



Welcome to Air Force Reserve Officer Training Corps (AFROTC) at Detachment 610. We operate at two host schools: North Dakota State University in Fargo, ND (serving NDSU, MSUM and Concordia College) and the University of North Dakota in Grand Forks, ND (serving UND, Park University, Mayville St. and Univ Minn-Crookston). The staff is looking forward to working with you and we're glad to have you join the ranks of the world's finest Air and Space Force.

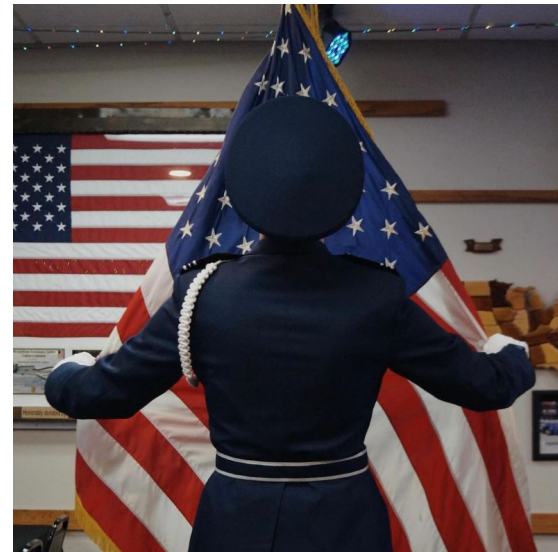
Please carefully read this entire document and ensure ALL requirements are met prior to arriving.

- Page 2 lists the items you need to do ASAP
- Page 3 lists those items you'll need to bring to New Student Orientation
- Page 4 lists recommended items
- Page 5 Fitness Standards
- Pages 6-7 are the sports physical paperwork

If you have any questions, please contact the administrative assistant at your respective university:

**NDSU:** Shelby Barta at [shelby.milburn@ndsu.edu](mailto:shelby.milburn@ndsu.edu) or call 701-231-8186

**UND:** Jessica Dunphy at [Jessica.Dunphy@und.edu](mailto:Jessica.Dunphy@und.edu) or 701-777-0437





# Please Accomplish These Items Prior to your Arrival to AFROTC



**Register for AFROTC Classes:** There are three classes you'll need each semester. The classes are held at your host school (UND or NDSU). Work with Registration and Records on your campus to register for these classes (you register for them just like you'd register for any other class). If you are at one of our crosstown schools (UM-Crookston, Mayville St, MSUM, or Concordia), your Registration and Records section will know what to do.

**1. Academic Class:**

- Fall Semester: AS111 (and AS211 if dual enrolled as a freshman and sophomore)
- Spring Semester: AS112 (and AS212 if dual enrolled as a freshman and sophomore)

**2. Leadership Laboratory (LLAB):**

- Fall and Spring Semester: AS210

**3. Physical Training (PT) — mandatory to attend, but *optional* to register for:**

- Fall and Spring Semester: AS110

**Pre-Participatory Sports Physical:** If you do not have a certified DoD physical (DODMERB/MEPS), the Pre-Participatory Sports Physical (last 2 pages of this packet) will need to be completed by a certified medical authority **NO EARLIER** than 30 days before the beginning of the semester (dated \_\_\_\_\_ or later).

**PT Gear:** Once you've created your WINGS account, email the following personnel so they can order your PT uniforms: NDSU: nathan.cowan@ndsu.edu UND: jessica.dunphy@und.edu Uniforms may take ~3 weeks after NSOP to arrive. You will be required to wear tasteful athletic gear to PT until they arrive.

**Email Requirements:** You will need access to your university email account in order to facilitate electronic delivery of our curriculum.

**NDSU/Concordia/MSUM Students:** Go to the website: <https://www.ndsu.edu/afrotc/enroll/> as soon as possible to find the "AFROTC Application Step-by-Step Guide" to create an AFROTC account and complete the information requested.

**UND Students Only:** Go to the website [https://und.edu/student-life/airforce-rotc/\\_files/docs/online-afrotc-application-step-by-step.pdf](https://und.edu/student-life/airforce-rotc/_files/docs/online-afrotc-application-step-by-step.pdf) as soon as possible to find the "AFROTC Application Step-by-Step Guide" to create an AFROTC account and complete the information requested.



