



DEPARTMENT OF THE NAVY  
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OPNAVINST 5761.1  
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OPNAV INSTRUCTION 5761.1

From: Chief of Naval Operations

Subj: NAVY JUNIOR RESERVE OFFICERS TRAINING CORPS AND NAVY  
NATIONAL DEFENSE CADET CORPS PROGRAMS

Ref: (a) 10 U.S.C.  
(b) DoD Instruction 1205.13 of 6 February 2006  
(c) ASN (M&RA) memo of 20 Apr 2011 Establishment of Navy  
National Defense Cadet Corps Program  
(d) DoD 5500.07-R, Joint Ethics Regulation (JER),  
November 2011  
(e) SECNAVINST 5720.44C  
(f) DoD 4515.13-R, Air Transportation Eligibility,  
November 1994  
(g) NAVSUP P-486  
(h) DoD 4160.21-M, Defense Materiel Disposition Manual,  
August 1997  
(i) DoD 4500.36-R, Management, Acquisition, and Use of  
Motor Vehicles, March 2007

Encl: (1) Guidelines and Procedures for Implementation of the  
NJROTC Program  
(2) Guidelines and Procedures for Implementation of the  
NNDCC Program  
(3) Department of the Navy Regulations Governing Naval  
Honor Schools

1. Purpose. To assign responsibilities for support of the Navy  
Junior Reserve Officers Training Corps (NJROTC) Program and the  
Navy National Defense Cadet Corps (NNDCC) Program, and to issue  
regulations governing educational institutions designated as  
naval honor schools.

2. Cancellation. OPNAVINST 1533.5C.

### 3. Background

a. Reference (a), section 2031, establishes the Junior Reserve Officers Training Corps (JROTC) Program as a formalized academic program in secondary educational institutions. Reference (b) regulates how the Navy administers the program at selected schools. Except as provided in reference (b) for military institute schools, the Navy should not establish or maintain an NJROTC unit at any school which hosts an Army, Marine Corps, or Air Force JROTC unit. The Marine Corps shall manage and administer its own JROTC and honor school programs.

b. Reference (a), section 2034, grants the Navy the authority to issue arms, tentage, and equipment to educational institutions that do not have a NJROTC unit, but teach a course in military training prescribed by the Navy to a student body of at least 50 students who are in a grade above the eighth grade. The Navy exercises this authority through the NNDCC Program established by reference (c). The NNDCC Program provides secondary educational institutions that do not qualify for, do not wish to host, or currently cannot be offered an NJROTC unit an opportunity to provide training modeled after the NJROTC Program. The NNDCC Program expands student opportunities to learn the values of citizenship and leadership, service to the United States, and personal responsibility and to attain a sense of accomplishment.

4. Policy. The Navy should support the NJROTC and NNDCC Programs within the limits of available resources and legal requirements, including reference (a), sections 2031 and 2034, and references (b) through (d). Enclosure (1) provides guidelines and procedures for managing the NJROTC Program. Enclosure (2) provides guidelines and procedures for managing the NNDCC Program. Enclosure (3) provides regulations for governing naval honor schools.

### 5. Roles and Responsibilities

#### a. Naval Service Training Command (NSTC)

(1) Provide overall planning, management, and policy affecting the administration of the NJROTC and NNDCC Programs.

(2) Propose recommendations to Commander, Naval Education and Training Command, the Deputy Chief of Naval Operations (Manpower, Personnel, Training, and Education) (DCNO (N1)), and the Chief of Naval Operations for submission to the Assistant Secretary of the Navy (Manpower and Reserve Affairs) (ASN (M&RA)) regarding the establishment, disestablishment, and reestablishment of NJROTC and NNDCC units.

(3) Deliver instructor training, certify applicants for instructor positions, and inform school authorities of the instructors' certification status.

(4) Administer the NJROTC and NNDCC Programs through regional NJROTC area managers.

