



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
UNIVERSITY OF NEW HAMPSHIRE
SECOND BRIGADE, EASTERN REGION
UNITED STATES ARMY CADET COMMAND
ZAIS HALL 45 COLLEGE RD
DURHAM, NH 03824

ATCC-BBN-HNH

6 July 2021

MEMORANDUM OF INSTRUCTION

SUBJECT: Army ROTC Cadet Orientation Week

1. The purpose of this memorandum is to inform new Cadets and their families of the timeline of events for the ROTC Cadet Orientation Week at the University of New Hampshire.
2. **The Wildcat Cadet Orientation will be held 24 August 2021 on the UNH Durham Campus, Zais Hall.** Cadets are asked to move into UNH on 24 August to their assigned UNH dorms from 08:00am-10:00 am. Please provide your student ID and Dorm assignment information to LT Potter by 27 July 2021 so we can notify UNH Housing (email: potterjf7@gmail.com). Also please mail a check or money order for the amount of \$54.90 made out to UNH Army ROTC which will cover the first 3 nights. Student's room and board will commence on 27 Aug 2021. Please forward your check or money order to Nancy Sakovits University of New Hampshire Zais Hall 45 College Rd, Durham, NH 03824.
3. **Cadets should report to Zais Hall, 24 August, 10:00-10:30 am.** During this time all new Cadets will conduct in-processing to include: (1) administrative paperwork, (2) supply issue, (3) classroom instruction, and (4) enrollment into MS I, referred to as the ROTC Basic Course. Lunch will be provided during the orientation for new cadets and parents.
4. Parents will have the opportunity to meet and talk with LTC Andy Ruszkiewicz Professor of Military Science (PMS), CSM (R) Joe LaPlante, Recruiting and Retention Officer (ROO) and Cadre. There will also be a special guest parent attending to talk with all parents. This meeting will take place in Murkland Hall, Rm 115.
5. **UNH COVID-19 protocol.** Cadets and parents will need to provide proof of a negative COVID-19 test within seven days of their arrival on campus or be vaccinated. It is your responsibility to get tested and to have documentation showing the negative test. Attendance will be taken at both Zais Hall and Murkland Hall in the event you need to be reached for contact tracing.

ATCC-BBN-HNH

SUBJECT: Army ROTC Cadet Orientation Week

6. Timeline of ROTC Events:

Tuesday – 24 August 2021

10:00-10:30: All Cadets begin to arrive at UNH, Zais Hall

10:30-11:00: Cadet Welcome / Check-In (with c/S1 & c/XO) 2nd floor, Zais Hall

11:00-12:00: Cadet In-Brief (with c/S3 & c/CSM), 1st Floor, Cadet Lounge, Zais Hall

11:00-12:00: Parent Brief (with Cadre) in Murkland Hall, Rm 115

1200- 13:00: Lunch at Zais Hall

1300- 16:00: Group Rotations: Cadets will be assigned group rotations during check-in

- Group A: Supply Cadet S4 / Dave Zylman
- Group B: Admin Brenda Newton / Enrollment 139
- Group C: Class Rosters and academic schedules / ROO

Wednesday – 25 August 2021 Class Rotations Uniform is Casual

0900: Arrive at Zais Hall

0915-10:00: Time Management

10:00-11:00: 104R Degree Plan

11:00-12:00: Wear of the uniform OCP's/Physical Fitness

12:00-13:00: Lunch at Zais Hall

13:00-14:00: Cadet Handbook guide/ACFT highlights

14:00-14:30: Drill and Ceremony

14:30-15:00: Freshman Instructor time

15:00-15:15: Full Cadets time

15:15-15:30: LTC time

Point of contact for this memorandum is the undersigned,
joseph.laplante@unh.edu, (603) 862-7075 (office), (207) 891-1839 (cell).

CSM (R) JOE LAPLANTE
UNH/USM ARMY ROTC
Recruiting Operations /Scholarship Officer