FOR U.S. ACTIVE DUTY COMPONENT ENLISTED PERSONNEL**

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**It is the applicant's responsibility to ensure that the online application is started, completed and all required documents are uploaded by the below suspense date.**

**Application requirements for the Hip Pocket and the 2/3/4 Year Scholarships are identical, to include initiating an online application, uploading all required documents, and completing a DODMERB physical. Please see Page 13 for additional information on the Hip Pocket Program.**

**Critical Dates:**

12 Jun 23: Application window opens:

24 Nov 23: Last day for 2/3/4 Year Scholarship to create applications/Phase 1 documents submission.

04 December 23: Selection Board convenes (**not applicable to Hip Pocket applicants**)

30 Apr 2024: Last day for Hip Pocket Applications

**SEE PAGE 13 FOR QUALIFICATIONS SPECIFIC TO HIP POCKET APPLICATIONS**

**Announcement Date:** 2/3/4 Year Applicants selected to move to Phase 2 should be notified late January.

**Status Updates:** If applicants have a change of address, want to withdraw from competition, or have a change of command after submission of application, they must notify this command as soon as possible, in writing via email to [usarmy.knox.usacc.mbx.train2lead@mail.army.mil](mailto:usarmy.knox.usacc.mbx.train2lead@mail.army.mil).

**Applicants who are not selected must re-apply; applications will not be carried over into the next cycle.**

## GENERAL INFORMATION

### Mission Statement

The Green to Gold Scholarship Program is a program that provides eligible, Regular Army (RA) Enlisted Soldiers an opportunity to complete their first Baccalaureate degree or their first master's degree. Upon the successful completion of their degree program the Soldier is commissioned as an Officer in the US Army in either the Active or Reserve component. Soldiers are boarded and/or selected based on the Cadet Command Scholar/Athlete/Leader model. (SAL)

**Note: Applicants are discharged from service and forfeit all pay, benefits, and allowances.**

### What makes a Green to Gold applicant competitive as it relates to the SAL concept:

#### Scholar

- Higher CGPA (CGPA is calculated by the Green to Gold Team in accordance with Green to Gold guidelines)
- academic rigor relative to majors/classes taken versus grades received
- attendance and performance at military schools
- Honor Graduate at military schools
- other academic awards or honors

#### Athlete

- ACFT score
- participation in sporting activities in the community, i.e. community runs, biking, hiking, fitness competitions etc...
- participation in unit or post athletic teams
- sports played in high school and/or college

#### Leader

- leadership positions held in the military, school/college, or the community
- mentor/coach for youth activities or sports
- attendance and performance at military leadership training
- Honor Graduate at military leadership training

## **Phases**

The 2/3/4 Year Scholarship Program consists of two phases:

**Phase One** (The Selection Phase): This phase consists of creating an online application, submission of board required documents, scheduling of Medical Examination, verifying board eligibility, and packet appearance before a selection board. Online applications are created using the “Create Account link at the website:

[Green to Gold \(army.mil\)](http://army.mil)

It is recommended that the applicant use a personal email address as their username when creating the account. It is also recommended that applicants use a personal computer in a personal network when creating the account and accessing the Green to Gold Application System. The security features in government computer systems and networks many times cause access issues when trying to create and work in this application via a government computer and/or network. The applicant may also need to try more than one browser depending on their own computer, network, and browser settings.

**Phase Two** (The Qualification Phase): Selected Soldiers must be administratively and medically qualified prior to awarding of an offer letter. To become administratively qualified the applicant must ensure all required documents (to include waivers) are uploaded to the application portal. To be medically qualified the applicant must be cleared by the Department of Defense Medical Evaluations Review Board (DoDMERB), there are no exceptions.

## **Board Process**

The board process consists of eight Professors of Military Science (PMS) and two Senior Enlisted Advisors reviewing all completed applications. Selections are based on the Scholar, Athlete, Leader, (SAL) concept. Once the selection process is completed an Order of Merit List is established. Selects will be notified through their company commander.

## **Offer Letter**

The Offer Letter is produced upon qualification of phase two. The applicant’s file receives final verification to ensure all requirements have been completed. The Offer Letter will be sent to the applicant’s Company level Commander through email. Upon receipt of the Offer Letter the applicant must accept or decline the offer and return the signed Letter of Intent (LOI).

## **Obligation**

Applicants meeting all requirements and entering into the program will incur an 8 year service obligation upon commissioning. This will be fulfilled in either an Active Duty or Reserve status.

## **Waiver Process**

All required waivers will be submitted on a fillable DA Form 4187 and routed through the applicants’ ROTC Chain of Command. Examples are located in the online application and in Cadet Command Regulation 145-6. It is the applicant’s responsibility to complete all waiver requests through the proper authorities and upload the 4187 and all required supporting documents to their application.

Any Soldier requiring an HRC directed Time in Service (TIS) or Training Service Obligation (TSO) waiver (TSO) must follow the instructions in the online application, and have a Personnel Action Request (PAR) completed by their unit and submitted to HRC. A DA Form 4187 is not used for these two waivers.

### **Tuition**

The Army ROTC scholarship will provide financial assistance toward college tuition and educational fees, **OR** room and board, whichever is chosen by the student. Additionally, a flat rate amount per year is provided to purchase textbooks, classroom supplies and equipment.

The scholarship does not pay for aviation flight fees. Army ROTC scholarship winners also receive a tax-free subsistence allowance of an annually published amount per month for up to 10 months a school year and are paid while attending the Cadet Summer Training (CST). The

Army ROTC Scholarship Program does not cover the expense of moving families and household goods from Soldier's actual permanent place of abode, home or Army school to the educational institution they will be attending. Contact Installation Transportation Office for further information. Contracted ROTC Cadets are not authorized use of military medical facilities, exchanges or commissaries, except during the periods in which they are attending CST. During the period of their scholarship, recipients may, if qualified, receive any portion of the Montgomery GI Bill/Army College Fund benefits they earned while on active duty. **For further information regarding eligibility for Montgomery GI Bill/Army College Fund, contact an education counselor at the nearest installation's Education Center, visit the Department of Veteran Affairs website at <http://www.va.gov> or call 1-888-442-4551. The important point is to ensure that you, the Soldier fully understand your benefits before making any decisions.**

### **Class Attendance**

Applicant must be enrolled as a full-time student, taking a minimum of 4 (3 for Master's) and maximum of 6 classes per semester with **75% of scheduled classes must taken in a classroom environment.**

**NOTE:** Exceptions of the 75% rule will be considered based on course curriculum.

### **Counterpart**

For questions or assistance in completing the application contact the ROTC Program located nearest your Military installation. These "Counterpart Programs" are listed on page 11 of this handbook. Soldiers stationed outside the United States are also assigned a Counterpart Program staffed specifically to assist them.