(5) Monitor the compliance of each NJROTC and NNDCC unit with curricular standards and verify the protection and maintenance of Government property through periodic area manager inspections. Provide inspection guides for NJROTC and NNDCC units.

(6) Program and provide resources for operation of NJROTC and NNDCC units, including funding and other logistic support to the extent justified and as permitted under applicable legal authority, including reference (a), sections 2031 and 2034, and references (b) through (d).

(7) Administer the naval honor school program, per enclosure (3).

b. Fleet Commanders; Commander, Navy Reserve Force; Ship and Shore Activity Commanders. Provide optimum support in terms of airlift, cruises, indoctrination flights, summer training events, and orientation visits for the NJROTC Program, as permitted by law and regulation under reference (a), section 2031, and reference (b). Provide NNDCC Program support allowable by law under reference (a), section 2034, and reference (d). Activities should promote citizenship development, enhance NJROTC and NNDCC cadets' training experiences, and foster cadets' interest in the NJROTC and NNDCC Programs. The NJROTC program is a Department of Defense (DoD) program mandated by reference (a), and shall be given priority in receiving such support over non-DoD youth programs or organizations. As appropriate under reference (e), Navy shall

publicize NJROTC and NNDCC activities through public affairs channels. Types of supporting activities that the Navy can make available include, but are not limited to:

(1) Orientation tours of naval shore activities and Navy platforms.

(2) On-the-job training and classroom instruction at naval activities.

(3) Orientation cruises.

(4) For NJROTC only, airlift in support of tours, training, and cruises as permitted by law, pursuant to reference (f).

(5) Use of messing facilities in support of tours, training, and cruises at rates payable by non-profit youth groups under provision of reference (g).

(6) Exhibits, Navy bands, static displays (including aircraft, etc.) at national, state, and local youth meetings.

(7) Use and acquisition of DoD personal property as set forth in reference (h).

(8) Navy color guards and similar ceremonial support for national, state, and local events.

(9) Use of active duty or reserve senior officer (O-5 and above), if available, to serve as guest inspectors at NJROTC and NNDCC unit inspections.

(10) Use of the Navy Recruit Training Command facilities to conduct 1 to 2 weeks of basic leadership training.

(11) Local motor vehicle transportation as deemed appropriate, pursuant to reference (i).

(12) Emergency medical care on a humanitarian basis during authorized orientation cruises and field trips.

(13) Other training or orientation considered appropriate by NSTC for NJROTC and NNDCC cadets.

6. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed per Secretary of the Navy (SECNAV) Manual (M-)5210.1 of January 2012.

7. Forms and Reports Control

a. NSTC 5761/101 Host School Application is available for download from Naval Forms Online <https://navalforms.documentservices.dla.mil/web/public/home> and from the NJROTC Web site at <https://www.njrotc.navy.mil/forms.asp>.

b. OMB 0703-XXXX (OMB pending) has been assigned to the data collection on NSTC 5761/101.

c. The inspection reports contained in enclosure (1), subparagraphs 4d(1) and 4d(2)(a) are exempt from reports control by SECNAV M-5214.1 of December 2005, part VI, paragraph 7n.



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GUIDELINES AND PROCEDURES FOR IMPLEMENTATION OF THE  
NJROTC PROGRAM

1. Definitions

a. Active Duty Pay and Allowances. NJROTC instructor pay shall be computed as set forth in DoD 7000.14-R, Department of Defense Financial Management Regulations (FMRS), June 2012.

b. Senior Naval Science Instructor. The senior retired Navy, Marine Corps, or Coast Guard commissioned officer employed by the secondary school to supervise its NJROTC Program.

c. Naval Science Instructor. A retired Navy, Marine Corps, or Coast Guard officer or enlisted person employed by the secondary school to assist the senior naval science instructor.

d. Military Institute Schools. Military schools at the secondary level of instruction which:

(1) Require a 4-year course in military training.

(2) Organize their students as a corps of cadets under constantly maintained military discipline.

(3) Require all members of the corps, including those members enrolled in the military training, to be in uniform when on campus.

