CHAPTER FOUR: ADVANCED TRAINING

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0401 PURPOSE

1. General. The advanced training programs provide cadets with an introduction to the U.S. Navy, naval, and general maritime career fields, supported by classroom and practical training in service specialties of their choice. Opportunities to train at other service component bases and stations, as well as opportunities to train at maritime academies, onboard NOAA ships, and with other maritime related or general citizenship programs is also provided.

2. Funding. The NSCC has been successful over the past several years in obtaining a federal grant in support of the program because of its merit. Grant monies are specifically targeted for reducing cadet costs associated with training. With the inception of the Federal Grant, the opportunity for cadets to attend a training evolution, and in some cases multiple evolutions, has been greatly enhanced, giving cadets greater opportunities to advance in the program.

3. Schedules. The training evolution schedule for the summer months will be promulgated to the field by posting on MAGELLAN in early March of each year. The winter schedule is usually posted in early November. Spring training may also be available, and if so will be similarly advertised.

4. Administration. All training applications and order processing will be done using MAGELLAN, the online NSCC Unit Management System.

5. Uniforms. COTCs are authorized to specify the uniform requirements for their training evolutions for safety and comfort. Due to funding and/or availability constraints, units may have different working uniforms; working uniforms as prescribed for units are also the authorized working uniform for recruit and advanced training. Cadets who do not have the prescribed working uniform will not be excluded from training unless participation would present a safety issue to the cadet.
0402 TRAINING CODES

1. **General.** Training codes are used to identify a specific training evolution. These codes are assigned when a training evolution is scheduled in MAGELLAN.

2. **National Training.** Codes for training evolutions are comprised of four parts; category, location, year, and the sequence number. In the example provided, this training is: Navy Shore, NSCC Recruit Training, held in California, during 2015. This is the first event that calendar year.

   \[
   \begin{array}{c|c|c|c}
   \text{Category} & \text{Location} & \text{Year} & \text{Sequence #} \\
   \hline
   RT & CA & 15 & 01 \\
   \end{array}
   \]

   **FIGURE 4-2-1 TRAINING CODE EXAMPLE**

3. **Local Training.** When conducting local training not organized by National Headquarters, the same coding system is used if advancement credit is intended. Local trainings authorized for advancement credit are administered though MAGELLAN. Those trainings conducted using Local Training Authorization (NSCTNG 003/004) that are not for advancement credit, would use the appropriate Training Code, less sequence number.

4. **Training Codes.** Refer to Appendix 2, the NSCC Homeport and MAGELLAN for a list of current codes.

5. **Note.** As additional opportunities are developed they will be added. Not all training evolutions within a given category will be the same. Availability of local resources, to include instructors and training aids, are vastly different from one location to another and dictate differences in training potential.

0403 TRAINING CATEGORIES

1. **Aviation.** This category includes training that focuses on military and civil aviation, aircraft maintenance, aircraft operations, and FAA certified ground and flight schools.

2. **Coast Guard.** This category includes training that focuses on the mission and operations of the United States Coast Guard. Trainings may include small boat and cutter operations, helicopter maintenance, maritime law enforcement, indoctrination programs at the U.S. Coast Guard Academy, and sailing aboard the Coast Guard Barque EAGLE.

3. **Construction.** This category includes training that focuses on the mission of the Navy’s Construction Battalions, or “Seabees”. Training can also include industrial skills training in the construction trades.

4. **Dive.** This category includes training that focuses on basic and advanced dive certifications, underwater research, and the explosive ordnance disposal program.

5. **Food Services.** This category includes training that focuses on the culinary arts, food preparation, nutrition, and mess/galley management.
6. **Leadership and Professional Development.** This category includes training that focuses on cadet and officer leadership development programs.

7. **Medical and Health.** This category includes training that focuses on the medical and health fields, physical fitness and drug education.

8. **Navy Shore.** This category includes training focused on Navy occupational specialties and rating fields, as well as indoctrination programs at the U.S. Naval Academy.

9. **NLCC Training.** This category includes all training related to NLCC Cadets such as NLCC Orientation and NLCC Advanced Trainings. Although these trainings are available, they are NOT a requirement for advancement. However, a Navy League Cadet must complete NLCC Orientation prior to attending an NLCC Advanced Training.