### **Assignment**

During any phase of the Green to Gold application, if a Soldier comes down on assignment it is the Soldier's responsibility to contact their Branch Manager for deferment/deletion of the assignment.

Once selected for Phase 2, Soldier Assignment Eligibility and Availability (AEA) Code will be updated to "I, Officer Producing Candidate School Pending." Soldiers may still attend NCOES course while coded "I" prior to college start to become fully eligible for promotion while at the academic studies. AEA Code "N or R", regarding deployment Stabilization" will not be changed by HRC. The Soldier must contact their chain of command.

### **Eligibility**

To be eligible to participate in this program, a Soldier must:

1. Be a citizen of the United States. No waiver authorized.
2. Be eligible for appointment as a commissioned officer in the U.S. Army under the provisions of AR 135-100.
3. Be under 31 years of age on 31 December of the year of graduation and completion of all requirements for commission. Waiver is NOT authorized.

4. Have completed less than 10 years Active Federal Service (AFS) at the projected time of graduation and commissioning. Waiver is authorized.
5. Have favorable recommendations from Soldiers current Chain of Command (immediate and Battalion Level Commander).
6. Have received a score of 110 or higher on the General Technical (GT) Aptitude Area of the Army Classification Battery. If the score is below 110, a Soldier may re-test through their installation education centers. Soldier must meet minimum requirements by the application due date. No waiver authorized.
7. Have a minimum cumulative grade point average of 2.5 on a 4.0 grading point system (unweighted) on all previous college work completed. Waiver authorized.
8. Provide a valid, current ACFT scorecard with no alternate events.
9. Provide CC Form 104-R (Planned Academic Program Worksheet) which indicates 2 or 3 years remaining as a full-time student to degree completion. Course overload (more than 6 classes per semester/quarter) is NOT permitted. Students must be enrolled full-time with 75% of the curriculum in traditional class-room settings. Exceptions to the 75% rule will be considered based on course curriculum, with approval of the responsible Professor of Military Science at 50%.  
**NOTE:** 4-year applicants do not need USACC Form 104-R.
11. Obtain a letter of acceptance from the Professor of Military Science (PMS) into the Army ROTC Program affiliated with the college/university the Soldier plans to attend and the start date of the school term. Contact the PMS at the institution in order to receive this letter.
12. Have a secret or higher security clearance. Soldiers without a clearance must provide a memo from their unit's security manager's office that states that the individual has a favorable closed Tier-3 (T3), Tier-5 (T5), Single Scope Background Investigation (SSBI), or National Agency Check Local and Credit (NACLC) investigation.
13. Be medically qualified IAW AR 40-501, Standards of Medical Fitness dated 27 Jun 2019, to participate in the ROTC program as determined by Department of Defense Medical Examination Review Board (DoDMERB), the agency responsible for reviewing medical examinations (must be medically qualified by 15 July or request to be deferred until the following Fall Semester).
14. Have no more than three dependents (including spouse). Waiver authorized.
15. Have completed at least two years of active duty on his or her initial enlistment or has a time-in-service waiver (TIS) and/or training service obligation (TSO) waiver approved by HRC-Fort Knox, KY. Applicants must have at least 18 months' time-in-service at the projected start date of school to be considered for a waiver. Instructions to complete these are in the application.
16. Have completed any service-remaining requirements incurred as of the date of discharge for enrollment in ROTC. This includes language training, critical Military Occupation Skill (MOS), or Additional Skill Identifiers (ASI) received. Service obligations are served concurrently; the most recent service obligation for specialized training may not be based on the most recent course attended. If a waiver of the service obligation for training is required, the Soldier must submit the request for waiver via

a Personnel Action request (PAR) from their unit to Accessions Management Branch, HRC using the instructions in the online application.

### **Ineligibility**

Soldiers are ineligible for the program if he/she:

1. Fails to meet all eligibility requirements
2. Will not be a member of the Regular Army on 1 June of the year in which the scholarship starts and/or is not eligible to reenlist.
3. Is a conscientious objector, as defined in AR 600-43, Conscientious Objection.
4. Has a misdemeanor record of a Domestic Violence Conviction.
5. Is under suspension of favorable personnel action (FLAGS) IAW AR 600-8-2.
6. Is under probation for a civil conviction or charges are pending at the time of application.
7. Had any adverse juvenile adjudication (even if the record may have been sealed or expunged), or have been arrested, indicted, or convicted by a civil court or military law for other than minor traffic violations (fine of \$250 or less), or had imposed other adverse disposition; e.g. attend classes, perform community service or perform any other similar acts) unless waived for this program. Waivers are authorized.
8. A Soldier without a spouse and who has one or more dependents under 18 years of age is disqualified except as provided in paragraph 11(c) below. Waiver is authorized.
9. Dependents:
  - a. A Soldier with a spouse in a military component of any armed service (excluding members of the Individual Ready Reserve (IRR)) that has one or more household members under 18 years of age. Waiver is authorized.
  - b. A divorced Soldier may be processed for enrollment without a waiver when the child or children has/have been placed in the custody of the other parent, an adult relative or legal guardian by court order and the Soldier is not required to provide child support. Copies of court documents must be provided with the application.
  - c. A divorced Soldier may be processed for a dependency waiver when the Soldier has joint/sole custody and/or the Soldier is required to provide child support. In both cases mentioned, the Soldier must sign a statement of understanding acknowledging he or she can be removed from the program should they regain custody of the child or children while enrolled in ROTC. An exception to the removal will only be considered if extraordinary circumstances prevail such as the death of the legal guardian or adult.