(4) Have as their objectives the development of student character through military training, the regulation of student conduct per the principles of military discipline, and the meeting of military standards similar to those maintained at military service academies.

e. Military Junior College Schools. Military schools that provide high school and college instruction but do not confer baccalaureate degrees.

f. Navy Junior Reserve Officers Training Corps (NJROTC) Unit. The organized group of NJROTC students and instructors at one secondary school.

g. Regular NJROTC Student. An enrolled student who is a citizen or national of the United States, or an alien lawfully

admitted to the United States for permanent residence, is in a grade above the eighth grade, and is physically qualified to participate in the school's normal physical education program and in all NJROTC activities.

h. Retired. Persons retired from active duty and members of the Retired Reserve.

i. Special NJROTC Student. An enrolled student who is not otherwise eligible to be classified as a regular NJROTC student but is authorized by the secondary educational institution concerned to participate as a cadet in the NJROTC unit, wear the NJROTC cadet uniform, and participate in unit activities. The Navy shall not include special NJROTC students when determining whether a unit meets the minimum enrollment criteria stipulated by reference (a), section 2031.

j. School Year. The period from 1 July to 30 June.

k. Academic Year. Per reference (b), the period of time within a school year necessary to complete one NJROTC course, normally consisting of not less than 7200 minutes of instruction.

## 2. NJROTC Objectives

- a. Promote patriotism.
- b. Develop informed and responsible citizens.
- c. Promote habits of orderliness and precision.
- d. Develop a high degree of personal honor, self-reliance, and individual discipline.
- e. Promote an understanding of the basic elements and need for national security.
- f. Develop respect for and an understanding of the need for authority in a democratic society.
- g. Promote community service.

- h. Provide incentives to live healthily and drug-free.
- i. Develop leadership potential.
- j. Provide an alternative to gangs.
- k. Promote high school completion.
- l. Provide information on the military services as a possible career.

3. Policy

a. The Navy shall provide for a fair and equitable geographical distribution of NJROTC units.

b. Per reference (b), NSTC shall prescribe an NJROTC curriculum of at least 3 academic years.

c. Cadets are authorized to enroll in appropriate unclassified Navy correspondence and online courses.

d. Individuals presenting evidence of successful completion of at least three courses of the JROTC Program under any military department shall be entitled to advanced promotion at least to the pay grade of E-3 upon initial enlistment in an active or reserve component of the Navy.

4. Establishment of Units. Units are established, disestablished, and reestablished by ASN (M&RA).

a. Eligibility Requirements. A school which desires the establishment of an NJROTC unit must:

(1) Meet the criteria listed in reference (a), section 2031, and

(2) Be fully accredited by a regional accrediting agency, or,

(3) When required, be approved by the appropriate state agency.

b. Application Procedures. Secondary school officials shall apply for an NJROTC unit by downloading an application at [https://www.njrotc.navy.mil/starting\\_unit.asp](https://www.njrotc.navy.mil/starting_unit.asp). Applications should be submitted as instructed on the application form no later than 15 September for schools desiring to start a unit in the following school year. Applications submitted after 15 September will be accepted but may be held for a decision in the following school year. NSTC personnel shall note the date and time at which they receive each complete NJROTC application. Incomplete applications shall be returned with a letter explaining deficiencies. If a completed application satisfies NJROTC eligibility requirements, NSTC shall notify the school in writing. Eligible schools shall be inspected by Navy representatives to determine the adequacy of resources for the NJROTC Program.

c. Selection of New Units. Schools selected for a new unit must enter into an agreement with NSTC which sets forth the terms and conditions for establishing and maintaining an NJROTC unit, including the provisions required by reference (b). Subject to availability of funds, NSTC should consider applications for NJROTC units in the following order of priority:

(1) Schools which hosted an NJROTC unit but were disestablished by the Navy for enrollment non-compliance in 2011 or later, currently host an NNDCC unit that is in good standing, have reapplied for an NJROTC unit, and have met the criteria for an NJROTC unit listed in reference (b) for each of the last 2 consecutive academic years preceding reestablishment.

