

APPLICATION AND AGREEMENT FOR ESTABLISHMENT OF A NATIONAL DEFENSE CADET CORPS UNIT		Form Approved OMB Number 0702-0170 Expires 06/30/2006
For use of this form, see AR 145-2; the proponent agency is DCS, G-1.		
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SUBJECT: Application and Agreement for Establishment of a National Defense Cadet Corps Unit.		
THRU: (1) Commander, United States Army _____ Region, _____		
(2) Commander, US Army Cadet Command (ATCC-HS), Ft Monroe, VA 23651		
TO: HQDA(DAPE-MPO), WASH, DC 20310		
APPLICATION		
By direction of the governing officials of _____ <i>Name of School and/or School System</i>		
_____, an application is hereby submitted for the <i>Location</i>		
establishment of a unit of the National Defense Cadet Corps at this school under the provisions of Section 4651, Title 10, United States Code.		
CONTRACT		
1. Contingent upon the acceptance of the above application and conditioned upon the fulfillment of all promises enumerated in paragraph 2 following, the Secretary of the Army agrees as follows:		
a. To establish a unit of the National Defense Cadet Corps (NDCC) at the school named above.		
b. To provide for use in the NDCC program such available Government property as may be authorized by law and applicable tables of allowances.		
2. Contingent upon the acceptance of this application by the Secretary of the Army, and conditioned upon the fulfillment of the promises enumerated in paragraph 1 above, the governing authorities of this school agree as follows:		
a. To provide appropriate academic credit applicable toward graduation for a course of instruction as prescribed by the Secretary of the Army, which will be <input type="checkbox"/> required, or <input type="checkbox"/> elective.		
b. To conduct the following type of NDCC training: <input type="checkbox"/> (1) Academic track; <input type="checkbox"/> (2) Technical track; and <input type="checkbox"/> (3) To establish the unit as a _____ single unit, or _____ part of a multiple unit system.		
c. To make available for use by the NDCC unit necessary and adequate classrooms, administrative offices, office equipment, instructional supplies, storage space, drill field, utilities, to pay the cost and maintenance thereof, and other required facilities in a fair and equitable manner in comparison with other departments of the institution for other elements of the institution if the institution does not have departments, and to pay the costs of utilities and maintenance thereof. To make available in the NDCC office a telecommunication line suitable for Internet connectivity and data transfer and to pay the cost of installation and maintenance thereof.		
d. To employ qualified instructors authorized and approved by the Army to administer the military courses, at no expense to the Government (in addition to one officer and one noncommissioned officer per unit). Contract periods will be negotiated to permit year round management of the program and control of Government property. School authorities agree to pay retired Army NDCC instructors in accordance with applicable federal law and regulations. NDCC instructors should be paid in the same manner as JROTC instructors as depicted in AR 145-2. Ensure that instructors are under contract and therefore provided liability insurance (and proof thereof) through the school or schools sponsored activities or duties (including extra curricular activities, i.e., summer camp, adventure training, drill competition, student/teacher competitions, etc.).		
e. To request from CG, U.S. Army Cadet Command permission to hire, by name and position, the individuals to be employed as the Senior Army Instructor and Army Instructor.		
f. To appoint a military property specialist (MPS) who is not on active duty with the Army and who will be empowered to requisition, stock, and account for Government property issued to the school and otherwise to transmit matters pertaining thereto, for and in behalf of the school. If this duty is assigned to a retired Army individual who is also employed as an NDCC instructor, that person will be provided a minimum of one class period daily to complete MPS requirements.		
g. To notify the CG, U.S. Army Cadet Command of the name and position of the individual designated as military property custodian.		
h. To conform to the regulations of the Secretary of the Army relating to issue, care, use, safeguarding, turn-in, and accounting for such Government property as may be issued to the school.		
i. To comply with provisions of law, and the regulations of the Secretary of the Army, pertaining to the furnishing of a bond and/or insurance to cover the value of all Government property issued to the school, except		
expended articles, and supplies properly expended in operation, maintenance, and instruction.		
j. To maintain an enrollment in the institution of not less than 100 physically fit students for 10% of the student population, whichever is first) who are in a grade above the 8th grade.		
k. To adhere to a policy of nondiscrimination on the basis of race, sex, color, or national origin with respect to admission or subsequent treatment of students and instructors.		
l. To require instructors to wear Army uniforms to accomplish NDCC duties. Any additional clothes given to instructors for accomplishment while in uniform will be appropriate and in no way detract the individual, the uniform, or the U.S. Army.		
m. To encourage and support the professional development of NDCC instructors and permit attendance at orientation/instructor training workshops/conferences.		
n. To assist the Army in ensuring quality instruction by providing written annual performance appraisals to CG, U.S. Army Cadet Command using appraisal forms provided by the Army.		
o. To conform to the regulations of the Secretary of the Army relating to the conduct of the National Defense Cadet Corps program.		
3. It is mutually understood and agreed as follows:		
a. That this contract shall become effective when the authorities of this school have been notified officially that the Army has approved the establishment of a National Defense Cadet Corps unit on the date specified.		
b. That the Army shall have the right at any time to withdraw approval and authorization of any personnel employed by the school pursuant to paragraph 2d above. Such withdrawal of authorization of any personnel employed by the school pursuant to paragraph 2d above will require the dissociation of the individual from the JROTC program.		
c. That this contract may be terminated in the following manner:		
(1) At any time, by mutual consent and agreement of both parties.		
(2) Upon the giving of one year's notice of such intent to terminate by either party.		
(3) If the NDCC unit is placed on probation pursuant to regulations prescribed by the Army.		
(4) Except for enrollment, this contract will terminate at the end of one year from the date the unit was placed on probation, unless the reason for such probationary status has been removed to satisfaction of the Army prior to such expiration.		
(5) For enrollment, if the NDCC unit is in at least its third year of operation and does not satisfy the enrollment requirements in 2j) above, the unit will be automatically placed on probation. If enrollment requirements are not met within 30 days of the beginning of the next school year, the contract will be terminated at the end of that school year.		
4. This contract supersedes all existing contracts between the Department of the Army and the school pertaining to this matter.		
FOR THE INSTITUTION		
TYPED NAME AND TITLE	SIGNATURE	DATE
FOR THE SECRETARY OF THE ARMY		
TYPED NAME AND TITLE	SIGNATURE	DATE

