



Arizona State University

Naval Reserve Officers Training Corps (NROTC)

Marine Enlisted Commissioning Education Program

16 September 2024

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UNIT CONTACT INFORMATION

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OVERVIEW

The Sea Devil Battalion is made up of students attempting to complete a degree and commission in the United States Navy and Marine Corps. MECEPs and STA-21 will be a part of and integrate into the midshipmen battalion.

The NROTC Unit Commanding Officer is a Navy Captain, with a staff that includes an Executive Officer, Marine Officer Instructor (MOI), Assistant Marine Officer Instructor (AMOI), and Navy Lieutenants as advisors. The AMOI will be your Staff Non-Commissioned Officer in charge. It is your responsibility to keep the AMOI advised of any issues pertaining to you while in the program. You will also have regular counseling sessions with the MOI and must keep them informed of all academic issues immediately as they occur. All interaction with the staff will be consistent to the customs and courtesies Marines are expected to adhere to.

MECEPs are not midshipmen and will not be treated as one. The rank you have earned will be respected while in the unit. MIDN will address you by your rank and the unit staff will expect you to conduct yourself appropriately. MECEPs are expected to maintain a regular schedule in line with completing their degree and be a positive example to the rest of the battalion. As a student at Arizona State University you will see and interact with the MIDN on a routine basis. They look to you as mentors and rely on your experience to better their understanding of the military lifestyle.

The Sea Devil Battalion is divided up into platoons with billets assigned to students for the duration of one semester. Students are rotated through various billets throughout their time in the battalion in order to fully prepare them for future service in the Navy or Marine Corps. There will be a chain of command in place separate from your AMOI. MECEPs will have a younger MIDN in the chain of command giving orders at times. Adherence to the structure used is important to the professional development of every student in the battalion.

The battalion is made up of a few different types of students. Upon graduation, all students are commissioned as Ensigns or Second Lieutenants in the United States Navy or Marine Corps. Different classification of students is outlined below:

Officer Candidates (OCs). OC's are active duty Navy personnel that have been selected to the Seaman to Admiral-21 (STA-21) Program and assigned to the NROTC unit. OC's wear a similar uniform to the MIDN and are referred to as "OC", but retain active duty pay and benefits. They have 3 years to complete degree requirements and commission as an Ensign in the United States Navy.

Marine Enlisted Commissioning Education Program (MECEP). MECEPs are active duty Marines that have been selected through a highly competitive selection process and afforded the opportunity to complete a degree program and commission as a Second Lieutenant in the United States Marine Corps. MECEPs are integrated into the unit along with the MIDN and wear the USMC Service uniform when required. MECEPs retain full active duty pay and benefits and will be referred to by their appropriate rank.

Navy and Marine Midshipmen. At Arizona State University (ASU), a Midshipman refers to a student who is part of the Naval Reserve Officers Training Corps (NROTC) program. The NROTC program at ASU is designed to train and prepare students to become commissioned officers in the U.S. Navy or Marine Corps upon graduation. As Midshipmen in the NROTC program, students undergo both academic and military training. They take naval science courses, participate in physical training, and engage in various leadership and naval exercises. This training aims to develop their leadership skills, military knowledge, and overall preparedness for a career as a naval officer. The term "midshipman" in this context is used to denote their status as future naval officers in training.

DAILY/WEEKLY ROUTINE & REQUIREMENTS

There are minimal requirements for NROTC students, to include MECEPs, throughout the academic semester. There will be a 2-3 PT sessions and a weekly leadership lab during the semester. The remainder of your day is based upon the academic schedule you set in place. Assigned billets will require more time from students in order to fully accomplish their responsibilities. Every MECEP can expect to be assigned a semester-long officer type billet while enrolled in the unit.