(2) Schools which have not hosted an NJROTC unit, currently host an NNDCC unit, have applied for an NJROTC unit, and have met the criteria listed in reference (b) for each of the last 2 consecutive academic years preceding establishment request.

(3) Schools that have not hosted an NJROTC or NNDCC unit prior to the date of their NJROTC application.

d. Conditions for Retention of Units. Each NJROTC unit must continue to meet the eligibility requirements set forth in reference (a), section 2031, and reference (b), and those in their agreement with the Navy that established the unit. An

NJROTC area manager shall inspect each unit every 2 years, to include a curricular review, participation count, military standards assessment, curricular material appraisal, interview of instructor(s), audit of Government property, and overall assessment of the program's compliance.

(1) Evaluation Status. When NSTC determines that an NJROTC unit does not maintain the agreement's requirements (other than for enrollment), NSTC shall notify host school officials that the Navy has placed the unit in an evaluation status, outlining the deficiency(ies) and the date by which the school must rectify the deficiency(ies). If the condition(s) causing the evaluation status remain uncorrected, NSTC may place the unit in a probationary status.

(2) Probationary Status for Reasons Other Than Low Enrollment. When NSTC determines that an NJROTC unit does not meet the standards (other than for enrollment) required by law or regulation, the host school shall be notified in writing that the unit has been placed in a probationary status, outlining the deficiency(ies) and the date by which the deficiency(ies) must be corrected. The designated probationary period shall not exceed 1 school year. Units which are placed on probationary status shall be inspected by a representative of NSTC during the probationary period. A report of the inspection shall be submitted to NSTC with recommendations to terminate or continue the probationary status or disestablish the unit. NSTC may recommend the unit for disestablishment at the conclusion of the probationary year if the school fails to correct the reason(s) for the probation.

(3) Probationary Status for Low Enrollment. Units that are in at least their third academic year of operation that have not met statutory minimum enrollment of reference (a), section 2031, by 1 October should be placed on probation immediately. No later than the end of the academic year in which the units have been placed on probation, NSTC shall evaluate the unit's potential to attain minimum enrollment within 90 days from the beginning of the fall school term. If this evaluation indicates that the unit is more likely than not to meet minimum enrollment requirements, the unit may be continued on probation pending determination of actual enrollment not later than 90 days after the beginning the following academic year. If the school fails

to meet minimum required enrollment at that time, NSTC may recommend the unit be disestablished no later than 30 June of that academic year.

5. Disestablishment and Conversion of Units

a. Reasons for Disestablishment. Navy may disestablish an NJROTC unit for any of the following reasons:

(1) Request by host school officials to ASN (M&RA).

(2) At the direction of SECNAV if ASN (M&RA) has determined that the unit has failed to maintain required standards and then failed to remedy the condition(s) which resulted in a probationary status.

(3) When SECNAV determines disestablishment serves the best interest of the Navy.

b. Return of Government Property. Upon approval of disestablishment by ASN (M&RA) or SECNAV, as appropriate, the school should return all Government property to the Navy in an orderly and timely manner. All such property shall be returned by the school at the Navy's cost and per Navy directions.

c. Conversion to NNDCC. Navy may offer schools identified for disestablishment the opportunity to host an NNDCC unit. Procedures governing NNDCC units are delineated in enclosure (2) of this instruction. In cases where schools apply for and are approved to host an NNDCC unit, subparagraph 5b of this enclosure does not apply, and the school should retain all previously issued government property to support its newly formed NNDCC unit.

