AFROTC DETACHMENT 225

New Cadet Orientation (NCO) – What You Need To Know

Arrival

All Cadets should arrive at Pasquerilla Center between 9-10 AM on Sunday, 13 August. The NCO maps on the website will direct you to the ROTC building and parking. When you report to the in-processing desk, cadets need to have their manila folder with all required documentation. Parents can opt for a guided tour of the campus with an upperclass cadet or enjoy the local area and get an early lunch until the welcome briefing begins at 1130. If you have indicated the need to store dormitory items, upperclass cadets will assist parents in moving the items to storage while the cadets are in-processing. Parents will receive the manila folders with the Birth Certificates, SSN cards, etc. at the welcome briefing.

All cadets must arrive with hair in regulations as outlined in AFI 36-2903 and males must be clean shaven (See 2017 Dress Highlights on the NCO webpage). If a cadet arrives with hair outside of regulations, they will be removed from training Monday morning and taken to the on-campus barber shop/hair salon to get hair placed within regulations at their own expense.

Finances

There is a $90.00 New Cadet Orientation fee to help offset the costs of meals, lodging, and other expenses. Please make your check payable to “University of Notre Dame” and have it in your manila envelope.

Additionally, all scholarship recipients are entitled to government reimbursement of travel expenses incurred during their initial trip to Notre Dame. Scholarship students will complete a travel voucher during scholarship processing later in the week, so please be sure to maintain good records of departure and arrival times for each travel day. Also, please keep all of your receipts (meals, lodging, fuel, tolls, etc.)! If you travel by commercial air, retain your ticket receipts. If you use a taxi or bus, ask the driver for a receipt. The reimbursement claim process will take between 4-6 weeks.

Lodging

All new Air Force ROTC cadets will stay in temporary housing on Notre Dame’s campus during NCO. As you will only be staying there four evenings, pack an overnight bag with only required and essential toiletry items (see What To Bring). Pillowcases, pillows and sheets will be provided. All other items for permanent dorm rooms (e.g., suitcases, computers, golf clubs, radios, etc.) will be stored in a locked room in Pasquerilla Center. Students will be able to move into their permanent dorm rooms at their respective school on Thursday, 17 August.
What to Bring

Most importantly, we need you to come with ENTHUSIASM and SPIRIT; this is the start of an incredible journey. Many things you will need for orientation are supplied for you, including uniforms and Physical Training gear. In addition to the items we will be providing you, it is also important that you pack some personal necessities. As mentioned earlier, you will be staying in a temporary dorm, so you will need to bring an overnight bag. A locked room at Pasquerilla Center will be available to keep all your things you will eventually move into your permanent dorm, but it would be wise to plan for three days without those locked items. Below is a list of personal items you will need for our orientation program. This is just the bare necessities; you may bring more but know that you will be carrying all items to your dorm. If you have further questions, feel free to contact us (see Contact Us).

Packing List:
- 1 T-Shirt and 1 Athletic Short (to sleep in)
- Running Shoes (1 pair required / 2 Recommended)
- White/Black ankle socks (8 pair)
  - White/Black Socks should not have any visible logos when worn with running shoes. Also, bring conservative workout clothes.
- Undergarments (6 sets)
- Toiletries
  - All: Shampoo, soap, toothbrush, toothpaste, deodorant
  - Males: Shaving cream and razor
  - Females: Hair spray, bobby pins, hair bands (matching your hair color) and any necessary feminine hygiene products
- Bath towel
- Shower Shoes (if desired)
- Appropriate Civilian Attire for morale event
  - Dockers or jeans without holes
  - Collared shirt (long or short sleeves)
  - Closed-toe shoes (athletic shoes may be worn)

Paperwork:

See the NCO checklist on the website for the complete list of all paperwork that you need to:
- Fill out and return to us before NCO
- Original documents you need to bring
- Copied documents you need to bring

Place all paperwork in a Manila Envelope with cadet’s last name, first name written legibly in the upper right hand corner. You cannot be enrolled in AFROTC if you do not bring all required items with you NCO. If you have any questions at all, please contact Mrs. Million or SSgt Doll (see “Contact Us” below)

Note: You may bring a cell phone or other electronic devices, however they must be kept in a locked room with other baggage during NCO and may only be used in an emergency.
Parents

Parents and families are invited and encouraged to attend the introductory briefing at 1130 in Hesburgh Library on Sunday, 13 August. You will have an opportunity to meet the Detachment 225 commander, Colonel Bowen, the cadre and parents of other ROTC cadets. You will also have the opportunity to have a Q&A with the detachment cadre about ROTC, cadet life, opportunities available to cadets and ask any questions at all you may have about the program. Additionally, at the end of NCO you are invited to attend a closing ceremony where you will be able to see what your cadet has accomplished during the week as well as the enlistment ceremony for 4-year scholarship cadets, a Retreat ceremony and the placing of the new cadet’s 2Lt Bar in the unit’s display case. This will be at 1100 on Thursday, 17 August.

Physical Fitness

Being in the military includes being in good physical shape. There will be several hours of Physical Training during NCO, so new cadets MUST get in shape over the summer. Many activities will push cadets physically; arrive at NCO prepared. Cadets should be able to meet the minimum goals of the PFA (see Cadet Knowledge Handbook), and push themselves to excel past them.

Knowledge

Knowledge is an important part of being a cadet. New cadets are expected to have a basic understanding of everything in the Cadet Handbook. Cadets should have the “Warrior Knowledge” (pages 28-34) and highlighted (*) portions (page 5 and page 20) of the NCO Cadet Handbook memorized upon arrival at NCO. A hard copy will be provided to each cadet at in-processing.

Contact Us

Please contact us any time with any questions. There is a lot of paperwork and we are glad to help!

Phone: (574) 631-6634

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