



DEPARTMENT OF THE NAVY
NAVAL RESERVE OFFICERS TRAINING CORPS UNIT
UNIVERSITY OF KANSAS
LAWRENCE, KANSAS 66045-7605

KUNROTCINST 2130
15 AUG 2012

KUNROTCINST 2130

Subj: NROTC STUDY HALL PROGRAM

Ref: (a) NSTCINST 1533.2A

1. **Background.** This policy letter outlines the Study Hall Program for all Midshipmen in the Naval Reserve Officers Training Corps (NROTC) at the University of Kansas. Unless otherwise noted, "Midshipman" refers to every student that is a member of the Naval ROTC Battalion. The NROTC Unit at the University of Kansas is committed to academic success and excellence. To ensure Midshipmen achieve their full potential while meeting the minimum standards for the NROTC program, a mandatory study program will be implemented for all freshmen. Though the minimum standard for maintaining a scholarship is to have a cumulative GPA of 2.50, maintaining that minimum standard will neither guarantee you the warfare selection of your choice, nor does it support the virtue of setting a higher standard. Prospective Naval Officers should always seek to perform beyond the minimum standard and achieve higher goals than those of which they expected they were capable. The study program specified in this memorandum is not a punitive measure. A student who is experiencing academic difficulty yet fulfilling their required number of hours each week should be counseled and provided every possible resource available on campus.

2. **Types of Study Programs.**

a. **Voluntary Hours.** The program is used for Midshipmen who maintain satisfactory academic progress (previous semester GPA of 2.50 or higher and a cumulative GPA of 2.50 or higher) and have developed effective study techniques. For these Midshipmen, voluntary self-study should be sufficient to ensure they will earn their bachelor degree with a cumulative GPA greater than 2.50 and thus receive a commission as an officer in the USN or USMC upon graduation from the University of Kansas. No scheduling is required for Midshipmen on voluntary self study.

b. **Mandatory Hours Program.** The program is used for incoming Midshipmen as well as upper-class Midshipmen and Officer Candidates (including MECEPs) who require guidance and monitoring of their progress. Any Midshipman (including Officer Candidates or MECEPs) who's cumulative GPA falls below 2.50 will be placed on mandatory study hours. The mandatory study program is not a punitive measure. Additionally, some Midshipmen may require a more structured mandatory hours program including a daily hours requirement and other conditions as necessary.

3. **Initial Study Assignment.** During a Midshipman's first semester at the University of Kansas, he/she will be assigned 4 hours of mandatory study each week. When final first semester grades are received by the NROTC class advisors, a decision to cease, increase, or maintain the 4 hours of mandatory study will be made. Those earning a 3.0 semester GPA or higher, with no grade below a "C", will be removed from mandatory hours.

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4. **Quantity of Study Hours.** The quantity of mandatory study hours assigned is a function of a Midshipman's academic performance and previous semester's or cumulative GPA. At a minimum the following mandatory study hours will be assigned to its corresponding GPA:

USN

<u>Semester GPA</u>	<u># Hrs Assigned</u>	<u>Other Action (1st offense)</u>	<u>Other Action (2nd consecutive offense)</u>
Less than 2.50	4	Letter of Warning	
Less than 2.50	6		Probation
<u>Cumulative GPA</u>	<u># Hrs Assigned</u>	<u>Other Action (1st offense)</u>	<u>Other Action (2nd offense)</u>
2.00 – 2.49	8	Probation	Probation
Less than 2.00	8	LOA	Disenrollment

USMC

<u>Semester GPA</u>	<u># Hrs Assigned</u>	<u>Other Action (1st offense)</u>	<u>Other Action (2nd consecutive offense)</u>
Less than 2.50	4	Letter of Warning	
Less than 2.50	6		Probation
<u>Cumulative GPA</u>	<u># Hrs Assigned</u>	<u>Other Action (1st offense)</u>	<u>Other Action (2nd offense)</u>
2.00 – 2.49	8	Probation	Probation
Less than 2.00	8	LOA	Disenrollment

NROTC advisors can recommend at anytime during the semester, to assign students to mandatory study hours based on Midshipmen interviews or personal observation of poor academic performance.

5. **Documentation of Study Hours.** Students who are on mandatory hours are required to log their study hours with the Study Monitor. That person will be in the NROTC Classroom 104 throughout the three hour period from 1800 until 2100 on Tuesday through Thursday. That person will be a MIDN 1/C or MIDN 2/C in the KU NROTC program. Midshipmen are required to log all of their study hours, even if they have exceeded their weekly minimum requirements. Midshipmen that attend study hall on a voluntary basis are not required but encouraged to log in with the on duty Study Monitor.

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6. **Location of Mandatory Study Hours.** Mandatory study hours are to be completed in the NROTC Classroom 104 of the MSB. If permitted by the assigned on duty Study Monitor, Midshipmen may utilize the Bulldog Room, Room 15 of the MSB for group study or group projects. The group study/project hours must be reported to the on duty study monitor before they begin. An NROTC Advisor may amend the precise location and times of group study, but it is the individual Midshipman's responsibility to ensure the on duty Study Monitor is informed of any changes prior to the start of study hours.

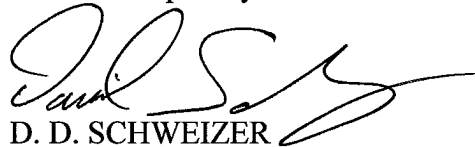
7. **Authorized Study Hours.** Authorized hours of study will be from 1800 to 2100 on Tuesday, Wednesday, and Thursday evenings. Midshipmen may start studying before 1800 or continue studying after 2100, or outside of the normal study days, but those hours will not count towards the mandatory hours required. Midshipmen must also attend no less than two days of study hours in order to meet their weekly requirement (or 3 days if required to attend more than 6 hours).

8. **Authorized Study Materials.** Only material related to the student's coursework should be reviewed/studied during the mandatory study time. Magazines, electronic games, and cell phones are **NOT** authorized during study hall hours. Music may be listened to so long as headphones are used and it is not audible to surrounding individuals. The on duty Study Monitor has the discretion to determine what is considered relevant course materials.

9. **Relaxation of Study Hours during Holidays.** Since the requirements of mandatory study take place Tuesday through Thursday, study hours are not normally relaxed with the exception of Thanksgiving. Other exceptions will be approved by the chain of command and promulgated prior to the start of the academic week they are to take effect.

10. **Failure to Complete Mandatory Study Hours.** Failure of a Midshipman to complete their mandatory study hours is grounds for a Performance Review Board (PRB). The study hall program should not be viewed as a punitive measure, but one of assistance to ensure the Midshipmen receive adequate time to study effectively.

11. **Responsibilities of the Study Monitor.** Study hall monitors must take charge of their station, and ensure an environment conducive to study is maintained. They shall ensure an accurate muster and report violations of study hall regulations to the appropriate NROTC Advisor. Failure to perform the duties in accordance with this instruction is grounds for disciplinary action.


D. D. SCHWEIZER

Copy to:
All Hands