THE FOLLOWING AGREEMENT AND INFORMATION IS TO BE CONSIDERED AS PART OF THIS CONTRACT					
AGREEMENT REGARDING FACILITIES TO BE PROVIDED FOR THE USE OF THE NATIONAL DEFENSE CADET CORPS PROGRAM, WITHOUT EXPENSE TO THE DEPARTMENT OF THE ARMY					
<i>The activities of the above-named institution agree that the facilities specified below shall be furnished for the use of the NDCC program, without expense to the Department of the Army (places such as "as needed," "as required," etc., will not be used in describing the following):</i>					
1. OFFICES				2. STORAGE ROOMS	
NO. OF ROOMS	SQ. FT.	BUILDING OR STRUCTURE	EXCLUSIVE OR JOINT USE	NO. OF ROOMS	EXCLUSIVE OR JOINT USE
<i>NOTE: Storage rooms, particularly for clothing and small articles of equipment, must be adequately lighted and ventilated and be provided with shelving, lockers, and locked access racks. Windows must be securely barred and doors reinforced and fitted with cylinder locks.</i>					
3. CLASSROOMS					
NO. OF ROOMS AND SQ. FT.		SEATING CAPACITY	EXCLUSIVE OR JOINT USE		
<i>NOTE: Classroom must be adequately lighted and ventilated and provided with standard equipment. If joint use is specified, rooms must be available for Army ROTC classes when scheduled.</i>					
4. ASSEMBLY HALL					
SEATING CAPACITY		PROJECTION EQUIPMENT IS PROVIDED FOR		WILL BE AVAILABLE FOR NDCC CLASSES AS FOLLOWS	
5. GYMNASIUM					
SIZE OF GYM OR OTHER INDOOR DRILL AREA		WILL BE AVAILABLE FOR NDCC CLASSES AS FOLLOWS			
6. OUTDOOR DRILL AREA					
SIZE		WILL BE AVAILABLE FOR NDCC CLASSES AS FOLLOWS			
7. TARGET RANGE <input type="checkbox"/> INDOOR <input type="checkbox"/> OUTDOOR					
NO. OF FIRING POINTS		WILL BE UNDER JURISDICTION OF			
8. REMARKS					
AN ORIGINAL AND FIVE COPIES OF THIS FORM WILL BE MADE. ONE COPY WILL BE KEPT BY THE INSTITUTION AND THE ORIGINAL AND FOUR COPIES WILL BE FORWARDED AS FOLLOWS:					
1. To Commander, US Army First ROTC Region, Ft Bragg, NC 28307, from those in -					
Connecticut	Maryland	North Carolina	Virginia		
Delaware	Massachusetts	Pennsylvania	West Virginia		
District of Columbia	New Hampshire	Rhode Island	Europe		
Georgia	New Jersey	South Carolina	Panama		
Maine	New York	Vermont	Porto Rico		
2. To Commander, US Army Second ROTC Region, Ft Knox, KY 40121, from those in -					
Alabama	Kentucky	Missouri	Wisconsin		
Florida	Louisiana	Ohio	Virginia		
Illinois	Michigan	Tennessee			
Indiana	Mississippi	West Virginia			
3. To Commander, US Army Fourth ROTC Region, Ft Lewis, WA 98435, from those in -					
American Samoa	Guam	Montana	Oregon		
Alaska	Hawaii	Nebraska	South Dakota		
Arizona	Idaho	Nevada	Texas		
Arkansas	Iowa	New Mexico	Utah		
California	Kansas	North Dakota	Washington		
Colorado	Minnesota	Oklahoma	Wyoming		

DATA PERTAINING TO SCHOOL	
NAME OF SCHOOL	COMPLETE MAILING ADDRESS (include ZIP code)
1. TYPE OF SCHOOL (Check appropriate box) <input type="checkbox"/> MUNICIPAL <input type="checkbox"/> STATE <input type="checkbox"/> DENOMINATIONAL (Specify)	
2. LIST ACCREDITING AGENCY	
a. REGIONAL	
b. STATE	
c. OTHER	
3. TOTAL ENROLLMENT	4. ESTIMATED NO. OF QUALIFIED STUDENTS WHO WILL ENROLL IN THE NOCC PROGRAM
5. LIST TECHNICAL COURSES OFFERED AT THE SCHOOL	
6. WILL STUDENTS BE GIVEN A MEDICAL EXAMINATION? <input type="checkbox"/> YES <input type="checkbox"/> NO	
7. A SCHOOL BAND <input type="checkbox"/> WILL <input type="checkbox"/> WILL NOT BE AVAILABLE FOR NOCC CEREMONIES.	