Physical Training (PT): (Usually held at the Tempe Campus)

- PT is conducted every Monday and Wednesday from 0645-0800
- Fitness Enhancement Program (FEP) PT is conducted Thursdays from 0645-0800 for those who fail to maintain a 265 PFT or a Excellent Low on the PRT
- Marine option PT is conducted every other Thursday from 0645 -0800

Leadership Lab:

- Leadership labs are conducted every Tuesday from 0545-0800 at the Tempe Campus

Class Enrollment:

- Maintain full time status
 - Spring and Fall Semesters: 12 Credits (Does not include NAV 194 Naval Physical training or NAV 194 Naval Leadership Lab)
 - Summer: 6 Credits
- Complete the 3 required Naval Science Classes Prior to graduation
 - NAV 303: Evolution of Warfare (Offered in the Spring Tuesday/Thursday 1030-1145 on the Tempe Campus)
 - NAV 403: Fundamentals of Maneuver Warfare (Offered in the Fall Tuesday/Thursday 1030-1145 on the Tempe Campus)
 - NAV 402: Leadership and Ethics (Offered in the Spring Tuesday/Thursday 0900-1015 or 1200-1315 on the Tempe Campus)
- Class selection and enrollment should not interfere with either Physical Training or Leadership Labs

Academic. MECEPs will be required to complete their degree program in the least amount of time while maintaining the required hours of a full-time student at the university, including the summer semesters. MECEPs must keep the MOI advised of all issues regarding academics. Class attendance is mandatory, but your schedule is completely driven by your degree plan. Throughout your time in the MECEP program you will be required to take a few Navy courses that must be worked into your degree plan. MECEPs must remain in a good academic standing with a GPA above a 2.5.

Physical Training (PT). A MECEP's ability to maintain a high level of fitness while in the program is extremely important for your future at TBS and in order to reinforce the positive image of an active duty Marine. PT sessions are from 0645-0800 on Monday and Wednesday with the entire battalion. Thursday morning from 0645-0800 is designated as remedial for all required. The standards set to stay off remedial are 265 or above PFT. These standards exist to better prepare Marines and MIDN for the rigors of OCS and TBS after commissioning. Each semester will have an initial, midterm and final PFT depending on the time of year. The final scores will also be recorded for semi-annual requirements in your official record. The PT program is built to suit the entire battalion, so MECEPs are encouraged to stay involved in a fitness routine beyond the unit requirements.

Leadership Lab. Every Tuesday the entire battalion meets for their weekly Leadership lab from 0600-0800. Attendance in this period is mandatory for MECEPs and MIDN. Uniform for the lab period will always be the appropriate seasonal uniform unless prescribed differently by the AMOI. Every week the plan of the week (POW) and letter of instruction (LOI) will be released in order to prep all members of the unit for the lab. Topics will range from service specific training to US Navy/Marine Corps policies and general military subjects. MECEPs will be used on occasion to assist the MOI/AMOI instructing the MIDN through small group practical application or teaching classes.

Professionalism. MECEPs retain the rank and respect they deserve as an SNCO/NCO in the United States Marines Corps. The MIDN will refer to you by your appropriate rank and return the respect they show all active duty in the unit. However, MECEPs will be mixed throughout the battalion in order to provide guidance and mentorship to younger MIDN. MECEPs are required to be a positive example of an active duty Marine within the battalion ranks at all times. You will have MIDN billets over you that will be in your chain of command and your cooperation is important in order for them to accomplish their duties.

CHECK-IN PROCEDURES

Contact the AMOI prior to check-in to schedule your report in day. To check-in you will need to report to the MOI/AMOI's office in your Service "A" uniform.

After checking in with the command you will be directed to the I&I for admin check in purposes located at Luke Air Force Base (AFB). A copy of your orders and your records must be retained for use at Luke AFB medical and dental.

The majority of unit gatherings will be held on the ASU Tempe campus. Because ASU has multiple sites for different majors, housing should be secured in a location that can accommodate both classes and unit functions.

MECEP INBOUND CHECKLIST

All MECEP Marines must hand carry the below documents and provide to the Marine Officer Instructor or Assistant Marine Officer Instructor upon reporting to the NROTC school.

