

**Information and Instructions for Division Commander's Hip Pocket Scholarships
(Dedicated 2, 3, 4-year Green to Gold Scholarships) for SY 15/16**

1. This information and instruction sheet provides eligibility criteria and instructions for completing the U.S. Army Green to Gold Program Application (Cadet Command Form 174-R, June 2014 only) required when submitting nominations for the Hip Pocket Scholarship. In addition to Cadet Command Form 174-R, nominees must submit all items listed on the U.S. Army ROTC Green to Gold Application Checklist located at enclosure 1, the Division Commanding General/Commander must submit a letter nominating the Soldier for this scholarship. The nomination process is at the discretion of the Commander. Since there is no board process at Headquarters, Cadet Command, a localized board should be conducted to ensure the best qualified Soldiers are nominated. Upon receipt of nomination letter and the application, Cadet Command will review the application to ensure eligibility requirements are met. The Soldier's chain of command and Hip Pocket point of contact will be informed of the Soldier's status as a qualified or conditional winner (conditional-medical or conditional-administrative or both). **The award of scholarship becomes final only when the nominee is fully qualified and has no unresolved medical or administrative issues (to include any required waivers). Soldiers can only apply for one option at a time.**
2. This scholarship will pay full tuition, as well as \$1,200.00 annually for books and supplies. Once contracted, the Cadet will also receive a monthly stipend up to \$500.00 per month, depending on their academic status, up to ten months per year.
3. All applications and nomination letters for SY 15/16 must be received by Cadet Command NLT 1 April 2015. Ensure the name, email address, and phone number for your Hip Pocket Scholarship point of contact is annotated on the nomination letter for coordination purposes. If the Soldier nominated requires any waivers, the earlier the application is submitted the better chance the Soldier has of receiving a decision in time to start school in the fall.
4. To assist in verifying if Soldier qualifies for a scholarship, the Division Commander's Dedicated 2, 3, 4-year Scholarship Eligibility Checklist is located at enclosure 2. Additionally, ensure all Soldiers are fully qualified prior to discharge in accordance with AR 635-200, Chapter 16-2.
5. Soldiers are ineligible for this scholarship if they:
 - a. Are not on Active Duty on 1 June of the scholarship award year.
 - b. Are ineligible for reenlistment.
 - c. Are a conscientious objector as defined by AR 600-43.
 - d. Are under suspension of favorable action due to unfavorable personnel action (AR 600-8-2).
 - e. Have greater than 10 years active federal service as of the date of discharge.

f. Are under probation on a civil conviction or charges are pending at the time of application.

g. Had an adverse juvenile adjudication or were arrested, indicted, or convicted by a civil court or military law (other than minor traffic offenses with a fine of \$250 or less). A waiver may be requested.

h. Are ineligible for reenrollment in ROTC basic or advanced course (prior ROTC Cadet).

i. Are unmarried and have one or more dependents less than 18 years of age. A waiver may be requested.

j. Have a spouse in the military and has one or more dependents less than 18 years of age. A waiver may be requested.

k. Have been convicted of a domestic violence crime (nonwaiverable).

6. Instructions for Completing Cadet Command Form 174-R U.S. Army ROTC Green to Gold Application is located at enclosure 1. Once Soldiers completes the application, they must print it off and submit it to their nomination authority. Once nominated, Soldiers then must upload the complete application and nomination memorandum onto the Green to Gold website.

7. The approved Commanders Green to Gold Hip Pocket Scholarship Program Participants list is located at enclosure 4.

8. Point of contact for this action is Ms. Gloria Pringle, DSN 464-6937, (502) 624-6937, or gloria.pringle3.civ@mail.mil.