## Please Bring These Items On Your First Day:



- ☐ **ORIGINAL Birth Certificate:** We need to verify authenticity and will then return the original to you. Notarized photocopies WILL NOT be accepted.
- ☐ **ORIGINAL Signed Social Security Card:** We need to verify authenticity and will then return the original to you. Notarized photocopies WILL NOT be accepted.
- ☐ **ORIGINAL Certificate of Naturalization or current, valid U.S. passport (if not born in the U.S.):** We need to verify authenticity and will then return the original to you. Notarized photocopies WILL NOT be accepted.
- ☐ **Selective Service Number (males only):** Please print out your information from [www.sss.gov](http://www.sss.gov). or bring in your card. We will photocopy it and return the original to you.
- ☐ **ACT/SAT Scores:** Please bring a copy of your ACT or SAT exam results.  
**ACT scores: [ACT.org](http://ACT.org)      SAT scores: [collegeboard.org](http://collegeboard.org)**
- ☐ **Civil Involvements:** Bring documentation/information of all involvements with civil, military or school authorities that you've ever had (parking/speeding tickets, drug/alcohol offenses, etc.), regardless of the seeming insignificance or final disposition. Include as many details of the event as possible, to include date, time, and penalty.
- ☐ **College transcript(s) and Advance Placement (AP) course certificate(s):** If you went to college elsewhere or took ANY AP courses in High School, please bring a copy of those transcript(s) as well as your high school transcript(s), or have them sent to:  

<u>NDSU Students:</u> Air Force ROTC, Det 610 NDSU Dept 2460 PO Box 6050 Fargo, ND 58108-6050	<u>UND Students:</u> Air Force ROTC, Det 610 UND Armory, Centennial Dr. Stop 8360 Grand Forks, ND 58202-8360
--	---
- ☐ **JROTC/CAP/Eagle Scout:** If you were involved in any of these programs, please bring documentation to verify highest level or years enrolled.
- ☐ **Pilot License or Certifications or Endorsements:** (Private, Sport, Solo, etc.).
- ☐ **Prior Military Service or Officer Program Documentation:** If you were prior military, please bring discharge paperwork (DD Form 214)—this includes previous officer training programs.

**Laptop with ability to connect to University Network**





# Highly Recommended Items & Dress/Appearance Standards



- ☐ \* A short-sleeve navy blue polo, tan khaki dress pants, black or brown dress shoes, black or brown belt, and black or brown socks (for PT wear as well) (This will be your official uniform as a new cadet until you are issued the official Air Force uniform).
- ☐ \* **A solid black backpack for use while in uniform (small logos are authorized).**
- ☐ Women: Hair spray and gel are OK; bobby pins, hair clips and/or ties must match your natural hair color. In uniform, your hair must be above the bottom edge of your shirt collar (it can touch the top edge of the collar), or else it needs to be pulled back in a braid or bun no greater than 3 inches in bulk. Only one set of earrings (conservative in design such as a single pearl) may be worn in uniform on the lower ear lobe only.
- ☐ Men: Your face must be clean shaven when in uniform, including for PT so bring suitable shaving supplies. Your hair will have a tapered appearance. Hair will not exceed 2 1/2 inches in bulk regardless of length and 1/4 inch at natural termination point; allowing only closely cut or shaved hair on back of neck to touch the collar. Mustaches are allowed, but not extending past the end of the upper lip.
- ☐ All cadets: Hair color may be dyed but must still present a natural appearance and be similar to your hair color (e.g. brown, black, blonde, etc....no fad/unnatural colors). Also, no faddish hairstyles (like Mohawks) or visible body piercings (other than the earlobe, ladies only). Excessive or inappropriate tattoos may need to be covered or removed.
- ☐ Dress and appearance standards will be briefed early in the semester.

***\* Indicates items are at your personal expense***

# Fitness Standards



The Physical Fitness Test (PFT) is taken every fall and spring term while a cadet is enrolled in Air Force ROTC. Scholarship cadets and cadets in the POC, however, must pass the test each fall and spring term.

The PFT is composed of three events in the following order:

- Push-ups

- Sit-ups

- 1.5 mile run

All events must be completed. There is a short rest period between each event. There is a minimum score of 75, out of a possible 100 points, that must be achieved. Keep in mind, the minimums of each area must be met, however, that will not get you to the required overall minimum of 75 points.



**ACCESSION HEIGHT AND WEIGHT STANDARDS & BODY FAT MEASUREMENT (BFM) STANDARDS**  
**(Per DoDI 1308.3, DoD Physical Fitness and Body Fat Programs Procedures)**

HEIGHT (INCHES)	POUNDS	
	MINIMUM (BMI = 19 kg/m)	MAXIMUM (BMI = 25.0 kg/m)
58	91	119
59	94	124
60	97	128
61	100	132
62	104	136
63	107	141
64	110	145
65	114	150
66	117	155
67	121	159
68	125	164
69	128	169
70	132	174
71	136	179
72	140	184
73	144	189
74	148	194
75	152	200
76	156	205
77	160	210
78	164	216
79	168	221
80	173	227