### **Application Procedures**

**Read instructions carefully.** Application must be completed online.

Go to: [Green to Gold \(army.mil\)](https://army.mil/green-to-gold)

Scroll down to Green to Gold Scholarship or Hip Pocket Scholarship Option, then click on “**Learn More**”, then scroll to the bottom of the page and click on “Take the Next Step: Create An Account”.

Once account is created, you now have access to the Green to Gold Access Portal. To log into the Access Portal, go to: [GreenToGold Access Portal - Sign-In Notification \(usarmyrotc.com\)](https://usarmyrotc.com) and enter the **email address you used to create the account as your username**, enter password, then proceed with the application.

A completed application will consist of the items listed below: (A checklist is on page 12 of this handbook). It is the **Soldier's responsibility** to ensure all required documents are uploaded through the Green to Gold Access Portal, **NO LATER THAN November 24, 2023**. Incomplete files will not be forwarded to the Army ROTC Selection Board for review.

**NOTE: RETAIN A COPY OF ALL DOCUMENTS FORWARDED FOR RECORD.**

### **Phase 1 Requirements**

**1. USACC FORM 174-R (Green to Gold Program Application):** This form is automatically generated in the online application.

a. If Item 13, civil conviction is yes, A WAIVER REQUEST FOR THE DISQUALIFICATION MUST BE SUBMITTED as soon as possible. The waiver request along with any supporting documents must be submitted along with the proper endorsement or approval with the application. Include a complete written affidavit with the description of the offense, to include all circumstances leading up to arrest and conviction and complete sentence imposed. In addition, submit a copy of the court record which indicated the charge, plea, and/or findings, as well as the sentence imposed and the record showing satisfaction of the sentence (when court records are not available, this fact must be established by correspondence from the court). The statement must be certified under oath. If an offense occurs after submission of the application, inform this headquarters and request a waiver. (See NOTE below)

b. A favorable recommendation from the immediate commander and field grade commander commenting on the Soldier's officer-like qualities, i.e., Scholar-Athlete-Leader (S- A-L) criteria, leadership potential, appearance, personality, military record and aptitude for further military training. NOTE: To be electronically signed the USACC 174-R must be signed in the following sequence: Soldier, Company Commander, Battalion Commander. If the sequence cannot be followed the form can be manually signed

**2. SRB: Soldier Talent Profile (STP):** An updated copy of the STP indicating citizenship, GT score, and clearance. NOTE: The STP is "you" appearing before the Selection Board. Ensure it is current and complete. An Education Center ASVAB test score sheet with identifying information may be used for the GT score.

**3. TRANSCRIPTS:** Official transcripts of ALL colleges attended (High School for 4-Year Scholarship). Cadet Command will compute the grades from all previous academic work completed and establish a CGPA. If applicants received college credit by means of the USAFI or CLEP tests, official results of such tests must also be furnished to this headquarters. College Grade Reports are not transcripts and are unacceptable. Transcripts which appear in languages other than English must be translated prior to submission. Soldiers are responsible for ensuring all official transcripts are enclosed in their packets oriented properly, most recent school attended to oldest school attended.

**4. ACADEMIC SUMMARY:** This is the Soldier's calculated estimate of how many credits/classes will be required to earn his/her degree upon entry into the program. No signature other than the Soldier's is required. NOT required for 4-Year Scholarship. Order of previous schools will follow Paragraph 3 above.



**5. ACFT:** Take and pass the ACFT between 1 Oct 2022 and the application deadline. A current scorecard must be uploaded dated between those dates. Any scorecard with a date prior to 1 Oct 22 will not be accepted.

**6. DODMERB:** The names of ALL applicants whose application status reflects “Board Ready” will be electronically submitted to DoDMERB. Once this information is received by DoDMERB the below steps will be taken:

**CONUS:**

DoDMERB will: Send “Board Ready” applicants an email with instructions to create a DoDMETS account, there the applicant will receive information for scheduling medical appointments.

**OCONUS:**

DoDMERB will: Send “Board Ready” applicants an email with instructions to contact the nearest US Military Medical Facility, inquire if that facility can accomplish the examination, if so, schedule medical appointments at this facility to complete physical examinations. If there are no US Military Facilities where the applicant resides, the examination may be accomplished by a civilian physician at the applicant’s own expense. The examination results must be in English.

Applicants should print and complete the attached forms from this link:

<https://dodmerb.tricare.osd.mil/docs/overseasform.pdf>

Print “REQUIRED TESTS FOR DODMERB EXAMS” on all forms. This will alert ALL concerned of the types of exams that must be conducted. The results of the exam can be submitted using any of the below methods:

e-mail: usaf.dodmerb.helpdesk@mail.mil

mail: DoDMERB, 8034 Edgerton Dr, Suite 132, USAF Academy CO 80840-2200.

fax: (719) 333-3578

Please contact DoDMERB within 10 business days of submission to confirm receipt of physical examination forms.

**NOTE:** The physical type or reason should reflect “ADEP.”

**Phase 2 Requirements**

**1. USACC FORM 104-R:** During Phase 2 this form must be completed by the university’s ROTC Program, verified and signed by both the Soldier, the school registrar’s office, and the PMS. The PMS or his/her representative will assist applicants in the completion of this form. Soldiers selected to participate in the program must attend the institution that provides the USACC Form 104-R. This form is NOT required for 4-Year Scholarship applicants.

**2. PMS Letter:** The letter must verify acceptance to the university, acceptance into the ROTC program, academic status, and school start date. The template is in the application portal.

**3. Counterpart Memorandum of Understanding (CMOU):** This document can be found on the online application and must be completed and signed by the applicant, applicant’s Company Commander, ROTC Counterpart Program, and ROTC program of Choice.

**3. WAIVERS:** Copy of waivers and/or waiver requests, as applicable. All waivers must be submitted on a fillable DA 4187 and must be digitally signed. NOTE: Although waivers are not required until Phase 2 it is recommended to submit Civil Conviction Waivers ASAP. All required waivers must be uploaded by the Soldier into the online application.

