



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
WASHINGTON, DC 20350-2000

IN REPLY REFER TO
OPNAVINST 1533.5A
OP-114C
29 OCT 1991

OPNAV INSTRUCTION 1533.5A

From: Chief of Naval Operations

Subj: NAVAL JUNIOR RESERVE OFFICERS TRAINING CORPS (NJROTC)

Ref: (a) Title 10, United States Code, Section 2031
(b) DOD Directive 1205.13 of 16 Jun 82, Reserve Officers Training Corps Program for Secondary Educational Institutions (NOTAL)
(c) SECNAVINST 5760.13B (NOTAL)
(d) SECNAVINST 5720.44A
(e) NAVSUPINST 4061.9T
(f) DOD 4160.21-M of Mar 90, Defense Reutilization and Marketing Manual (NOTAL)
(g) SECNAVINST 5214.2B
(h) Title 10 U.S.C. Section 6954

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

1. Purpose. To assign responsibilities for the support of the Naval Junior Reserve Officers Training Corps (NJROTC) within the Navy, and to promulgate regulations governing educational institutions designated as Naval Honor Schools. This instruction has been revised extensively and should be read in its entirety.

2. Cancellation. OPNAVINST 1533.5

3. Background. Reference (a) establishes the Junior ROTC as a formalized academic program in secondary educational institutions. The program is administered by the Navy in selected high schools under references (b) and (c). NJROTC instructors requesting employment in Department of Defense Dependents Schools (DODDS) must meet the additional selection criteria established in reference (b). The maximum number of NJROTC units will be prescribed by the Secretary of Defense. Programs will be established at requesting secondary level schools on a fair and equitable geographical basis. No unit will be established or maintained by the Navy in a school which hosts either an Army, Marine Corps, or Air Force Junior ROTC Unit. The U.S. Marine Corps will manage and fund its own Marine Corps



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Junior Reserve Officers Training Corps program, as well as administer its own honor school program.

4. Policy. The NJROTC will be supported to the maximum extent possible within the limits of available resources. Enclosure (1) provides guidelines and procedures for implementation of the NJROTC program.

5. Support. The following specific areas of responsibility are delegated as indicated:

a. Chief of Naval Education and Training:

(1) Provide overall planning, management, and direction affecting the administration of the NJROTC program.

(2) Make recommendations to the Chief of Naval Operations for submission to the Secretary of the Navy on the establishment or disestablishment of NJROTC units.

(3) Provide special assistance as required in establishing NJROTC units.

(4) Certify applicants for naval science instructor and associate naval science instructor positions and inform school authorities of approvals or disapprovals, as appropriate.

(5) Provide special assistance as requested for ceremonies, field trips, and orientation cruises.

(6) Provide inspection guides for regular inspections of NJROTC units. Make special inspections when requested or when determined necessary in connection with any aspect of the NJROTC program.

(7) Prepare the annual budget for operation of NJROTC units. Provide personnel, funding, and other logistic support to the extent justified.

(8) Administer the Naval Honor School program in accordance with enclosure (2).

b. Fleet Commanders in Chief, Chief of Naval Reserve, Ship and Shore Activity Commanders. Provide optimum support in terms of airlift, cruises, indoctrination flights and orientation visits for the NJROTC program as permitted by law to reinforce NJROTC experiences and training, and provide the required incentive for cadets to continue to participate in the program. Publicize activities of NJROTC in accordance with reference (d)

through normal news release media to encourage participation of high school students in the NJROTC program. Typical types of support, although not all-inclusive, include the following:

(1) Orientation tours of naval shore activities and ships of all classes.

(2) On-the-job training and classroom instruction at naval activities and ships of all classes.

(3) Orientation cruises for the NJROTC program.

(4) Airlift in support of tours, training, and cruises provided for the NJROTC as permitted by law.

(5) Use of messing facilities in support of tours, training, and cruises provided for the NJROTC program at pay rates of organized and non-profit youth groups under provision of reference (e).

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

(7) Use and acquisition of Department of Defense (DOD) personal property as set forth in reference (f).

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

(9) Use of Recruit Training Command facilities to conduct 1-2 week "mini-boot camp" training.

