



DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND  
FORT MONROE, VIRGINIA 23651-5000

REPLY TO  
ATTENTION OF:

**MEMORANDUM OF UNDERSTANDING (MOU)  
BETWEEN  
RESERVE OFFICERS TRAINING CORPS  
AND  
ALL FRESHMEN AND SOPHOMORE CADETS ATTENDING THE ROTC PROGRAM**

**SUBJECT: Uniform Commutation Allowance (UCA)**

1. The UCA is intended to be provided to those individual cadets that are enrolled in military science. During the current academic year (AY), the UCA will be authorized for academic freshmen and sophomore cadets enrolled in Military Science (MS) who satisfactorily accomplish the following requirements:
  - a. Provide the Military Science Department with a photocopy of your social security card no later than 30 days after the first day of class.
  - b. Provide a properly completed CC FORM 139-R-E NLT 30 days after the first day of class (this will be accomplished through an admin session scheduled by the Admin Section).
  - c. Prior to contracting, the PMS will initiate a Department of Defense Medical Review Board (DODMERB) physical.
  - d. The following physical fitness criteria as measured by the Army Physical Fitness Test (APFT) must be accomplished and successfully met prior to the end of the 1<sup>st</sup> semester. As a Basic Course non-contracted cadet you must obtain 50 points in each event (Push-up, Sit-up, and 2-mile run) to be eligible for the payment of commutation. All contracted cadets must obtain 60 points in each event and meet the height/weight standard.
  
2. The PMS/authorized representative will designate the date and time for your class section when you will be allowed to take the APFT to qualify to the UCA. Any conflicts with this time must be outlined in writing and alternate date requested in writing to the PMS and or his/her authorized representative. Final approval/disapproval of your request will rest exclusively with your ROTC Department.
  
- I, \_\_\_\_\_, understand the policy regarding the UCA. If I have a conflict, I will request in writing an alternate date for this APFT NLT the suspense listed above. Furthermore, I understand that by not providing the above documents, or by not attending and passing the Army administered APFT at the scheduled time, I will not be eligible for the UCA.

Signature/Cadet Full Name: \_\_\_\_\_

Print Name: \_\_\_\_\_

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**MICHAEL D. PYOTT, COL, AV**  
Professor of Military Science  
North Georgia College & State Univ.