**Division Commander's Dedicated 2, 3, 4-year Scholarship
Eligibility Checklist**

STANDARD	YES	NO	NOTES
U.S. citizen			Nonwaiverable
Be under 31 years of age on 31 December of the projected year of commissioning.			This is a statutory requirement and there are no waivers authorized.
Be considered a SAL (Scholar, Athlete, & Leader)			
Scholar -Honor Graduate/ Commandant's List of NCOES school -3.0 and SAT/ACT over 1100/21 For two-year scholarship applicants, either -Cumulative GPA over 3.0 on all college level courses or if 25% of the course work is in Math, Science, Engineering or technical courses, cumulative GPA over 3.0 or SAT/ACT over 1100/21			
Athlete -Score 270 on APFT with a minimum 90 points in each event -Active competitive involvement on post level or higher sports team -Placement in top three of individual athletic competition (triathlon, mountain biking, running, martial arts, etc.			
Leader -Selected as Soldier/NCO of the quarter/year at battalion level or higher board -Served in team leader/squad position for minimum six months with favorable endorsement from company commander -Inducted into the Sergeant Audie Murphy/Sergeant Morales Club			
Have completed a minimum of 2 years active duty. Must have a minimum of 18 months active duty at the projected start of school to request a waiver.			Waiver of Time in Service (TIS) is approved by HRC-Fort Knox. Provide Cadet Command with DA Form 4187 and all endorsements. Applicants must have at least 18 months active duty service at the projected start date of school to be considered for a TIS waiver.
Have Completed any Service Remaining Requirement incurred as a result of attending any functional course, seminar and so forth as of the date of discharge for enrollment in ROTC			Waiver of Training Service Obligation (TSO) is approved by HRC-Fort Knox. Provide Cadet Command with the DA 4187 and all endorsements.

GT Score 110 or greater			NO WAIVER AUTHORIZED
Have passed an Army Physical Fitness (APFT) and achieved a score of 180 or higher with a minimum of 60 points in each event within the last six months.			No alternate event. Soldiers on a temporary or permanent profile (TO INCLUDE PREGNANCY) are ineligible.
Minimum Cumulative Grade Point Average (CGPA) 2.5 on a 4.0 scale. Minimum SAT of 920 and/or ACT of 19.			4-year applicants must provide the High School CGPA and SAT/ACT scores. 2- and 3-year applicants provide the College CGPA, established by college or on all previously completed college work
Have no more than 2, 3 or 4 academic years remaining (excluding summer) to obtain first Bachelor degree. Have no more than 2 years remaining to complete first Master's degree.			The previously earned semester/quarter hours obtained must be accepted toward degree being pursued by school that has accepted Soldier as a student (2, 3 year applicants only)
School Soldier desires to attend has accepted him/her as an academic freshman, sophomore, junior or a graduate student.			Letter of acceptance from a degree producing college or university offering Army ROTC
Professor of Military Science accepts Soldier into the Army ROTC program at the desired school			Letter of acceptance from the PMS at the school the Soldier plans to attend containing the start date of the school term
Have a favorable National Agency Check with Local and Credit Check (NACLC)			The Soldier must submit a letter from the Security Manager indicating that a clearance has been initiated or granted.
Have no more than three dependents (including spouse)			If more than three dependents, a waiver must be requested
Spouse in the military and dependent children are under 18			If answer is yes, a waiver must be requested
IAW Lautenberg Amendment Gun Control Act of 1968, Soldier cannot have a misdemeanor record of a domestic violence conviction (DVC)			NO WAIVER AUTHORIZED
Have had an adverse juvenile adjudication, or have been arrested, indicted or convicted by a civil court or military law for other than minor traffic violations (\$250 or less)			If answer is yes, a waiver must be requested

Enclosure 2

Each applicant must be medically qualified by the Department of Defense Medical Examination Review Board before any award of scholarship is final.