10. **Public Safety.** This category includes training in law enforcement, firefighting, safety, and marksmanship.

11. **Recruit Training.** This category includes NSCC Recruit Training, both 9 and 14 day models.

12. **Regional Evolutions.** This category includes trainings that would be conducted under the organization and authority of the Regional Director. Refer to Chapter THREE for additional information.

13. **Seamanship.** This category includes training in marlinspike, sailing, and shipboard training.

14. **Special Operations.** This category includes training in SEALs, SWCC, EOD, and other similar trainings.

15. **Notes**

   a. Where possible, and as available, NHQ will maintain a master curriculum for each of the general training categories to serve as a footprint or model.

   b. To qualify and receive credit for advanced training (AT), cadets must first successfully complete NSCC Recruit Training (RT).

   c. To attend NLCC Advanced Training, NLCC cadets must first attend NLCC Orientation.

   d. Unit Commanding Officers must be familiar with the prerequisites for each AT before applying in MAGELLAN and submitting the Request for Training (NSCTNG 001) to the COTC. Prerequisites will be noted in the “Remarks” section of the training listing. Unit COs should contact the COTC if there are any questions regarding the prerequisites.
**LOCALLY ARRANGED TRAINING**

1. **General.** Trainings that are arranged by the unit CO and not coordinated by National Headquarters or listed on the Summer/Winter Training Schedule in MAGELLAN will be considered a “Locally Arranged Training”. Locally arranged training evolutions are NOT considered advanced training for advancement purposes unless approved specifically by NHQ. Military Recruiting Office/Station Duty is the only exception to this rule. To receive advancement credit as Locally Arranged Training, training must meet the following criteria:

   a. The proposed training must be a minimum of 5 days.

   b. The training must support the mission of the unit and the goals and objectives of the Naval Sea Cadet Corps.

   c. The proposed training must be in a “structured” environment.

   d. A critical element of advanced training (in addition to subject matter learned) is the leadership/followership attributes learned when training with a group of cadets. Serving in superior and subordinate positions, as well as learning to take and give direction, are vital for cadet development. One or two cadets assigned on local orders to a legal office or dental clinic, although meeting the above listed criteria, may not provide the leadership/followership training so essential to the NSCC program. Accordingly, the general policy is that NSCC cadets may count only one such assignment toward advancement (subject to NHQ approval) in their NSCC career. NHQ will entertain waivers of this policy when warranted, taking into consideration cadet performance and personal family financial situations. E-mail requests via the chain of command are encouraged.

   e. If funding is required, the Local Funding Request (NSCTNG 023) will be submitted.

   f. **Check with local NSCC Chain of Command before organizing a Locally Arranged Training.** Most bases where regular annual training is conducted remain very sensitive to visitors, and very focused on their particular base security measures. Where access has been gained, it is because of good working relationships, trust, and in many cases site-unique arrangements between the host command and the local NSCC unit and officers. Everyone must honor and respect these arrangements; this is done through advance coordination with the cognizant Regional Director and/or NHQ Representative. It is imperative that the local NSCC Chain of command is consulted when training is conducted at a location that is not the unit’s normal training location. If the local command advises that it is not wise to go, don’t go! This applies to locally arranged training, unit drills, or education-orientation visits.

   g. **The unit commanding officer must request and receive approval from NHQ via the chain of command for all locally arranged training to be considered for advanced training for advancement purposes.**

   h. **To provide authorization and document training, the Locally Arranged Training Authority - Cadet (NSCTNG 003) or Locally Arranged Training Authority - Officer (NSCTNG 004) will be utilized.** Upon completion of training, and once the orders have been properly endorsed, the originals will be retained in the cadet/adult service record, in accordance with the NSCC Administration Manual, Chapter ONE, and training completion will be documented in MAGELLAN. If training is credible towards advancement and orders were issued via MAGELLAN, training completion and credit will be electronically posted to the cadet record.
1. **Mission.** NSCC Recruit Training is designed to foster personal growth in the areas of character, courage, and professional competence for newly enrolled cadets.