Any Soldier requiring an HRC directed Time in Service (TIS) or Training Service Obligation (TSO) waiver (TSO) must follow the instructions in the online application, and have a Personnel Action Request (PAR) completed by their unit.

**NOTE:** Any offenses that occurred and were waived prior to initial entrance to the military may be granted an exception to the waiver requirement. The Soldier must upload the initial enlistment DD Form 1966 which verifies any required waivers were granted. In addition, the Soldier must provide a personal affidavit signed by a commissioned officer listing all charges, dispositions, and that a waiver was granted. The remarks section of the DD Form 1966 must clearly state that a waiver was approved by the U.S. Army Recruiting Battalion. All listed charges must have occurred prior to entry onto active duty. Charges which did not require a waiver, or which are listed as a “suitability review” are not considered to have been waived and will require a civil conviction waiver by Cadet Command.

### **Discharge**

Once the selected Soldier receives an Offer letter from USACC (RMID), the Soldier must:

1. Initiate a DA Form 4187 (Personnel Action) requesting a discharge under the provisions of AR 635-200, chapter 16, paragraph 16-2b (l) (f) thru the commanding officer and the S1 to the approving authority. Discharge should be requested and approved in sufficient time to allow appropriate time to arrive on campus.
2. Sign an Army Senior Officers’ Training Corps (ROTC) Scholarship Cadet Contract, DA 597-3
3. Enlist in the U.S. Army Reserve Control Group (AROTC) for a period of 5 years.

**DEFERMENT:** If an applicant selected for Phase 2 is not fully qualified (Medically/Administratively) by 01 JUL of the cycle year that Soldier must notify their processor and request a one-year deferral until following Fall Semester (Deferment to Spring Semesters are not allowed). Deferrals are not automatic and will be reviewed on a case-by-case basis.

## **QUICK REFERENCE: SOLDIER’S RESPONSIBILITIES/APPLICATION PROCEDURES**

### **Phase 1**

1. Soldier creates an online application and completes all tabs. Once the application has been created the Soldier will be assigned a Cadet Command processor, who will be the primary point of contact throughout the process.
2. All required Phase 1 documents are uploaded for Cadet Command processor validation.
3. Once all Phase 1 documents are validated. Applicant’s status updates to “Board Ready”
3. Once applicant is “Board Ready” Soldier’s name will be forwarded to DODMERB to have physical examination scheduled and they applicant will appear before the Selection Board.

All required Phase 1 documents are uploaded for Cadet Command processor validation. The following guidelines apply to application preparation and the uploading of documents:

- a. All documents are to be uploaded with the proper horizontal or vertical orientation.
- b. The Academic Summary "Schools Attended" is to be completed chronologically, beginning with the most recent to oldest school attended.
- c. The STP must reflect the required clearance, GT score, and U.S. or naturalized citizenship.
- d. College transcripts are required from all colleges attended and will be uploaded as a single PDF file arranged chronologically in the same sequence as the academic summary indicates.
- e. The Application Personal Statement tab has a maximum of 2,000 characters and will electronically transfer onto the CC Form 174-R on page 3. Additional personal statements are not authorized and will be deleted.
- f. A current, validated ACFT scorecard and DA Form 5500/5501 as required..
- g. All Letters of Recommendation are to be uploaded as one PDF file.
- h. The required Commander recommendations on the 174R must be on the form, no continuation pages.
- i. No medical documents of any kind are authorized in this application.
- j. Should a Soldier wish to update a document they are to email their processor for assistance.

## **Phase 2**

1. The Green2Gold Program Manager will notify the Company Commanders of Soldiers selected for Phase 2.

2. Selectees will begin coordinating with their Recruiting Operations Officers and PMSs to initiate all required waivers, USACC Form 104-R and PMS acceptance letter. Completed documents, to include waivers, will be uploaded by the Soldier directly to the application.

3. Once all Phase 2 documents have been uploaded and validated and DODMERB/Administrative requirements are met the offer letter will be emailed to the applicant's Company Commander. The Soldier must accept/decline, and upload to the application portal. **Soldiers selected will be discharged in accordance with AR 635-200, Chapter 16-2 on or about 15 July.**

Soldiers are also encouraged to monitor the US Army Cadet Command Green to Gold Facebook page for updates and information: [US Army Cadet Command Green to Gold Program \(facebook.com\)](https://www.facebook.com/USArmyCadetCommandGreenToGold)

## DOCUMENTS

DOCUMENT	PHASE REQUIRED
USACC FORM 174-1	1
STP/ASVAB SCORESHEET	1
ACADEMIC SUMMARY	1 (N/A 4-Year)
COLLEGE TRANSCRIPTS	1
HIGH SCHOOL TRANSCRIPTS	1 (4 year only)
ACFT	1
SAT/ACT	1 (4 year only)
PMS LETTER	2
CMOU	2
USACC FORM 104-R	2 (N/A 4-Year)

## **THE ARMY RESERVE OFFICERS' TRAINING CORPS (ROTC) HIP POCKET SCHOLARSHIP FOR U.S. ACTIVE DUTY COMPONENT ENLISTED PERSONNEL**

**Application Process.** The application window for SY 2024-2025 Hip Pocket Scholarship opens on 12 June 2023. Applicants must complete the US Army Application, United States Army Cadet Command Form 174-R, and submit all other applicable documents outlined in the Green to Gold Access Portal. Applicants can access the portal at

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[Green to Gold \(army.mil\)](https://army.mil)

1. Scroll to the right of the page then click on 'create an account' or 'Log In' to begin the process. Soldiers should use the enclosed Scholarship Handbook as a guide and ensure they meet all qualifications listed. The handbook can also be downloaded from the website.

**In order to receive a Commanding General's Hip Pocket Scholarship, the Soldier must create and complete an online application, meet all qualifications listed on Pages 3-5, complete a DODMERB physical and provide a Letter of Nomination from a General Officer authorized a nomination. All the above requirements must be complete by 30 Apr 2024 with the exception of a valid physical.**

It is recommended that the applicant use a personal email address as their username when creating the account. It is also recommended that applicants use a personal computer in a personal network when creating the account and accessing the Green to Gold Application System. The security features in government computer systems and networks many times cause access issues when trying to create and work in this application via a government computer and/or network. The applicant may also need to try more than one browser depending on their own computer, network, and browser settings.