**INSTRUCTIONS FOR COMPLETING CADET COMMAND FORM 174-R
U.S. ARMY ROTC GREEN TO GOLD APPLICATION**

ITEM	REMARKS
1. Were You Ever Disenrolled From the ROTC Program	Enter "Yes" or "No". Submit the DA 785 with the application (if applicable).
2. Select Option	Self-explanatory
3. Degree Type Scholarship Category	Select from drop-down menu Can only apply for one option.
4. Rank	Enter current rank.
5. Last Name	Self-explanatory.
6. First Name	Self-explanatory.
7. Middle Initial	Self-explanatory.
8. Social Security Number	Self-explanatory.
9. Date of Birth	Select from drop down menu.
10. Contact Information: Home Telephone Cell Number Email Address (military)	Include area code and country code, if overseas. Provide Enterprise Email address.
11. Current Home Address: Street Address Apt. City State Zip Code Country	Address where Soldier is physically living. Do not indicate HOR address unless currently living at that address.
12. Marital Status Spouse Military Number of Children Citizenship	Select from the drop-down menu.
13. Civil Convictions	Enter either "Yes" or "No" Indicate "Yes" if Soldier has been arrested, indicted, or convicted of violating any civil or military law or had any adverse juvenile adjudication or other adverse disposition imposed except minor traffic violations for which a fine of \$250.00 or less was imposed. List ALL convictions, even if expunged.
14. What is your Gender? Hispanic or Latino? Race	Self-explanatory. Self-explanatory. Enter Racial/Ethnic Descent
15. Unit of Assignment: Unit Name Street Address CITY STATE ZIP Unit Phone Number	Complete Unit Address i.e. HHC 1BN 4BDE 3ID 1234 THIRD ST i.e. FT KNOX Enter the two character abbreviation (ex., VA, AL, etc.) Include area code and country code, if overseas.
Basic Active Service Date	Select from drop-down menu.
Enlisted Expiration Date	Select from drop-down menu.

MOS	Self-explanatory.
General Technical Aptitude Area Score (GT)	Self-explanatory (If GT score is less than 110, Soldiers are not eligible to complete application)
Favorable NACLIC	Select from drop-down menu.
16. Latest APFT (Date) Push-Ups Sit-Ups 2-Mile Run	Select date from drop-down menu. Enter the exact score for each event. Do not enter number of repetitions. Soldiers on Permanent or Temporary Profiles are not eligible. Alternate events are not authorized.
17. HOST SCHOOL	Select ROTC School from the drop-down menu.
18. Academic School	Select Academic School from drop-down menu.
Academic Major ADM Code CGPA Composite SAT/ACT SAT Equivalent	Select from Drop-down menu. Will auto-populate Enter CGPA established by the school attending. Only required for 4-yr applicants. Will auto-populate if required.
Box 1 Statement of Military Aptitude and Motivation	Must be completed by the current Company Commander Attach a separate sheet of paper if more space is needed and include applicant's full name, SSN and the item # you are completing (ex., Smith, John P., 123-45-6789, Item #1 continued).
Box 2. Statement of Performance and Potential	Must be completed by the current Company Commander.
Company Commander's Recommendation	Select appropriate recommendation.
Is Soldier IAW AR 600-8-2	Select "Yes" or "No".
Grade Name of Company Commander Telephone Number Email Address	Enter 3-character rank. Enter full name. Enter area code and country code, if overseas. Enter Enterprise Email Address
Signature of Commanding Officer	Sign Document. Ensure all items are complete before digitally signing. Cannot delete digital signature once signed.
Date	Select date from drop-down menu.
Box 3. Battalion Commander's Recommendation	Select appropriate recommendation
Grade Name of Battalion Commander Telephone Number Email Address	Enter 3-character rank. Enter full name. Enter area code and country code, if overseas. Enter Enterprise Email Address
Signature of Battalion Officer	Sign Document. Ensure all items are complete before digitally signing. Cannot delete digital signature once signed.
Date	Select date from drop-down menu.