2. **Goals.** The goals of the training are to ensure the cadet feels comfortable when in a military uniform situation, to develop self-confidence in the individual’s role as a Sea Cadet, and to instill a sense of pride in one’s accomplishment upon successful completion of the training. Modeled after the US Navy recruit training curriculum, NSCC recruit training serves as the cornerstone for the successful completion of all follow-on NSCC training, ensuring each cadet feels comfortable training onboard any service component base, station, or ship to include MARAD platforms. Safety, security, and responsibility for shipmates is also enhanced through a variety of watchstanding assignments, frequent musters ensuring cadet accountability, and general first aid and safety training. Learned in recruit training, these characteristics carry through to all follow-on NSCC training.

3. **Purpose.** Recruit training is the cadet’s introduction to military routine and discipline and is the first step toward advancing in the Sea Cadet Program. Cadets normally spend 14 days learning basic Navy subjects, elementary seamanship, basic damage control, and physical fitness. It is the unit Commanding Officer’s responsibility to ensure that cadets are prepared medically, physically and psychologically prior to attending Recruit Training. All NSCC Recruit Training sites will standardize recruit training as follows:
   a. Provide a standardized 9-day or 14-day NSCC Recruit Training course of instruction.
   b. Offer common testing at training sites; the material covered on the test may be altered to correspond with the classroom material presented.
   c. Utilize seabag requirements listed in the Uniform Regulations, which may be tailored to the specific training site.
   d. Implement the standard organizational structure for NSCC training sites.
   e. Include an awards program for all NSCC Recruit Training sites in accordance with the NSCC/NLCC Awards Manual.
   f. Foster positive motivational methods for all training sites in accordance with the guidelines for Permissive Corrective Behavior/Correctional Instruction

4. **Curriculum.** NSCC Recruit Training sites will follow an established standardized curriculum which includes a total of 120 hours of instruction, as follows:
   - Welcome Aboard/Command Introduction
   - Training Overview
   - Classroom Etiquette
   - Sexual Harassment
   - Equal Opportunity
   - Hazing
   - Fraternization
   - Physical Fitness Training
NSCC RECRUIT TRAINING (CONTINUED)

- Military Drill
- Wearing, Stowing, and Care of Uniforms/General Housekeeping
- Mission of the Navy
- Mission of the NSCC
- Navy Core Values
- Customs and Courtesies
- Fire Fighting and Damage Control
- CBR - Chemical, Biological, Radiological
- Ship and Aircraft Familiarization
- Sound Powered Phones and Interior Communications
- Semaphore and the Phonetic Alphabet
- Safety and Fire Drills
- Personal Hygiene and Grooming
- Barracks Living/Rules and Regulations/Morning and Evening Routine
- Visual Signals
- Quarterdeck Procedures
- General Orders
- Officer and Enlisted Rank Recognition/Navy and NSCC Uniforms
- Naval Terminology/Orientation
- Deck/Marlinspike Seamanship
- Knot Tying
- Leadership
- Drug and Alcohol Abuse Awareness
- First Aid/Heat Stroke/Heat Exhaustion
- Sports/Team Building/DC Olympics
- Educational and Benefits Programs
- Swim Qualifications/Survival at Sea (if facilities are available)
- Division Officer’s Instruction
- End of Cycle Test

5. **Nine Day Model.** Additionally, Navy Recruiting Command has approved a nine-day Recruit Training Model, for the NSCC. Cadets who attend the nine-day recruit training will be required to demonstrate knowledge at the unit level, prior to attending Recruit Training, on the following subjects. The full 14 day model includes these classes.

- Standards of Conduct
- Chain of Command
- Professionalism
- Officer and Enlisted Rank Recognition
- Military Honors and Courtesies
- Navy Core Values/Decision Making
- Naval History and Heritage
- Ship and Aircraft Recognition
- Watchstanding

6. **Testing and Practical Performance.** Recruits will receive daily practical quizzes on subjects learned previously from their Division Staff, a mid-cycle examination by the Division Officer, and must take and pass a final examination proctored by the Training Officer.
7. **Evaluations.** Each Recruit will be evaluated upon the completion of training using the following standards, and graded accordingly:

