

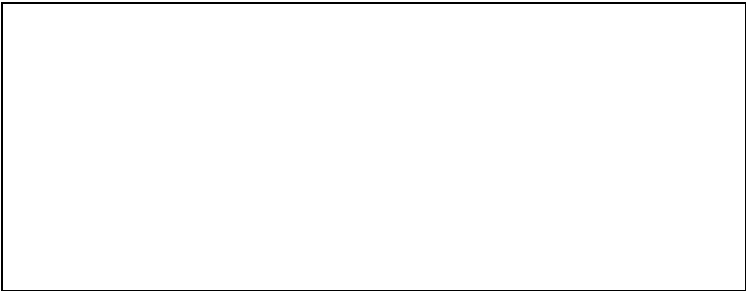
HOLY CROSS NROTC



ADMINISTRATIVE INFORMATION FOR COLLEGE PROGRAM STUDENTS

COLLEGE PROGRAM ADMINISTRATIVE CHECKLIST

Make sure to fill out each form to the best of your ability, and then return the forms via regular mail. Copies



Website: <http://www.holycross.edu/nrotc/>

Instructions for Administrative Forms

These forms are required for entry into the NROTC Program at the College of the Holy Cross. The dates on these forms should reflect the first day of class at your respective school.

For completed examples of the following forms see our website (http://academics.holycross.edu/nrotc/incoming_students/admin_info_college).

Please return the completed forms and required personal information no later than 10 July.

Authorization for Release of Student Information

Authorization for Release of Student Health Information

This document authori
service, to the unit.

The Concept of Honor

Be sure to read and *understand* the significance of this document. Sign your full name: first, middle, and last

Bio Sheet

This document will be used to brief the Commanding Officer and staff on your background. Use the word document to type up your bio and e-mail it to nrotc@holycross.edu.

Uniform Size Sheet

Measuring for military uniforms can be very challenging when you are not sure how to measure. The following is provided to assist you in obtaining accurate measurements for your uniforms. We suggest that you utilize a local tailor to ensure accurate measurements. Follow the directions provided below when taking measurements:

1. **Head**. The measurement is taken by placing the tape around the back of the head meeting at the forehead about one inch below the hairline and one inch above the ears.
2. **Neck**. Then measuring for the neck size, place the tape measure around the neck at the collar line with one finger between the tape and the neck.
3. **Chest or Bust**. To obtain this size, place the tape over the bulk of the shoulder blades, under the arms and over the fullest part of the chest or bust.
4. **Sleeve**. Raise the right arm even with the shoulder with the elbow bent at an angle with the forearm parallel to the floor and palm facing down. Measure from the center of the back and around the bend in the elbow down one inch past the wrist bone.
5. **Waist**. The tape should be placed directly over the hipbone to get the best results. If you cannot locate the hipbone, place the tape around the fullest part as close to the top of the waistband as possible.
6. **Hip**. The measuring tape should be placed around the largest part of the hip area and across the lower pelvis or fly. (Note: Trousers typically run smaller than normal civilian pants)

7. Inseam. This is not a required measurement, but is used for special ordering of garments. It is measured from the crotch to the heel of the shoe.

8. Outseam. This measurement is taken for determining lengths on trousers and slacks. Place the tape at the top of the hipbone or lower edge of the waistband at the side seam and measure down to the heel of the shoe or the floor if shoes are not worn.

9. Rise. Measure from the center of the crotch (between the legs) up to the waist.