Any Soldier requiring an HRC directed Time in Service (TIS) or Training Service Obligation (TSO) waiver (TSO) must follow the instructions in the online application, and have a Personnel Action Request (PAR) completed by their unit and sent to HRC via IPPS-A. The online application will reflect if this is required.

**2. Eligibility Criteria.** Soldiers are ineligible for this scholarship if they:

- a) Are not on Active Duty on 1 June of the scholarship award year.
- b) Are ineligible for reenlistment.
- c) Are a conscientious objector (as defined by AR 600-43.8-2).
- d) Are under suspension of favorable action due to unfavorable personnel action (AR 600-8-2).

- e) Have greater than 10 years active federal service as of the date of discharge. A waiver may be requested.
- f) Are under probation on a civil conviction or charges, including UCMJ, are pending.
- g) Had an adverse juvenile adjudication or were arrested, indicted, or convicted by a civil court or military law (other than minor traffic offenses with a fine of \$250 or less). A waiver may be requested.
- h) Are ineligible for reenrollment in ROTC basic or advanced course.
- i) Are unmarried and have one or more dependents less than 18 years of age. A waiver may be requested.
- j) Have a spouse in the military and has one or more dependents less than 18 years of age. A waiver may be requested.
- k) Have been convicted of a domestic violence crime. A waiver is not permitted.
- l) Are not a U.S. Citizen
- m) Is 31 years of age or over on 31 December of the Commissioning Year. A waiver is not permitted.
- n) **Nomination Process.** The nomination process is at the discretion of the Commander. Since Hip Pocket applicants do not appear before the selection board at Headquarters, Cadet Command, a localized board should be conducted to ensure the best qualified Soldiers are nominated. Once the nominee(s) have been selected, a copy of the nominating letter must be given to the Soldier to upload into their online application or emailed to their point of contact.

**3. Submission Deadline. All Hip Pocket applications and nomination letters must be uploaded to the application portal NLT 30 Apr 2024.** Ensure the name, email address, and phone number for your Hip Pocket Scholarship point of contact is annotated on the nomination letter for coordination purposes. If the nominated Soldier requires any waivers, the earlier the application is submitted the better chance the Soldier has of receiving a decision in time to start school in the fall.

**4. Final Award.** Upon receipt of the nomination letter, all required documents and the signed USACC Form 174-R, Cadet Command will conduct a final review of the application to ensure eligibility requirements are met and will process any required waivers. The Soldier's chain of command and the Hip Pocket point of contact will be notified of the Soldier's status, either as qualified or as pending qualification for medical, administrative or both. **The award of scholarship becomes final only when the nominee is fully qualified and has no unresolved medical or administrative issues (to include any required waivers).** Prior to discharge, the Soldiers chain of command must ensure that the Soldier is fully qualified in accordance with AR 635-200, Chapter 16-2. **Soldiers selected will be discharged in accordance with AR 635-200, Chapter 16-2 on or about 15 July.**

**5. Benefits.** This scholarship will pay full tuition, as well as \$1,200.00 annually for books and supplies. Once contracted, the Cadet will also receive a monthly stipend of \$420.00 per month up to ten months per year.

6. Although not a requirement for selection, the best applicants should possess the desired Scholar-Athlete-Leader (SAL) criteria. In addition to meeting the eligibility criteria outlined in paragraph 2 and the Scholarship Handbook. Questions regarding the program should be sent to: [usarmy.knox.usacc.mbx.train2lead@mail.mil](mailto:usarmy.knox.usacc.mbx.train2lead@mail.mil).

## Counterparts

Post	ROTC Battalion	Telephone
Aberdeen Proving Ground	Morgan State Univ	(410) 340-7157
Alaska (All Installations)	Univ Of Alaska	(907) 474-7501
APO AP	8th Bde	(253) 477-3581
APO-AA	Campbell University	(910) 893-1590/973-7653
APO-AE	Campbell University	(910) 893-1590/973-7653
Ft Belvoir, VA	George Mason University	(703) 993-2707
Ft Benning, GA	Columbus State	(706) 507-8031
Ft Bliss, TX	Univ of Texas at El Paso	(915) 747-6692
Ft Bragg, NC	Campbell University	(910) 893-1590/973-7653
Ft Buchanan, PR	U/Puerto Rico-Rio Piedras	(787) 764-0000 x85222
Ft Campbell, KY	Austin Peay State University	(931) 221-6149
Ft Carson, CO	Univ. Of Colorado at Colorado Springs	(719) 255-3475
Joint Base M-D-L	Rutgers Univ	(848) 932-3217
Ft Drum, NY	Syracuse Univ	(315) 436-3759
Joint Base Langley-Eustis	College Of William and Mary	(757) 221-3611
Ft Gordon, GA	Augusta University	(706) 667-4795
Ft Hood, TX	Tarleton State University	(254) 968-1781
Ft Huachuca, AZ	University Of Arizona	(520) 621-1609
Fort Irwin, CA	Claremont McKenna College	(909) 621-8102
Ft Jackson, SC	University of South Carolina	(803) 777-3639
Ft Knox, KY	University of Louisville	(502) 852-7902
Ft Leavenworth, KS	University Of Kansas	(785) 864-1109
Ft Lee, VA	Virginia State University	(804) 687-8381/524-5537
Ft Leonard Wood, MO	Missouri Univ. of Sci. & Tech	(573) 341-6608
Joint Base Lewis-McChord	8th Bde	(253) 477-3581
Joint Base Shaw	University of South Carolina	(803) 777-3639
Ft Rucker, AL	Auburn University	(334) 715-1361
Ft Meade, MD	Bowie State University	(301) 204-0692
Joint Base Myer-HH	Georgetown Univ	(202) 687-7094
Ft Polk, LA	NW Louisiana State	(318) 357-5177
Ft Riley, KS	Kansas State Univ	(785) 532-6754
Ft Detrick, MD	McDaniel College	(410) 857-2723
Ft Sam Houston, TX	Univ Of TX At San Antonio	(210) 458-5628
Ft Sill, OK	Cameron University	(580) 581-2344
Ft Stewart, GA	Georgia Southern Univ	(912) 478-0040
Hawaii (All Installations)	University Of Hawaii	(256) 372-4023
Redstone Arsenal, AL	Alabama A&M	(256) 372-5775