- Adaptability (10%)
  - Environment
  - Coping
  - Interpersonal
- Military Behavior (20%)
  - Watchstanding
  - Demeanor and Actions
- Leadership/Followership (20%)
- Military Appearance (20%)
- End of Cycle Test (20%)
- Physical Readiness (10%)

8. **Prerequisites.** In order to attend either the 14-day or the 9-day Recruit Training model:

   a. NSCC Cadets must be enrolled 6 weeks prior to the start of the training. This time limit is established to ensure proper enrollment, obtain required uniforms, and to review BMR requirements. Magellan will prevent registration of cadets who do not meet this requirement.

   b. The cadet must pass a Physical Fitness Test prior to being released to attend training.

   c. NSCC Cadets must be 13 years 270 days old to attend Recruit Training. Former NLCC cadets who successfully completed NLCC Basic Orientation may attend NSCC RT at 13 years old if they are considered mature enough by their unit commanding officer. Magellan will prevent registration of cadets who do not meet these minimum requirements.

   d. For those cadets attending, they must receive training on the subjects covered in Chapters 1, 5, 6, 9, and 10 of the Basic Military Requirements Course (NAVEDTRA 14325) prior to reporting. These chapters provide the requisite knowledge needed to complete recruit training. While completion of the entire BMR is strongly encouraged, training at the unit level on this material meets the prerequisites for attendance. The unit commanding officer’s signature on the orders and the training registration in MAGELLAN certifies the cadet’s readiness for training.

   e. The cadet must obtain the required uniform items (Sea Bag List) and comply with directives as prescribed by the Commanding Officer of the Training Contingent (COTC).

9. **Recruit Training Sites.** Sites are geographically spread across the entire United States. When approving training requests, COTCs give preference to those units geographically local to the recruit training site. Attending recruit training at a local training site enhances same day ground transportation (parents can drive to the site for delivery and pickup). This is particularly important should a cadet have to be returned home early, or should the training be cancelled due to national or other emergency. This does not preclude other personnel from training at a particular location, but orders will only be provided if there is good justification and adequate space after geographically local unit personnel have been accommodated.
1. **General.** Similar in organization and subject matter to NSCC Recruit Training, but tailored to the age and maturity level of the average NLCC Cadet. While not required for advancement in the NLCC, a Navy League Cadet must complete NLCC Orientation prior to attending an NLCC Advanced Training.

2. **Mission.** NLCC Orientation is designed to foster personal growth in the areas of character, courage, and professional competence for newly enrolled NLCC cadets.

3. **Goal.** In most cases, it is the first time away from home for these cadets. The goals of the training are to ensure the cadet feels comfortable when in a military uniform situation, to develop self-confidence in the individual’s role as a Navy League Cadet, and to instill a sense of pride in one’s accomplishment upon successful completion. Modeled after NSCC recruit training, the experiences serves as the cornerstone for the successful completion of all follow-on NLCC and NSCC training. Safety, security, and responsibility for shipmates is also enhanced through a variety of watchstanding assignments, frequent musters ensuring cadet accountability, and general first aid and safety training. Learned in orientation, these characteristics carry through to all follow-on NLCC/NSCC training.

4. **Purpose.** Orientation is the cadet’s introduction to military routine and discipline, and while not a requirement for advancement, it provides a solid foundation for their success in the NLCC program. Cadets normally spend five to seven days learning basic Navy subjects, elementary seamanship, basic damage control, and physical fitness. It is the unit Commanding Officer’s responsibility to ensure that cadets are prepared medically, physically and psychologically prior to attending Orientation. All NLCC Orientation training sites will standardize training as follows:
   a. Provide a standardized NLCC Orientation training course of instruction.
   b. Offer common testing at training sites; the material covered on the test may be altered to correspond with the classroom material presented.
   c. Utilize seabag requirements listed on the NSCC Homeport, which may be tailored to the specific training site in accordance with the NSCC/NLCC Uniform Regulations.
   d. Implement the standard organizational structure for NLCC training sites.
   e. Include a common awards program for all NLCC Orientation sites in accordance with the NSCC/NLCC Awards Manual.
   f. Foster positive motivational methods for all training sites in accordance with the guidelines for Motivational Training and Permissive Corrective Behavior.