(10) Local motor vehicle transportation as deemed appropriate.

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

(12) Any other training or orientation considered appropriate in the indoctrination of NJROTC cadets.

c. Chief of Naval Personnel. Assign naval officers as NJROTC area managers, and enlisted personnel as NJROTC area managers' administrative assistants to the eight NJROTC area managers' offices. Officers and enlisted personnel assigned these billets will report to the Chief of Naval Education and Training in the performance of their duties.

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6. Reports. The inspection reports are exempt from reports control by reference (g).


S.F. GALLO
By directions

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GUIDELINES AND PROCEDURES FOR IMPLEMENTATION OF
THE NJROTC PROGRAM1. Definitions

a. Active Duty Pay and Allowances. For purposes of calculating the NJROTC instructor's pay, active duty pay and allowances shall be limited to basic pay, basic allowance for quarters, allowance for variable housing (VHA), allowance for uniforms (enlisted only), and basic allowance for subsistence, which the individual would receive if called to active duty at the location of the NJROTC unit.

b. Associate Naval Science Instructor (ANSI). A retired Navy, Marine Corps, or Coast Guard officer or enlisted person employed by the secondary level institution to assist the naval science instructor.

c. Military Institute (MI) Schools. Essentially military schools at the secondary level of instruction which:

(1) Require a course in military training throughout 4 years of education at secondary level.

(2) Organize their military 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 habitually in uniform when on campus.

(4) Have as their objectives the development of the students' character by means of military training and the regulation of their conduct in accordance with the principles of military discipline, and in general meet military standards similar to those maintained at the Service Academies.

d. Military Junior College (MJC) Schools. Essentially military schools which provide high school and college instruction but do not confer baccalaureate degrees. Only the secondary level of an MJC School will be permitted to have a Junior ROTC.

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

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f. Naval Science Instructor (NSI). The senior retired Navy, Marine Corps, or Coast Guard commissioned officer employed by the secondary level institution to supervise the NJROTC program at the host school.

g. Regular NJROTC Student. An enrolled student (NAVAL CADET) who is a citizen of the United States, or is a United States national, is at least 14 years of age, and is physically qualified to participate in all NJROTC activities.

h. Retired. As used herein, those persons retired from active duty, and members of the Fleet Reserve or the Marine Corps Fleet Reserve.

i. Special NJROTC Student. An enrolled student (NAVAL CADET) who is not otherwise eligible to be classified as a regular NJROTC student.

2. NJROTC Objectives

- a. Promote patriotism.
- b. Develop informed and responsible citizens.
- c. Promote habits of orderliness and precision and to develop respect for constituted authority.
- d. Develop a high degree of personal honor, self-reliance, individual discipline and leadership.
- e. Promote an understanding of the basic elements and requirements for national security.
- f. Develop respect for and an understanding of the need for constituted authority in a democratic society.
- g. Develop an interest in the military services as a possible career.

3. Policy

- a. The Department of the Navy will provide for a fair and equitable geographical distribution of NJROTC units.
- b. The Chief of Naval Education and Training will prescribe an NJROTC curriculum of at least 3 academic years, in accordance with reference (b).

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

d. A Certificate of Completion of NJROTC will be presented to each member who successfully completes all of a prescribed NJROTC program.

e. Individuals presenting evidence of successful completion of the Junior ROTC program under any Military Department will be entitled to advanced promotion at least to the rate of E-3 upon initial enlistment in an active or reserve component of the Navy.

4. Establishment of NJROTC Units

a. Requirements for Establishment. A unit is established or disestablished by the Secretary of the Navy. A school which desires the establishment of an NJROTC unit must be fully accredited by a regional accrediting agency and, where the state requires it, be approved by the appropriate state agency. Application for establishment of a unit must be made to the Chief of Naval Education and Training. The school must enter into an agreement with the Chief of Naval Education and Training which shall include those provisions of reference (b) for establishment of Junior ROTC units.

b. Procedures for Establishment. The officials of a secondary school may apply for an NJROTC unit by writing the Chief of Naval Education and Training (NJROTC), Naval Air Station, Pensacola, FL 32508-5100. An application and agreement form will be sent to the requesting school. If the completed application indicates that the institution satisfies the selection criteria, the school may be visited by a representative of the Chief of Naval Education and Training or other Navy representatives for purposes of conducting an inspection before an agreement is executed. The Secretary of the Navy will announce the schools selected for establishment.

c. Conditions for Retention of Units. Each school must maintain the requirements set forth in the agreement for establishment of an NJROTC unit. Each unit will be inspected periodically to verify compliance and to evaluate unit and instructor performance.