6. Conversion to NJROTC Units. Upon application by the school and subject to availability of funds, Navy, in its sole discretion, may establish an NJROTC unit at a school that:

a. Either hosted an NJROTC unit disestablished for enrollment noncompliance in calendar year 2011 or later, or hosted a new NNDCC unit at a school that has not previously hosted an NJROTC unit; and

b. Hosts an NNDCC unit that:

(1) Has been established for at least 2 consecutive academic years;

(2) Is not in a probationary or evaluation status;

(3) Has met or exceeded all of the requirements for an NJROTC unit set forth in reference (b) for each of the 2 consecutive academic years preceding the date of its NJROTC reestablishment application; and

c. Agrees to employ personnel qualified, per reference (a), section 2031, and reference (b), to instruct the NJROTC Program, including having prior military service.

7. Instructors

a. Public, private, and DoD Dependent School instructors whose qualifications and performance of duty meet the standards prescribed by NSTC should be authorized as follows:

(1) NJROTC units will be authorized 1 retired officer instructor and 1 retired enlisted instructor for up to 150 enrolled cadets.

(2) When cadet enrollment reaches 151 cadets, a third naval science instructor may be authorized. Further increases are authorized in increments of 100 cadets (i.e., 251, 351, etc.). As an exception, NSTC may authorize substitution of an officer for an enlisted instructor, and vice versa, when appropriate.

b. NJROTC instructors are employees of the school and are responsible to host school officials for conduct of the program. They must meet Navy requirements and maintain standards acceptable to the Department of the Navy in order to secure and retain their instructor certification. Prior to hiring an NJROTC instructor, the school must submit the applicant's name to NSTC and await confirmation that the instructor has been certified to instruct NJROTC courses. NSTC shall notify school authorities promptly when an instructor has been decertified.

c. Retired military Service Members serving as NJROTC instructors shall wear the appropriate uniform of their Service while conducting the NJROTC Program and, at such other times as considered appropriate, under the respective uniform regulations.

## 8. Students

a. Enrollment. To be eligible for enrollment and continuance in an NJROTC unit, a student must:

(1) Be enrolled in and attending a regular course of instruction at the host school, or be authorized by the school's enrollment policy (e.g., home-schooled student or cross-enrolled from a different school) in a grade above eighth grade.

(2) Be a United States citizen or national, or alien lawfully admitted to the United States for permanent residence.

(3) Be physically fit to participate in NJROTC training. A student is considered physically fit to participate in all NJROTC activities if able to participate fully in the normal physical education program of the school.

(4) Be selected by the senior naval science instructor with the approval of the school principal or his or her representative.

b. Disenrollment. A student may be disenrolled by the senior naval science instructor, with the approval of the principal, for any of the following reasons:

(1) Failure to maintain the standards required for enrollment.

(2) Lack of aptitude, indifference to training, disciplinary reasons, or undesirable traits of character.

(3) Disenrollment from the school.

(4) Request of the student.

c. Transfer of Students. Transfer of cadets from Army, Air Force, Marine Corps, Coast Guard, and other Navy JROTC units and NDCC units is authorized, and full credit should be given for JROTC training received.

9. Supplies and Maintenance

a. Issue of Equipment. Equipment authorized for issue includes military equipment not needed for training of the regular and reserve components of the Navy, course texts, classroom instructional equipment, training aids, drill rifles, and uniforms. Authorized equipment shall be issued to a military property custodian, an NJROTC instructor appointed in writing by the principal of the school.

b. Uniforms. Navy should issue NJROTC cadets uniforms except where a military junior college or military institute school requires a distinctive uniform. NSTC shall prescribe the type, number, and manner of wear for uniforms and insignia.

c. Transportation and Storage Costs. Transportation charges for shipment of Government property to and from the school, including packaging and handling charges, shall be paid by Navy. All other costs incident to maintenance and local storage and safeguarding of the Government property shall be paid by the school.

d. Coverage for Loss and Damage to Property. The host school is responsible for any and all loss of or damage to Government property. The school should provide an indemnity bond or obtain an insurance policy to cover this liability, naming the "United States of America" as an additional insured.