5. **Curriculum.** NLCC Orientation training sites will follow an established standardized curriculum, which includes a total of 60 hours of instruction, as follows:
   - Welcome Aboard
   - Training Overview
   - Classroom Etiquette
   - Sexual Harassment
- Standards of Conduct
- Equal Opportunity
- Hazing
- Fraternization
- Physical Fitness Training
- Military Drill
- Wearing, Stowing, and Care of Uniforms
- Mission of the Navy
- Mission of the NLCC/NSCC
- Navy Core Values
- Customs and Courtesies
- Ship and Aircraft Familiarization
- Sound Powered Phones, Semaphore and the Phonetic Alphabet
- Safety
- Personal Hygiene
- Barracks Living
- Watch Standing
- Quarterdeck Procedures
- General Orders
- Officer and Enlisted Rank Recognition
- Naval Terminology/Orientation
- Deck/Martinspike Seamanship
- Knot Tying
- Drug and Alcohol Abuse Awareness
- First Aid
- Sports/Team Building/DC Olympics
- Swim Qualifications/Survival at Sea (if facilities are available)
- Division Officer’s Instruction
- End of Cycle Test

The NLCC Syllabus will not be used as the curriculum for NLCC Orientation. This removes a valuable training aid for unit-level training. While lesson plans and topics can be taken from the Syllabus, completion of part or all of the NLCC Syllabus at NLCC Orientation should not be the goal.

6. **Prerequisites.** NLCC Cadets must be enrolled 6 weeks prior to the start of the training. This time limit is established to ensure proper enrollment and obtain required uniforms. Magellan will prevent registration of cadets who do not meet this requirement.

**0407 PETTY OFFICER LEADERSHIP ACADEMY**

1. **General.** As a tool to develop the leadership qualities of NSCC Cadets, attendance at Petty Officer Leadership Academy is a prerequisite for advancement and service as a Staff Cadet.

2. **Attendance.** Cadets must be in the rate of Airman/Seaman (E-3) or Petty Officer Third Class (E-4) to attend POLA. Cadets may not attend POLA immediately following attendance at Recruit Training.
3. **Advancement.** POLA must be completed prior to and is a requirement for advancement to Petty Officer Second Class (E-5) in the NSCC.

4. **Staff Cadets.** Those Staff Cadets that are responsible for the direct supervision of cadets under instruction are required to attend POLA prior to the issuance of Staff Cadet Orders. While POLA is not a prerequisite for service at an advanced training in a support billet, it is strongly recommended.

5. **Curriculum.** Petty Officer Leadership Academies will follow an established standardized curriculum which includes the following subjects:

   - Navy Core Values
   - Standards of Conduct
   - Fundamentals of Leadership
   - Situational Leadership
   - Conflict Management
   - Overcoming Bias and Prejudice
   - Responsibility, Authority and Accountability
   - Interpersonal Communications
   - Motivating Others
   - Fundamentals of Counseling
   - Team Dynamics
   - Knowledge of the NSCC
   - Lesson Plan Development
   - NSCC Uniforms
   - Customs, Traditions, Honors, and Ceremonies
   - Recruiting and Retention
   - Service Etiquette
   - Sexual Harassment, Hazing, and Fraternization
   - Career Opportunities in the Sea Services
   - Situational Leadership

6. **Testing.** POLA COTCs shall establish a minimum graduation standard based on assessments of the nationally approved POLA curriculum. A minimum 2.5 academic grade point average for the entire course generally reflects sufficient understanding of the course curriculum to qualify as a POLA graduate.

7. **Remediation.** Cadets scoring below this standard shall not be considered POLA graduates and therefore not entitled to advancement to PO2 or service as staff cadets; they may not enjoy such privileges until they successfully graduate from a subsequent POLA evolution. For cadets who do not graduate due to insufficient academic scores only, training credit may be given for advancement to PO3.