## **Academic Discipline Mix 1 – Generalist**

<b>CODE</b>	<b>ACADEMIC TITLE</b>	<b>CODE</b>	<b>ACADEMIC TITLE</b>
AAA	ART COMMERCIAL	BBH	MANAGEMENT INSTITUTIONAL
AAE	ARABIC-EGYPTIAN	BBM	CHURCH MANAGEMENT
AAK	ARABIC-JORDANIAN	BBN	HOTEL-RESTAURANT MANAGEMENT
AAL	ARABIC-LIBYAN	BBS	SAFETY
AAN	ARABIC-SAUDI	BCA	FOREIGN TRADE
AAP	ARABIC-SYRIAN	BMS	MASTERS-ADVANCED MILITARY STUDIES
AAQ	ARABIC-LEBANESE	CUF	COGNITIVE SCIENCE
AAX	ART GENERAL	DAA	AGRICULTURE GENERAL
AAZ	ARABIC	DAH	HORTICULTURE
ABN	BENGALI	DAK	HUSBANDRY ANIMAL
ABX	LANGUAGE/LITERATURE CLASSICAL	DAL	HUSBANDRY POULTRY
ACA	RELIGIOUS EDUCATION	DKF	MILITARY SCIENCE (OTHER THAN U S ACADEMIES)
ACB	PASTORAL COUNSELING	EAB	CULTURAL FOUNDATIONS
ACC	RELIGION/THEOLOGY	EAC	ETHNOLOGY
ACD	CHINESE CANTONESE	EAD	INTERDISCIPLINARY STUDIES
ACM	CHINESE MANDARIN	EAX	ANTHROPOLOGY
ADG	ARABIC-IRAQI	EBX	AREA STUDIES
ADU	DUTCH	ECA	POLICE SCIENCE AND ADMINISTRATION
ADX	ENGLISH	ECB	CORRECTIONS
AEX	MUSIC	ECF	FORENSIC SCIENCE
AFA	PUBLIC SPEAKING	ECJ	CRIMINAL JUSTICE
AFB	DRAMATICS	ECX	CRIMINOLOGY
AFC	HOMILETICS AND COMMUNICATION SKILLS	EED	VOCATIONAL AND EDUCATIONAL GUIDANCE
AFR	FRENCH	EEE	VOCATIONS SUBJECTS (CRAFTS, TRADE)
AGA	BROADCASTING (ANNOUNCER)	EEF	GENERAL EDUCATION TECHNOLOGY
AGB	PRODUCTION MOTION PICTURE	EEG	SPECIAL EDUCATION
AGC	PRODUCTION	EEX	EDUCATION GENERAL (TEACHING)
AHJ	HINDI	EFA	RECREATIONS
AHX	LANGUAGE/LITERATURE FOREIGN	EFB	RECREATION AND PARK ADMINISTRATION
AJA	JAPANESE	EFC	EDUCATION PHYSICAL
AJN	INDONESIAN	EGX	HISTORY GENERAL
AJT	ITALIAN	EHX	ECONOMICS HOME
AKP	KOREAN	EKB	INTERNATIONAL RELATIONS
AKX	JOURNALISM-WRITING/EDITING	EKC	FOREIGN AFFAIRS
ALA	SPANISH (LATIN AMERICAN)	ELX	ARTS INDUSTRIAL
ALX	PHILOSOPHY	EMX	LIBRARY SCIENCE/ARCHIVES
AML	MALAYSIAN	ENB	PUBLIC SAFETY
ANR	NORWEGIAN	ENC	GOVERNMENT CIVIL

ANX	ARTS LIBERAL	END	GOVERNMENT MILITARY
APQ	PORTUGUESE (BRAZILIAN)	ENE	SOCIAL WORK
APY	PORTUGUESE (EUROPEAN)	ENF	ADMINISTRATION SOCIAL WORK
AQE	ARABIC-EASTERN	ENX	PUBLIC RELATIONS
AQW	ARABIC-WESTERN	ENY	PUBLIC AFFAIRS
ARU	RUSSIAN	EPA	PSYCHOLOGY ABNORMAL
ASC	SERBO-CROATIAN	EPB	PSYCHOLOGY EXPERIMENTAL
ASR	SPANISH (CASTILLIAN)	EPD	PSYCHOLOGY SOCIAL
ASY	SWEDISH	EPE	PSYCHOLOGY APPLIED
ATA	TAGALAC	EPH	PSYCHOLOGY CHILD
AUR	URDU	EPK	PSYCHOLOGY EDUCATIONAL
AXX	ARTS-CLASSIC/GENERAL	EPL	PSYCHOLOGY COUNSELING
BAF	COMMERCIAL- MARKETING/MERCHANDISING	EPM	PSYCHOLOGY INDUSTRIAL
BAK	LABOR RELATIONS	EPX	PSYCHOLOGY GENERAL
BAO	ORGANIZATION BEHAVIOR- ORGANIZATION EFFECTIVENESS	ERA	GEOPOLITICS
BAP	ORGANIZATION BEHAVIOR-PERSONNEL MANAGEMENT	ERX	POLITICAL SCIENCE
BAR	COLLEGE ADMINISTRATION	ESX	SOCIOLOGY
BAS	FOOD DISTRIBUTION	ETX	MORTUARY SCIENCE
BAV	HUMAN RESOURCES	EXX	SOCIAL SCIENCE GENERAL
BBA	ADMINISTRATION PUBLIC	YYY	UNDECLARED
BBB	PERSONNEL MANAGEMENT/ ADMINISTRATION		