(1) Evaluation Status. When the Chief of Naval Education and Training determines that an NJROTC unit does not maintain these requirements (other than for enrollment), school authorities shall be notified that the unit has been placed in an evaluation status, outlining the deficiencies and the date by which they are to be corrected. If the deficiencies causing the

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evaluation status are not corrected, the Chief of Naval Education and Training may place the unit in a probationary status.

(2) Probationary Status

(a) If the Chief of Naval Education and Training determines that probation is necessary when deficiencies remain uncorrected, the unit will be placed on a 1-year probationary status at the beginning of the next academic year. Units which are placed on probationary status will be inspected by a representative of the Chief of Naval Education and Training during the probationary year. A report of the inspection will be submitted to the Chief of Naval Education and Training with recommendations to terminate the probationary status or disestablish the unit. The unit will be recommended for disestablishment at the conclusion of the probationary year if the reason for the probation has not been corrected.

(b) Units which are in at least their second year of enrollment and do not have the statutory minimum enrollment of 100 regular NJROTC students, or 10 percent of the number of eligible students enrolled in the institution, whichever is less, by October 1, will be placed on probation immediately. No later than the end of the academic year, the Chief of Naval Education and Training will evaluate the unit's potential to attain minimum enrollment upon the opening of the next school year. If this evaluation indicates that the minimum enrollment can be met, the unit will be continued on probation pending determination of actual enrollment not later than 30 days after the beginning the following school year. If the minimum required enrollment is not met at that time, the unit will be schedule for disestablishment no later than the end of that academic year.

d. Disestablishment of Units

(1) Reasons for Disestablishment. An NJROTC unit may be disestablished upon request by the school authorities to the Secretary of the Navy, or the Secretary may direct the disestablishment of a unit if he determines that the unit has failed to maintain required standards, or to remedy conditions which resulted in a probationary status or when disestablishment serves the best interest of the Navy.

(2) Method of Disestablishment. Upon notification of disestablishment, the unit will be phased out and equipment removed in an orderly and timely manner.

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5. Instructors

a. Military Institutes (MI Schools) and Military Junior Colleges (MJC Schools). The Secretary of the Navy may authorize one active duty officer, O-4 or below, and one active duty enlisted, E-7 or below, for assignment as instructors at each military institute or high school level MJC School. Additional instructors desired by military institutes or secondary level of MJC Schools will be acquired through the employment of retired personnel on the same basis as any other school conducting the Junior ROTC program. Active duty personnel assigned to military institutes and the high school level of MJC Schools count against the student instructor ratio set forth below.

b. High Schools and DoDDS Schools. Retired officer and enlisted instructors whose qualifications and performance of duty meet the standards prescribed by the Chief of Naval Education and Training will be authorized as follows:

(1) Single or multiple units will be authorized one retired officer instructor per 500 enrolled regular NJROTC students or major fraction thereof, and

(2) One retired enlisted instructor per 100 enrolled regular NJROTC students or major fraction thereof.

As an exception to the above, the Chief of Naval Education and Training may authorize substitution of an officer for an enlisted instructor, and vice versa, when considered appropriate.

c. Retired instructors are employees of the school and are responsible to school authorities for conduct of the program. They must meet Navy requirements and maintain standards acceptable to the Department of the Navy. The school will submit for approval to the Chief of Naval Education and Training the names of applicant instructor personnel. Applicants cannot be hired by the school prior to notification of approval of applicant's qualifications by the Chief of Naval Education and Training.

d. Retired instructors will wear the appropriate uniform of their services while conducting the NJROTC program and at such other times as considered appropriate.