8. **Awards.** In accordance with the NSCC/NLCC Awards Manual, the COTC will award the Torch Appurtenance upon successful completion of POLA. An NSCC/NLCC Citation Ribbon may be awarded to the graduating Honor Cadet.
1. **General.** The USCG is a strong supporter of the NSCC and offers excellent opportunities for cadets. Training opportunities are noted in the annual current year Training Information Letter. Additionally, Unit Commanding Officers are encouraged to coordinate with USCG Stations in their area for locally arranged advanced training. To receive credit for Advanced Training, USCG Training must meet the following criteria:

   a. Training is normally scheduled for a period of approximately 12 days, but must be a minimum of 5 days to receive advancement credit.

   b. Orders should be processed in accordance with Section 0404.

   c. Prior funding approval from NHQ is not required for Coast Guard training listed in published training schedules, but advancement and funding approval is required for all other locally arranged advanced training with the Coast Guard.

   d. The Coast Guard Statement of Understanding (NSCTNG 017) must be completed by the commanding officer, parents, and cadet. The form must accompany the cadet to training.

2. **Training.** The Coast Guard provides some of our finest and most fun-filled training experiences. The NSCC does not want to jeopardize these great opportunities because personnel are unwilling or unable to follow procedures. Cadets will perform most of the same duties as their Coast Guard running mates, and are expected to do their fair share in all tasks. Safety shoes for heavy work, and non-skid shoes for boat operations are mandatory. Each training site may have additional uniform requirements as well.

3. **Quotas.** Unit Commanding Officers and/or Unit Training Officers coordinate with host USCG activities or NSCC POCs for placement of cadets. Cadets are not to attempt placement on their own. It is extremely important to ensure that cadets have confirmed a quota and reaffirmed it with the Coast Guard activity before going on advanced training. There is absolutely no room for error due to the extremely limited messing and berthing available.

4. **Fees.** All Cadets are responsible for their messing and berthing fees. DO NOT leave the training site without paying required fees! If funding is required, the Coast Guard Training Funding Request (NSCTNG 022) must be submitted to NHQ for reimbursement.

5. **Safe Boating Courses.** Sponsored by the USCG Auxiliary and the U.S. Power Squadrons, these courses are offered nationwide in the interest of boating safety. If interested, personnel should contact the local Coast Guard Auxiliary Flotilla and U.S. Power Squadrons for opportunities. A list of contacts can be found on their websites located at www.cgaux.org and www.usps.org.

   a. This is not for individual cadets, but for an entire unit or group of cadets electing to take the course as a locally arranged training evolution.

   b. NHQ will cover the cost of the text; the organizer shall submit a Request for Local Training Reimbursement (NSCTNG 022) to NHQ to receive reimbursement. See the annual current year Training Information Letter.

6. **USCG Academy.** Refer to Section 0410 for information on the United States Coast Guard Academy’s Academy Introduction Mission (AIM) program.
SHIPBOARD TRAINING

1. **General.** Training onboard Navy ships is locally arranged training as developed by NSCC officers local to ship homeports.

   a. **Navy.** The guidance for embarkation on Navy ships is covered in OPNAVINST 5720.2 (Series). Training may be underway or pierside. Check with the ship’s commanding officer for clarification. All coordination is to be through NSCC officers and staff local to the ship’s homeports. The Shipboard Orientation Guide should be used when conducting advanced training aboard ships of the United States Navy.

   b. **National Oceanic and Atmospheric Administration.** Opportunities and procedures for training onboard NOAA ships will be as announced and detailed in the NSCC Summer Training Schedule, if available. Local arrangements may be made through the local NOAA Office as well. Generally these opportunities are extremely limited.

   c. **Coast Guard.** Shipboard training aboard USCG vessels is conducted in accordance with Section 0408.

   d. **Great Lakes.** The Naval Sea Cadet Corps operates a variety of patrol craft on the Great Lakes. Cadets receive hands on training in shipboard operations, engineering, damage control, watchstanding and navigation. Normal cruises are from 1-2 weeks in length and include port visits to various cities. Training may also include support of dive operations trainings, marine archeology, and other NSCC based training programs.

   e. **Age Restriction.** Embarking cadets under age 12 during underway periods, while not prohibited, is not recommended, and is subject to the vessel Commanding Officer's approval.