GUIDELINES AND PROCEDURES FOR IMPLEMENTATION OF THE  
NNDCC PROGRAM

1. Definitions

a. NNDCC Instructor. Personnel hired by the host secondary educational institution who are certified by NSTC to administer the Navy-approved curriculum. The host school bears the full cost of their salary and benefits.

b. NNDCC Unit. The organized group of NNDCC students and instructors at one secondary school.

c. NNDCC Cadet. An enrolled student who is in a grade above the eighth grade and is physically qualified to participate in the school's normal physical education program and in all NNDCC activities. NNDCC cadets must maintain acceptable standards of conduct, wear the prescribed NJROTC cadet uniform, and conform to the personal grooming standards established for cadets in the NJROTC Program. NSTC shall consider eligible NNDCC units and cadets for NJROTC recognition and awards using the same standards as those applicable to NJROTC units, including Navy Reserve Officer Training Corps' (NROTC) scholarships.

d. Retired. Persons retired from active duty and members of the Retired Reserve.

e. Military Institute Schools. Military schools at the secondary level of instruction that:

(1) Require a 4-year course in military training.

(2) Organize their students as a corps of cadets under constantly maintained military discipline.

(3) Require all members of the corps, including those members enrolled in the military training, to be in uniform when on campus.

(4) Have as their objective the development of student character through military training, the regulation of student

conduct per the principles of military discipline and the meeting of military standards similar to those maintained at military service academies.

f. Military Junior College Schools. Military schools that provide high school and college instruction but do not confer baccalaureate degrees.

g. School Year. The period of 1 July to 30 June.

h. Academic Year. Per reference (b), the period of time within a school year necessary to complete one NJROTC course, normally consisting of not less than 7200 minutes of instruction.

## 2. Policy

a. NSTC shall prescribe for NNDCC units the same curriculum of at least 3 academic years as prescribed for NJROTC under reference (b).

b. Cadets are authorized to enroll in appropriate unclassified Navy correspondence and online courses.

c. Individuals presenting evidence of successful completion of at least three courses of the NNDCC Program, or a program conducted by another military department under sections 4651 and 9651 of reference (a), or any successor statutes thereto, will be entitled to advanced promotion at least to the pay grade of E-3 upon initial enlistment in an active or reserve component of the Navy.

3. Establishment of NNDCC Units. A unit is established or disestablished by ASN (M&RA).

a. Eligibility Requirements. A school which desires the establishment of an NNDCC unit must:

(1) Meet the criteria listed in reference (a), section 2034; and

(2) Be fully accredited by a regional accrediting agency; or

(3) When required, be approved by the appropriate state agency.

b. Application Procedures. The NNDCC Program shall be advertised by NSTC to all State departments of education. Information about the program should also be maintained on the NSTC Web site identified in this paragraph. Secondary school officials shall apply for an NNDCC unit by downloading and completing an NSTC 5761/101 Host School Application located at [https://www.njrotc.navy.mil/pdfs/NSTC%205761-103%20-%20NNDCC%20Host%20School%20Application%20\(11-12\).pdf](https://www.njrotc.navy.mil/pdfs/NSTC%205761-103%20-%20NNDCC%20Host%20School%20Application%20(11-12).pdf). Applications should be submitted as instructed on the application form. NSTC 5761/101s should be submitted no later than 15 September for schools desiring to start a unit in the following school year. NSTC 5761/101s submitted after 15 September will be accepted but may be held for a decision in the following school year. NSTC personnel shall note the date and time at which they receive each completed NNDCC application. Incomplete NSTC 5761/101s shall be returned with a letter explaining deficiencies. If a completed NSTC 5761/101 satisfies NNDCC eligibility requirements, NSTC shall notify the school in writing. Eligible schools shall be inspected by Navy representatives to determine the adequacy of resources for the NNDCC Program.

c. Selection of New NNDCC Units. Subject to availability of funds, NSTC should select schools for NNDCC unit establishment that meet eligibility criteria per reference (a), section 2034. If ASN (M&RA) approves the selection, the school must enter into an agreement with NSTC.

d. Conditions for Retention of Units. Each unit must continue to meet eligibility requirements and all other standards set forth in reference (a), section 2034, all implementing regulations, and in their agreement with the Navy to establish a unit. An NJROTC area manager shall inspect each unit once every 2 years, to include a curricular review, participation count, military standards assessment as applicable, curricular material appraisal, interview of instructor(s), audit of Government property, and overall assessment of program compliance.