6. Students

a. Enrollment. Except as modified by paragraph 6c, to be eligible for enrollment and continuance in an NJROTC unit, a student must:

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(1) Be enrolled in and attending a regular course of instruction at the school sponsoring the unit.

(2) Be a citizen of the United States or a U.S. National and be at least 14 years of age.

(3) Be of good moral character as determined by the principal of the school and the naval science instructor.

(4) Be physically fit to participate in NJROTC training. A student is considered physically fit to participate in NJROTC training if able to participate fully in the physical education program in the school.

(5) Successfully complete such screening tests as may be prescribed.

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

b. Disenrollment. A student may be disenrolled by the 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 individual student.

c. Special NJROTC Student enrollment. Under the secondary school's open enrollment policy and when desired by the principal of the school, students who are ineligible for membership as regular NJROTC students may enroll as special NJROTC students. Special NJROTC students (i.e., foreign nationals, immigrant aliens, physically handicapped, etc.) may participate in school approved NJROTC activities, be called NAVAL CADETS, wear the uniform, participate as cadet officers, and go on field trips and participate in orientation activities. Any special equipment or additional instructors that may be needed to instruct special NJROTC students will be provided by the school. Special NJROTC students may not be counted against that membership required to establish or maintain an NJROTC unit.

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

7. Supply 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, equipment maintenance materials, texts, individual equipment, training aids, and uniforms. Authorized equipment may be issued to a military property custodian, an NJROTC instructor, appointed in writing by the principal of the school.

b. Uniforms. NJROTC cadets will be issued uniforms except where an MJC or MI School requires a distinctive uniform. The Chief of Naval Education and Training will prescribe the type, number, and manner of wearing of uniforms and insignia by NJROTC cadets.

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

8. Bonds. Each school is required to furnish a bond and/or insurance to cover losses and damage of Government property issued to the school. The Chief of Naval Education and Training is responsible for determining the amount of bond and execution.

9. Small Arms. NJROTC units are authorized an allowance for .22 caliber rifles and drill rifles. The Chief of Naval Education and Training is responsible for issuance of appropriate directives to ensure that proper safeguards for small arms stowage are utilized.

DEPARTMENT OF THE NAVY REGULATIONS GOVERNING NAVAL HONOR SCHOOLS

1. Authorization. The designation by the Secretary of the Navy of Naval Honor Schools is authorized by reference (h) 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 Secretary of the Navy, 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 Naval Reserve Officers Training Corps."

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. In order to be designated as a Naval Honor School, the institution must either host a Naval Junior Reserve Officers Training Corps (NJROTC) unit, and compete successfully for such designation annually in accordance with requirements specified by the Chief of Naval Education and Training, or meet each of the following requirements:

a. Have been in successful operation for a period of 3 years.

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

c. Give appropriate instruction in naval subjects as approved by the Chief of Naval Education and Training. The course of instruction on naval subjects will require, as a minimum, 180 hours of actual instruction which may be given either during at least 3 years of a regular 3 or 4-year academic course, or during at least three summer courses.

d. Have at least one member of the regular school faculty, whose credentials are acceptable to the Chief of Naval Education and Training, who exercises supervision over naval instruction. Such individual would normally have attained their qualifications by their service, training and experience in the Navy, Coast Guard, or merchant marine.

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e. Meet the then current requirements for the donation of equipment to educational institutions as provided by reference (f).

f. 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.

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

h. Certify to the Chief of Naval Education and Training, in writing, 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 the Chief of Naval Education and Training at a time mutually agreed upon with the head of each Naval Honor School.

Any of the foregoing requirements for designation of Naval Honor Schools may be waived by the Secretary of the Navy. The decision of the Secretary of the Navy 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 the Secretary of the Navy for failure to maintain the requirements described in paragraph 3 above or for other reasons deemed good and sufficient by the Secretary.

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 Host Schools as Naval Honor Schools. The Chief of Naval Education and Training may designate up to 20 percent of NJROTC host schools annually as Naval Honor Schools. Designation will 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 units, and will be based on competitive criteria promulgated by the Chief of Naval Education and Training.