Box 4. Applicant's Personal Statement - Must be completed	Requires a written or typed statement why Soldier desires a commission as an Army Officer. If additional space is required attach a separate sheet of paper and include Soldier's full name, SSN and the item # completing (ex., Smith, John P., 123-45-6789, Item #Box 4. continued).
ACTIVE DUTY OPTION APPLICANTS ONLY	Read and Initial statements 1-14.
Signature of Green to Gold Applicant	Sign Document. Ensure all items are complete before digitally signing. Cannot delete digital signature once signed.
Date	Select from drop-down menu.

Enclosure 3

Commanders Green to Gold Hip Pocket Scholarship Program Participants

Div/Corp/Command	Location	Auth Scholarships
101st Air Assault	Fort Campbell	5
10th Mountain Division	Fort Drum	5
1st Armor Division	Bliss	5
1st Cavalry Division	Fort Hood	5
1st Infantry Division and Fort Riley	Fort Riley	5
21st Theater Sustainment Command	Europe	3
25th Infantry Division	Hawaii	5
2d Infantry Division	Korea	5
3rd Infantry Division	Fort Stewart	5
4th Infantry Division	Fort Carson	5
7th Infantry Division	Joint Base Lewis-McChord	5
Eighth US Army	Korea	3
First Army Div West	Fort Hood	2
82nd Airborne Division	Fort Bragg	5
US Army Fires Center of Excellence at Fort Sill	Ft Sill	2
US Army Intelligence Center of Excellence and Fort Huachuca	Ft Huachuca	2
Aviation Center of Excellence and Fort Rucker	Ft Rucker	2
US Army Maneuver Support Center of Excellence (CM/MP/EN)	Fort Leonard Wood	2
Joint Readiness Center Fort Polk	Fort Polk	2
US Army Alaska	Joint Base Elmendorf-Richardson	5
I Corp and Joint Base Lewis-McChord	Joint Base Lewis-McChord	3
III Corp and Fort Hood	Fort Hood	3
US Army Maneuver Center of Excellence and Fort Benning	Fort Benning	2
National Training Center and Fort Irwin	Fort Irwin	2
North Atlantic Treaty Organization (NATO)	Germany	1
US Army Combined Arms Support Command and Sustainment Center of Excellence	Fort Lee	2
Cyber Center of Excellence and Fort Gordon	Fort Gordon	2
US Army Special Operation Command	Fort Bragg	2
US Army Soldier Support Institute	Fort Jackson	2
US Army Africa/ Southern European Task Force	Europe	2
United States Army Europe and Seventh Army	Germany	3
International Security Assistance Force Joint Command	Afghanistan	3
44 th Medical Brigade	Fort Bragg	1

Commanders Green to Gold Hip Pocket Scholarship Program Participants

Div/Corp/Command	Location	Auth Scholarships
Military Surface Deployment and Distribution Command	Alexandria	1
13 th Sustainment Command (Expeditionary)	Fort Hood	2
19 th Sustainment Command (Expeditionary)	Korea	2
593 rd Sustainment Command (Expeditionary)	Joint Base Lewis-McChord	2
USNORTHCOM and NORAD	Peterson AFB	2
Headquarters, US Army Cadet Command	Fort Knox	2
US Army Training Center of Excellence and Fort Jackson	Fort Jackson	2
20 th CBRNE Command	APG	2
Joint Forces Headquarters-National Capital Region	DC	2
Joint Multinational Training Command	Germany	1
3d Sustainment Command (Expeditionary)	Fort Knox	2
US Army Network Enterprise Technology Command	Fort Huachuca	2
US Army Recruiting Command	Fort Knox	2
US Army Human Resources Command	Fort Knox	2
94 th Army Air Missile Defense Command	Hawaii	2
US Army Pacific	Hawaii	2
US Army Space and Missile Defense Command	Redstone Arsenal	2
8 th Theater Sustainment Command	Fort Shafter	2
32d Army Air Missile Defense Command	Fort Bliss	2
The Judge Advocate General	DC	1
US Army Japan and I Corps	Japan	2

Enclosure 4