(1) Evaluation Status. When NSTC determines that an NNDCC unit does not maintain the agreement's requirements (other than for enrollment), NSTC shall notify host school officials that the Navy has placed the unit in an evaluation status, outlining the deficiency(ies) and the date by which the school must rectify the deficiency(ies). If the condition(s) causing the evaluation status remain uncorrected, NSTC may place the unit in a probationary status.

(2) Probationary Status

(a) If NSTC determines that probation is necessary when deficiencies remain uncorrected, NSTC may place the unit on a 1 year probationary status at the beginning of the next academic year. Units that NSTC places on probationary status shall be inspected by an NSTC representative during the probationary year. Area managers shall submit a report of the inspection to NSTC with the recommendation to terminate the probationary status or disestablish the unit. NSTC may recommend the unit for disestablishment at the conclusion of the probationary year if the school has not corrected the reason(s) for the probation.

(b) Units which do not have a minimum enrollment of 50 NNDCC students by 1 October may be placed on probation immediately. No later than the end of the academic year, NSTC shall evaluate the unit's potential to attain minimum enrollment upon the opening of the next school year. If this evaluation indicates that it is more likely than not the minimum enrollment can be met, NSTC may continue the unit on probation pending determination of actual enrollment not later than 90 days after the beginning the following school year. If the minimum required enrollment is not met at that time, NSTC may recommend the unit for disestablishment no later than 30 June of that academic year.

4. Disestablishment of Units

a. Navy may disestablish an NNDCC unit for any of the following reasons:

(1) Request by host school officials to ASN (M&RA).

(2) At the direction of SECNAV if ASN (M&RA) has determined that the unit has failed to maintain required standards and then failed to remedy the condition(s) which resulted in a probationary status.

(3) When SECNAV determines disestablishment serves the best interest of the Navy.

b. Upon SECNAV or ASN (M&RA) approval of disestablishment, the school shall return all Government property to the Navy in an orderly and timely manner. All such property shall be returned at the Navy's cost per Navy directions.

## 5. Instructors

a. NNDCC instructors must be certified by NSTC. NNDCC instructors must maintain standards acceptable to the Navy to secure and retain their instructor certification.

b. NNDCC instructors shall attend a 1-week NNDCC instructor training orientation session hosted by NSTC during the instructors' first year of employment. Thereafter, NNDCC instructors shall attend one 2-day instructor training session once every 2 years at a regional location prescribed by the NJROTC area manager. Expenses of attending these courses shall be borne by the host school.

c. NNDCC instructors are hired by, are employees of, and are managed solely by the school. Schools pay the full amount of instructor salaries and all other employment benefits and expenses. Schools are solely responsible for the execution of the NNDCC curriculum and the day-to-day operation of the NNDCC Program. Prior to hiring an NNDCC instructor, the school must submit the applicant's name to NSTC and await confirmation that NSTC has certified the instructor to teach the NJROTC curriculum. If NSTC decertifies an instructor, NSTC shall notify school authorities promptly.

d. If NNDCC instructors are retired military Service Members, they are strongly encouraged to wear the appropriate uniform of their Service while conducting the NNDCC Program and, at such other times, as authorized under the applicable uniform regulations.

6. Students. To be eligible for enrollment and continuance in an NNDCC unit, a student must:

a. Be in a grade above the eighth grade; and

b. Be physically fit to participate in NNDCC training. A student is considered physically fit to participate in all NNDCC activities if able to participate fully in the normal physical education program of the school.

