

Memorandum of Instruction for Division Commander's Hip Pocket  
Scholarships (Dedicated 2, 3, 4-year Green to Gold Scholarships) for  
SY 11/12

1. This memorandum of instruction provides eligibility criteria and instructions for completing the Green to Gold Scholarship application (Cadet Command Form 173-R) required when submitting nominations for the Hip Pocket Scholarship. In addition to Cadet Command Form 173-R, the Division Commanding General must submit a letter nominating the Soldier for this scholarship. The nomination process is at the discretion of the Division Commander. Upon receipt of nomination letter and the application, Cadet Command will review the application to ensure eligibility requirements are met. Afterwards, the Soldier's chain of command will be informed of the Soldier's status as a qualified or conditional winner (conditional-medical or conditional-admin or both). Once the Soldier is fully qualified, the Division Commanding General will be notified. There is no board process at Headquarters, Cadet Command. **The award of scholarship becomes final only when the nominee is fully qualified and has no unresolved medical or administrative issues.**

2. This scholarship will pay full tuition, as well as \$1200.00 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 for SY 11/12 must be received by Cadet Command NLT 1 April 2011. If the Soldier nominated requires any waivers, the earlier the application is submitted the better chance the Soldier has of receiving required approvals in time to start school in the fall. In addition, ensure a point of contact is annotated on the nomination letter for coordination purposes.

4. Enclosed is an eligibility checklist (enclosure 1) which should assist in verifying if the nominated Soldier qualifies for this scholarship. Ensure all Soldiers are qualified for 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. A waiver may be requested.

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. Enclosure 2 is the instructions for completing the Green to Gold Scholarship application, Cadet Command Form 173-R. Please access the forms at the GoArmy.com website at [www.goarmy.com/rotc/enlisted\\_Soldiers.jsp](http://www.goarmy.com/rotc/enlisted_Soldiers.jsp). Under the Enlisted Soldiers section click on Green to Gold Scholarship Option & Application Download, then scroll down and click on Download Application for Scholarship Option Program.

7. Enclosure 3 is a list of the approved participating Division Commanders along with their authorized allocations.

8. Point of contact for this action is Ms. Gloria Pringle, DSN 680-3341, (757) 788-3341, or [gloria.pringle@usacc.army.mil](mailto:gloria.pringle@usacc.army.mil). **Please provide the name and e-mail address for your Hip Pocket Scholarship point of contact.**

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

<b>STANDARD</b>	<b>YES</b>	<b>NO</b>	<b>NOTES</b>
U.S. citizen			Nonwaiverable
Be under 31 years of age on 31 December of the projected year of commissioning.			Nonwaiverable
Be considered a SAL (Scholar, Athlete, & Leader)			
<b>Scholar</b> -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			
<b>Athlete</b> -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.			
<b>Leader</b> -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.			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			Nonwaiverable

STANDARD	YES	NO	NOTES
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 are ineligible.			
Minimum Cumulative Grade Point Average (CGPA) 2.5 on a 4.0 scale			4-year applicants provide the High School CGPA. 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 a Bachelor degree. Have no more than 2 years remaining to complete a Master's degree.			<b>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)</b>
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)			Nonwaiverable
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

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

For more information or to submit an application, contact Ms. Gloria Pringle at DSN 680-3341, (757) 788-3341 or fax (757) 788-5781. Internet address: <http://www.goarmy.com/rotc/enlisted-soldiers/pocket-scholarship.html>

**INSTRUCTIONS FOR COMPLETING CADET COMMAND FORM 173-R  
U.S. ARMY ROTC GREEN TO GOLD 4-, 3-, AND 2-YEAR  
SCHOLARSHIP APPLICATION**

ITEM	REMARKS
Scholarship Award Year	Enter FALL – Nominations for the Hip Pocket Scholarship is only available for those applicants applying to start school in the fall semester
Board	Enter: Board 1 - fall enrollment
1. Social Security Number	Self-explanatory
2. Last Name	Self-explanatory
2a. First Name	Self-explanatory
2b. Middle Initial	Self-explanatory
3. Application Type	Select the appropriate code for the type of scholarship that is being applied for from the drop down menu: 2 – 2 YR                      4 – 4 YR 3 – 3 YR                      M - Masters
3a. Green to Gold Active Duty Option Program	<b>2-year and Masters applicant's only.</b> If you wish to also be considered for the Green to Gold Active Duty Option Program enter "Yes", otherwise enter "No". <b>NOTE:</b> The HP nomination is for the scholarship ONLY. Applicants that express interest in the ADO program will have to compete due to the limited number of allocation.
4. Date of Birth	Enter as Month, Day and 4-digit Year <b>with</b> slashes; ex. 12/31/1988
5. Sex	Enter either Male or Female.
6. Race	Enter your Racial/Ethnic Descent
	American Indian or Alaska Native
	Asian
	Black or African American
	Native Hawaiian or Other Pacific Islander
	White
	Hispanic or Latino
	Other
	Not Hispanic or Latino
7. Work Street Address	Enter the unit street address
7a. Work City	Enter unit city
7b. Work State	Enter the two character state abbreviation (ex., VA, AL, etc.)
7c. Work Zip Code	Enter the unit zip code
7d. Work Phone Number	Enter the unit phone number. Include area code and if overseas include the country code.
8. Home Street Address	Self-explanatory
8a. Home City	Self-explanatory
8b. Home State	Enter the two character state abbreviation (ex., VA, AL, etc.)