### **Academic Discipline Mix 2 - Technical**

<b>CODE</b>	<b>ACADEMIC TITLE</b>	<b>CODE</b>	<b>ACADEMIC TITLE</b>
BAA	ACCOUNTING/AUDITING	DAS	AVIATION SAFETY
BAC	ADVERTISING	DAT	TECHNICAL MANAGEMENT
BAD	BANKING AND FINANCING	DAX	AGRICULTURE-FORESTRY GENERAL
BAE	FINANCE GENERAL	DBB	NAVIGATION CELESTIAL
BAM	COMPTROLLERSHIP	DEA	NAVIGATIONAL TERRESTRIAL
BAN	COMPUTER SCIENCE MANAGEMENT	DED	TOPOGRAPHY INCLUDING PHOTOGRAMMETRY
BAX	BUSINESS ADMINISTRATION	EAA	ARCHEOLOGY
BAY	AVIATION BUSINESS ADMINISTRATION	EDX	ECONOMICS GENERAL
BBD	COMMERCIAL AVIATION TRANSPORTATION	EEB	INSTRUCTIONAL TECHNOLOGY
BBE	RESEARCH PROGRAM MANAGEMENT	EEC	EDUCATION INDUSTRIAL
BBF	MANAGEMENT LOGISTICS	EKD	COMMUNICATIONS SCIENCES
BBG	TRANSPORTATION AND TRAFFIC MANAGEMENT	EPC	PSYCHOLOGY CLINICAL
BBK	MANAGEMENT INDUSTRIAL	EPF	PSYCHOMETRICS/PSYCHOPHYSICS
BBL	MANAGEMENT AEROSPACE	EPG	PSYCHOLOGY (ARTIFICIAL INTELLIGENCE)

BBP	PROCUREMENT AND CONTRACT MANAGEMENT	FAA	CLINICAL OPTOMETRY MANAGEMENT
BBR	SYSTEMS MANAGEMENT	FAB	LABORATORY SCIENCE
BBT	TELECOMMUNICATIONS MANAGEMENT	FAC	NUCLEAR PHARMACY
BBX	MANAGEMENT GENERAL	FBA	DIETETICS
BCB	STRATEGIC INTELLIGENCE MANAGEMENT	FBB	DIETITIAN ADMINISTRATIVE
BCC	ADMINISTRATION, MASTER OF SCIENCE DEGREE	FBC	DIETITIAN THERAPEUTIC
BCD	COMMERCE	FBD	DIETITIAN CLINICAL
BCE	AVIATION MAINTENANCE	FBX	NUTRITION
BCF	INFORMATION SYSTEM MANAGEMENT	FCA	OCCUPATIONAL THERAPY
BCX	BUSINESS ECONOMICS	FCB	OCCUPATIONAL THERAPY – KINESIOLOGY
BHA	HEALTH SERVICES ADMINISTRATION	FCX	OCCUPATIONAL THERAPY (ARTS/CRAFTS)
BWX	DESIGN TECHNOLOGY	FDA	ANATOMY
BXX	BUSINESS GENERAL	FDB	PHYSICAL THERAPY
CCL	CITY PLANNING	FDC	PHYSICAL THERAPY ELECTROPHYSICS
CCM	REGIONAL PLANNING	FDD	PHYSICAL THERAPY NEUROLOGY
CFW	GEOGRAPHY (PHYSICAL)	FDX	PHYSICAL THERAPY CORRECTIVE EXERCISE
CHE	COMMUNICATIONS	FEA	PATHOLOGY SPEECH
DAB	AGRONOMY SOIL SCIENCE	FEX	AUDIOLOGY
DAD	DAIRY SCIENCE	FJA	ENVIRONMENTAL HEALTH
DAE	FISH RESOURCES	FKA	SANITARY SCIENCE
DAF	FOOD TECHNOLOGY	FLA	PUBLIC HEALTH
DAM	PLANT PATHOLOGY	PEX	PRE-LAW
DAN	SUGAR TECHNOLOGY	PXX	LAW GENERAL
DAP	WILD LIFE RESOURCES		

### **Academic Discipline Mix 3 – Physical Science/Analytical**

<b>CODE</b>	<b>ACADEMIC TITLE</b>	<b>CODE</b>	<b>ACADEMIC TITLE</b>
BAL	OPERATIONS RESEARCH ANALYST (BUSINESS)	DGF	GEOLOGY GENERAL
CFB	PHYSICS, SPACE	DGG	PALEONTOLOGY
CFD	SPACE SYSTEMS OPERATIONS	DGH	MINERALOGY PETROLOGY
CUE	COMPUTER SCIENCE	DGL	METEOROLOGY CLIMATOLOGY
CUP	COMPUTER BASED INSTRUCTION	DGN	NAUTICAL SCIENCES
DAG	HISTOLOGY	DGP	OCEANOGRAPHY HYDROLOGY
DAI	EMBRYOLOGY	DGX	GEOPHYSICS
DAR	BIOMETRY	DHA	STATISTICS
DBA	ASTRODYNAMICS	DHB	MATHEMATICS CRYPTANALYSIS
DBC	ASTROPHYSICS	DHC	MATHEMATICS BALLISTICS