7. Supplies and Maintenance

a. Issue of Equipment. Equipment authorized for issue to an NNDCC unit per reference (a), section 2034, and reference (d) includes arms, tentage, equipment, and curricular material that the Navy considers necessary for proper training of instructors and students. The Navy shall issue equipment to the NNDCC property custodian appointed in writing by the principal of the school.

b. Uniforms. NNDCC schools shall purchase the prescribed NJROTC cadet uniforms and bear all maintenance costs thereof.

c. Transportation and Storage Costs. Transportation charges for shipment of Government property to and from the school, including packaging and handling charges, shall be paid by the Navy. All other costs, including, but not limited to, maintenance, storage and safeguarding of the Government property, shall be borne by the host school.

d. Coverage for Loss and Damage to Property. The host school is responsible for any and all loss of or damage to Government property. The school may provide an indemnity bond or obtain an insurance policy to cover this liability, naming the "United States of America" as an additional insured.

DEPARTMENT OF THE NAVY  
REGULATIONS GOVERNING NAVAL HONOR SCHOOLS

1. Authorization. The designation by SECNAV of naval honor schools is authorized by section 6954 of reference (a), which provides in pertinent part:

"(b): In addition there may be appointed each year at the (Naval) Academy midshipmen as follows:

(4) 20 nominated by the SECNAV, under regulations prescribed by him, from the honor graduates of schools designated as honor schools by the Department of the Army, the Department of the Navy, or the Department of the Air Force, and from members of the NROTC."

2. Purpose. The purpose of designating selected educational institutions as naval honor schools is to stimulate an interest in the Navy through the study of and participation in naval subjects and activities, and to provide an incentive for qualified students to aspire to appointments at the U.S. Naval Academy or other Service academies.

3. Requirements. To be designated as a naval honor school, the institution must either:

a. Host an NJROTC or NNDCC unit, and compete successfully for such designation annually per requirements specified by NSTC; or

b. Meet each of the following requirements:

(1) Have been in successful operation for a period of at least 3 years.

(2) Be accredited for college entrance purposes by one of the recognized accrediting agencies for secondary schools.

(3) Give appropriate instruction in naval subjects as approved by NSTC. The course of instruction on naval subjects shall require, as a minimum, 7200 minutes of actual instruction which may be given either during at least 3 years or three courses of a regular 3- or 4-year academic program, or during at least three summer courses.

(4) Have at least one member of the regular school faculty, whose credentials are acceptable to NSTC, who exercises supervision over naval instruction. Such an individual would normally have attained qualifications by their service, training, and experience in the Navy, Marine Corps, or Coast Guard.

(5) Meet the current requirements for the donation of equipment to educational institutions as provided by reference (g).

(6) Have a total enrollment in its course of naval instruction of not less than 75 students who are either regular students of the naval honor school or of another accredited secondary school.

(7) Must not discriminate with respect to admission or treatment of students on the basis of sex, race, color, or national origin.

(8) Certify in writing to NSTC by 1 October each year that the school is in compliance with all of the foregoing requirements for designation as a naval honor school. Such compliance shall be subject to verification by inspection at the option of NSTC at a time mutually agreed upon with the head of each naval honor school. Any requirements for designation of naval honor schools may be waived by SECNAV. The decision of SECNAV to designate or withdraw the designation as a naval honor school shall be final.

4. Withdrawal of Designation. Designations as a naval honor school may be withdrawn at any time, without prior notice to the institution, by SECNAV for failure to maintain the requirements described in paragraph 3 of this enclosure or for other reasons deemed to be in the best interest of the Navy by SECNAV.

5. Application. These regulations supersede any previous regulations governing naval honor schools but shall not be interpreted to the disadvantage of schools so designated under previous regulations.

6. Designation of NJROTC and NNDCC Host Schools as Naval Honor Schools. NSTC may designate up to 20 percent of NJROTC and NNDCC host schools annually as naval honor schools. Designation

OPNAVINST 5761.1  
30 Jan 2015

should be effective for the school year following the year in which the designation was earned. Such designation is intended to recognize and reward outstanding NJROTC and NNDCC units, and shall be based on competitive criteria issued by NSTC.