_____ **COPY OF TECOM APPROVED DTS ORDERS (NON LOCAL)/COMMAND ENDORSED**

(LOCAL) SENDING YOU TO OCS

_____ **OCS TERMINATION ORDERS**

_____ **ALL SIGNED DD FORM 4s FROM TIME OF ENTRY TO CURRENT**

_____ **STATEMENT OF UNDERSTANDING ON SEXUAL ASSAULT/HARRASSMENT**

_____ **PROGRAM SERVICE AGREEMENT**

_____ **APPROVED 368 IF AR MARINE PRIOR TO SELECTION**

_____ **SSN CARD (SELF/DEPENDENTS)**

_____ **PROOF OF CITIZENSHIP (SELF/DEPENDENTS)/PG 11 DUAL CITIZENSHIP (SELF)**

_____ **MARRIAGE CERTIFICATE/DIVORCE DECREE**

_____ **RESTRICTION ON PERSONAL CONDUCT IN THE ARMED FORCES AND SEPARATION**

POLICY SOU

_____ **MARINE CORPS POLICY CONCERNING USE OF DRUG SOU**

_____ **MARINE CORPS POLICY CONCERNING FRATERNIZATION SOU**

- SERVICE MEMBER CIVIL RELIEF ACT SOU
- NAVMC 11000 DATA REQUIRED BY THE PRIVACY ACT OF 1974
- TATTOO SOU
- CMC CORPS VALUE
- MARINE CORPS POLICY CONCERNING MILITARY OCCUPATIONAL SPECIALTIES
- NATIONAL AGENCY CHECK
- VACCINATION SOU
- PARTICIPATION IN CRIMINAL GANG AND EXTREMIST ORGANIZATIONS SOU
- ACCESSION SCREENING QUESTIONNAIRE
- MENTAL QUALIFIER (TEST SCORES)
- TATTOO SCREENING FORM TO INCLUDE PHOTOS/PICTURES OF BODY MARKINGS
- DRUG STATEMENT FORM
- NON-TRAFFIC FORM
- MINOR TRAFFIC FORM

TUITION/FINANCIAL AID

Prior to your arrival at the NROTC unit there are a few steps that are vital to your academic success. First, contact the university's Veteran Affairs Office. The VA will be your primary point of contact for all matters pertaining to your GI bill. MECEPS utilize either Chapter 30 or 33 benefits for tuition. The choice of which benefits to use is completely up to the individual Marine. Arizona State University offers an active duty in state tuition rate, regardless of your state of residence. There is a Military Exception: Certification Document on the ASU residency dashboard that can be filled out, signed by the MOI and submitted for in state tuition rates. In addition, it is highly recommended that you apply for the Federal Student Aid (FAFSA) at www.fafsa.ed.gov/. MECEPs are not permitted to use the Marine Corps Tuition Assistance Program. If there are any remaining questions regarding tuition, contact the financial aid office.

<p>Pat Tillman Veteran Center (Tempe Campus)</p> <p>Memorial Union, Lower Level, room 75, 301 E Orange St., Tempe, AZ 85281 Phone: (480) 965-7723 Fax: 480-522-3058 Email: ptvc@asu.edu Website: http://www.sa.sc.edu/veterans/</p>	<p>Financial Aid and Scholarship Services (Tempe Campus)</p> <p>1151 S Forest Ave Room 206, Tempe, AZ 85281 Phone: (855) 278-5080 Website: https://tuition.asu.edu/</p>
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[https://urldefense.com/v3/ https://www.mcrc.marines.mil/Marine-Officer/Officer-Naval-Enlisted-Applicants/ ;!!IKRxdwAv5BmarQ!dT49hqfaQEryuqLusdKVklm3jW0UnFVWy2W-0QZ98JK1SFBZwxHCsXX0QmLU42vp_gbloWOJQZvBBhxIkH\\$](https://urldefense.com/v3/https://www.mcrc.marines.mil/Marine-Officer/Officer-Naval-Enlisted-Applicants/;!!IKRxdwAv5BmarQ!dT49hqfaQEryuqLusdKVklm3jW0UnFVWy2W-0QZ98JK1SFBZwxHCsXX0QmLU42vp_gbloWOJQZvBBhxIkH$)

Additionally, above is a link for any forms that we may need for NROTC