8c. Home Zip Code	Self-explanatory
8d. Home Phone Number	Include area code and if overseas include the country code.
9. Marital Status	Enter the appropriate code. S - Single, M - Married, or D - Divorced
10. Number of Dependents	Enter the number of dependent children.
11. Spouse Military	If spouse is a member of any Armed Services select "Yes" other wise select "No".
12. Citizenship	Enter the appropriate category:
	C = U.S. Citizen
	N = Non-U.S. Citizen
	P = Pending
12a. Naturalization Number	If naturalized enter the naturalization number in space provided and submit the naturalization certificate with the application
13. Rank	Enter your current.
14. Applicant E-Mail Address	AKO address ( <b>Mandatory item</b> )
15. Date of Current Enlistment	If this is your <b>first enlistment leave this entry blank</b> . If you have re-enlisted this date will be the date of your current re-enlistment. Enter as Month, Day, and 4-digit Year with slashes ex., 12/31/2001
16. Enlisted Expiration Date	Enter as Month, Day, and 4-digit Year with slashes ex., 12/30/2006
17. Date of Original Enlistment	Enter your first enlistment, Basic Active Duty Service Date (BASD); enter as Month, Day, and 4-digit Year with slashes ex., 06/25/1996
18. MOS	Enter the first three digits of your primary MOS
19. General Technical Aptitude Area Score (GT)	Self-explanatory
20. Civil Convictions	Enter either "Yes" or "No." Indicate "Yes" if you have been arrested, indicted or convicted of violating <b>any</b> civil or military law or had <b>any</b> adverse juvenile adjudication or other adverse disposition imposed except minor traffic violations for which a fine of \$250.00 or less was imposed. List <b>ALL</b> convictions, <b>even</b> if expunged.
21. Army Physical Fitness Test (APFT) Push-Ups	Enter the exact number of repetitions.
22. Army Physical Fitness Test (APFT) Sit Ups	Enter the exact number of repetitions.
23. Army Physical Fitness Test (APFT) 2-Mile Run	Enter the exact time in minutes and seconds.
24. APFT Sum	Calculate APFT events for a total APFT sum.
25. APFT Pass	Enter either "Yes" or "No". If total APFT sum is <b>equal to or greater than 180</b> enter "Yes". If total APFT sum is <b>not equal to or greater than 180</b> enter "NO".

**Commanders Green to Gold Hip Pocket Scholarship Program Participants**

<b>Div/Corp/Command</b>	<b>Location</b>	<b>Auth Scholarships</b>
101st Air Assault	Fort Campbell	5
10th Mountain	Fort Drum	5
1st Armor	Germany	5
1st Cavalry	Fort Hood	5
1st Infantry	Fort Riley	5
21st Theater	Europe	3
25th Infantry	Hawaii	5
2d Infantry	Korea	5
3rd Infantry	Fort Stewart	5
4th Infantry	Fort Hood	5
First Army Div West & Ft Carson(formerly 7th Infantry Division)	Fort Carson	2
82nd Airborne	Fort Bragg	5
US Army Fires Center of Excellence and Fort Sill (AD/FA)	Ft Sill	2
Army Intelligence Center	Ft Huachuca	2
Aviation Center	Ft Rucker	2
US Army Maneuver Support Center of Excellence (CM/MP/EN)	Ft Leonard Wood	2
Fort Polk	Fort Polk	2
Ft Richardson, Alaska	Fort Richardson	2
I Corp	Fort Lewis	3
III Corp	Fort Hood	3
US Army Maneuver Center of Excellence and Fort Benning	Ft Benning	2
National Training Center	Fort Irwin	2
NATO	Germany	1
Sustainment Center of Excellence and Fort Lee (OD/QM/TC)	Fort Lee	2
Signal Center	Ft Gordon	2
United States Army Special Operations Command	Fort Bragg	2
United States Army Soldier Support Institute	Ft Jackson	2
Southern Europe	Europe	2
V Corp	Germany	3
XVIII Corps	Fort Bragg	3
44 <sup>th</sup> Medical Command	Ft Bragg	1
Military Surface Deployment & Distro Command	Alexandria	1
19 <sup>th</sup> Theater Support Command	Germany	2
NORAD and USNORTHCOM	Peterson AFB	2
United States Army Accessions Command	Fort Knox	2
Basic Combat Training Center of Excellence and Ft Jackson	Fort Jackson	2
US Army 20 <sup>th</sup> Support Command	APG	2
Joint Forces HQ, National Capital Region	DC	2
Joint Multinational Training Command	Germany	1
3d Sustainment Command Expeditionary	Fort Knox	2
US Army Network Enterprise Technology Command (SC)	Fort Huachuca	2