



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

14 July 2021

MEMORANDUM OF INSTRUCTION

SUBJECT: Army ROTC Cadet Orientation for Bravo and Charlie companies

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 26 August 2021 on the UNH Durham Campus, Zais Hall.**
3. **Cadets should report to Zais Hall, 26 August, 9:00-9:15 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 Zais Hall Army Cadet Lounge on 1st floor. After lunch, parents are welcome to stay and attend the classes taught to the incoming cadets (listed below).
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 Zais Hall in the event you need to be reached for contact tracing.
6. If you can't make it to orientation (due to your school's move-in, etc.), your company will be conducting an introduction to ROTC the first week of school.

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7. Timeline of ROTC Events: Uniform is Casual

Thursday – 26 August 2021 *Rotations and Classes for B & C Companies*

0915: Arrive at Zais

0930-1200 [Cadets]: 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, 104R / ROO

1100-1200 [Parents]: Parent brief with CSM LaPlante and LTC Ruskiewicz at Zais Hall, Cadet Lounge

1200-1300: Lunch at Zais Hall

1300-1330: Time Management

1330-1400: Wear of the uniform OCP's/Physical Fitness

1400-1430: Drill and Ceremony

1430-1515: Cadet Handbook guide/ACFT highlights

Point of contact for this memorandum is the undersigned,
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