DBX	ASTRONOMY	DHX	MATHEMATICS GENERAL
DCA	BOTANY GENERAL	DLA	PHYSICS BIOPHYSICS AND RADIOLOGY
DCB	ENTOMOLOGY	DLB	PHYSICS ELECTRICITY/MAGNETISM/ELECTRONIC
DCC	BACTERIOLOGY	DLC	HEALTH PHYSICS
DCD	PARASITOLOGY	DLD	PHYSICS NUCLEAR
DCE	TAXONOMY	DLE	PHYSICS OPTICS LIGHT (OPTICS)
DCF	ZOOLOGY	DLF	PHYSICS THERMAL
DCG	MED MICROBIOLOGY	DLG	JET PROPULSION
DCK	RADIATION BIOLOGY	DLH	TECHNOLOGY NUCLEAR REACTOR
DCL	RADIOLOGICAL HYGIENE	DLK	APPLIED SCIENCE
DCX	BIOLOGY	DLL	MEDICAL TECHNOLOGY
DDA	BIOCHEMISTRY GENERAL	DLM	RADIOLOGICAL PHYSICS
DDB	CHEMISTRY ANALYTICAL GENERAL	DLN	ACOUSTICS
DDC	CHEMISTRY INORGANIC GENERAL	DLP	AERODYNAMICS
DDD	CHEMISTRY ORGANIC GENERAL	DLX	PHYSICS GENERAL
DDE	CHEMISTRY PHYSICAL GENERAL	DLY	LASER/MICROWAVE PHYSICS
DDF	CHEMISTRY NUCLEAR	DLZ	PHYSICS ASTRODYNAMICS
DDG	CHEMISTRY CERAMICS/GLASS	DMS	MATERIAL SCIENCE
DDH	GLASS TECHNOLOGY	DPS	POLYMER SCIENCE
DDK	CHEMISTRY ELECTROCHEMISTRY	DXX	PHYSICAL SCIENCES GENERAL
DDL	CHEMISTRY TEXTILE	FGC	VIROLOGY
DDM	CHEMISTRY PAPER	FHA	SEROLOGY
DDN	CHEMISTRY INDUSTRIAL	FHX	IMMUNOLOGY
DDO	RADIOCHEMISTRY	FIA	TOXICOLOGY
DDP	METALLURGY	FIB	PHARMACOLOGY
DDX	CHEMISTRY GENERAL	FIC	CHIROPRACTICS
DEX	GEODETIC SCIENCE	FKX	PHYSIOLOGY
DFX	GEOGRAPHY GENERAL/ECONOMIC/POLITICAL	GOB	PHYSICIAN'S ASSISTANT TRAINING
DGA	GEOLOGY SURFICIAL	GPA	BASIC SCIENCE
DGB	GEOLOGY STRATIGRAPHY	GPB	PRE-DENTAL AND PRE-VET
DGC	SEISMOLOGY	GPX	PRE-MED
DGD	GEOLOGY TERRESTRIAL MAG- ELECTRICITY	KXX	PHARMACY
DGE	GEOLOGY ECONOMIC	LAX	PHYSIOLOGIC OPTICS

#### **Academic Discipline Mix 4 – Engineering**

<b>CODE</b>	<b>ACADEMIC TITLE</b>	<b>CODE</b>	<b>ACADEMIC TITLE</b>
CAA	ARCHITECTURAL ENGINEERING	CKC	ENGINEERING RAILWAY
CAB	NAVAL ARCHITECTURE ENGINEERING	CKD	ENGINEERING REFRIGERATION
CAC	ARCHITECTURE LANDSCAPE	CKE	ENGINEERING AIR CONDITIONING
CAX	ARCHITECTURE GENERAL	CBX	AGRICULTURE ENGINEERING
CKF	ENGINEERING	CCD	URBAN PLANNING

CKH	HYDRAULIC ENGINEERING MECHANICS	CCF	ENGINEERING STRUCTURAL
CKK	ENGINEERING HEATING	CCG	CIVIL ENGINEERING (STRUCTURAL DYNAMICS)
CKL	ENGINEERING AUTOMOTIVE	CCH	ENGINEERING (TRANSPORTATION)
CKM	ENGINEERING DIESEL	CCK	RADIOLOGICAL SAFETY AND DEFENSE
CKN	ENGINEERING EXPLOSIVE	CCN	ENGINEERING SPACE FACILITIES
CKO	MISSILES AND MUNITIONS	CCO	ENVIRONMENTAL ENGINEERING
CKP	GUIDED MISSILES	CCP	ENVIRONMENTAL HEALTH ENGINEERING
CKQ	SANITARY ENGINEERING	CCQ	ENVIRONMENTAL SCIENCE
CKX	MECHANICAL ENGINEERING	CCR	CIVIL ENGINEERING (SANITARY)
CLA	ENGINEERING NUCLEAR EFFECTS	CCX	CIVIL ENGINEERING
CLB	ENGINEERING REACTOR	CDA	BIOMEDICAL ENGINEERING
CLD	CIVIL ENGINEERING (CONSTRUCTION)	CDX	ENGINEERING CERAMIC
CLE	MAINTAINABILITY ENGINEERING	CEX	ENGINEERING CHEMICAL
CLF	NUCLEAR ENGINEERING	CEY	COMPOSITE MATERIALS
CME	MATERIAL ENGINEERING	CFA	AEROSPACE ENGINEERING (SPACE TRAVEL)
CMX	ENGINEERING MARINE	CFC	SPACE SYSTEMS ENGINEERING
CNX	ENGINEERING METALLURGICAL	CFX	ENGINEERING AERONAUTICAL
CPE	POLYMER ENGINEERING	CFY	CARTOGRAPHY
CPF	POWER ENGINEERING	CFZ	ASTRONAUTICAL ENGINEERING
CPG	PLASTICS ENGINEERING	CGA	PRODUCTION DESIGN ENGINEERING
CPX	ENGINEERING MINING	CGK	GEOLOGICAL ENGINEERING
CQX	ENGINEERING PIPELINE	CGX	ENGINEERING ADMINISTRATION
CRA	FUEL TECHNOLOGY	CHA	ENGINEERING ELECTRONICS
CRM	ENERGY RESOURCE MANAGEMENT	CHB	ENGINEERING RADIO
CRX	ENGINEERING PETROLEUM	CUC	OPERATIONS RESEARCH ANALYST (ENGINEERING)
CSX	ENGINEERING PHYSICS	CUD	COMPUTER ENGINEERING (ARTIFICIAL INTELLIGENCE)
CSY	VERTICAL LIFT TECHNOLOGY	CUG	SOFTWARE ENGINEERING
CTX	ENGINEERING SAFETY	CUX	SYSTEMS ENGINEERING
CUA	COMPUTER SCIENCE (ENGINEERING)	CWX	ENGINEERING TEXTILE
CUB	OPERATIONS RESEARCH (STRATEGIC & TACTICAL SCIENCE)	CXX	ENGINEERING GENERAL
CHF	ELECTRONIC WARFARE SYSTEMS TECHNOLOGY	CYA	HUMAN FACTORS ENGINEERING
CHJ	JOINT COMMAND, CONTROL & COMMUNICATION	CYX	ENGINEERING INDUSTRIAL
CHX	ENGINEERING ELECTRICAL	CYY	ROBOTICS ENGINEERING
CKB	ENGINEERING ORDNANCE		

### **Academic Discipline Mix 5 – Nursing**

JXX NURSING GENERAL