RECRUITING DUTY

1. **General.** Service at Navy and Coast Guard Recruiting Centers provides an excellent opportunity for Cadets to obtain advancement credit without the cost of traveling to an advanced training site. To receive credit for Advanced Training, Recruiting Duty must meet the following criteria:

   a. Must be a minimum of 5 days, but not necessarily consecutive.

   b. Orders should be processed in accordance with Section 0404.

   c. Recruiting Station Statement of Understanding (NSCTNG 016) must be completed by the Commanding Officer, Parents, and Cadet, and must accompany the Cadet to training.

   d. Cadets may serve on recruiting duty multiple times, but may only use one evolution as a career advancement opportunity. Units will receive credit for all trainings attended towards annual inspection.

2. **Funding.** Due to the locality of many recruiting station, funding support is not available.
SERVICE ACADEMY SUMMER PROGRAMS

1. **General.** NSCC Cadets who have completed their junior year are eligible to attend one of the summer programs offered by the Coast Guard and Naval Academies. Cadets will receive advancement credit for attendance, and NHQ will pay tuition costs in the form of a reimbursement upon successful completion, subject to funding availability. These programs are administered entirely by the host academy; the NSCC has no influence on prerequisite or selection processes.

2. **Coast Guard Academy.** The United States Coast Guard Academy’s Academy Introduction Mission (AIM) is a one-week summer program that gives attendees the chance to see if the Coast Guard Academy is right for them. Attendees will experience the rigor, discipline, and rewards of the Coast Guard Academy personally, just like a cadet, during one of three one-week sessions offered in July following their junior year in high school. Attendees will meet faculty and staff; learn about academic, military, and athletic programs; talk with cadets who have sailed on Eagle, flown aircraft, and started their leadership journey; and meet with other Coast Guard professionals. Success at AIM is a good indicator of success at the Coast Guard Academy. In recent years, one-third of the incoming class attended AIM. Those interested in attending should visit http://www.uscga.edu/admissions for additional information and application requirements. Advancement credit is authorized for those cadets that attend and depending upon funding availability, tuition is generally reimbursed by NHQ.

3. **Naval Academy.** The United States Naval Academy’s Summer Seminar (NASS) is a fast-paced, six-day experience for high achievers who have completed their junior year in high school. Summer Seminar teaches attendees about life at the Naval Academy, where academics, athletics, and professional training play equally important roles in developing our nation’s leaders. Those cadets that may be interested in pursuing an appointment to the Naval Academy and serving as a naval officer should consider attending one of three sessions offered annually at the Naval Academy. Deadline for application submission is normally in March of each year. Interested personnel can visit http://www.usna.edu/admissions/NASS for additional information and application requirements. Advancement credit is authorized for those cadets that attend, and depending upon funding availability, tuition is generally reimbursed by NHQ.

4. **Other Academies.** Cadets wishing to attend the U.S. Military Academy’s Summer Leadership Experience (SLE), U.S. Air Force Academy’s Summer Seminar (AFASS), or any similar program offered by a state or private military academy must request approval via the chain of command for advancement credit or tuition reimbursement. Tuition reimbursement is generally not available for these other programs.

5. **Eligibility.** To apply, the cadet must be a U.S. citizen, in good health and physical condition, able to run, do push-ups and sit-ups, and handle the heat and humidity of summer. The cadet’s weight must be proportional to his/her height. Common medical disqualifiers include colorblindness, asthma, food allergies and vision not correctable to 20/20.

6. **Fees.** Following completion of training, submit for tuition expense reimbursement in accordance with the annual current year Training Information Letter. When funding has been authorized, NHQ will reimburse each cadet via his or her unit.
7. **Transportation.** Transportation to and from the Coast Guard or Naval Academy is the cadet/parent’s responsibility, and is not reimbursable.

8. **Exceptions.** Camps or seminars that are offered by the academies that focus on sports or music programs are ineligible for training credit or reimbursement unless specifically authorized in the Summer Training Guidance Letter.

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### SCIENCE AND TECHNOLOGY

1. **US Naval Academy Science, Technology, Engineering, and Mathematics (STEM)**

   a. **Description.** The USNA focuses on four areas during the Summer STEM Program: Science, Technology, Engineering, and Mathematics. This program is designed to encourage rising 8th-11th graders to pursue a course of study in engineering and technology throughout high school and college. Cadets will receive advancement credit for attendance, and NHQ will pay tuition costs in the form of a reimbursement upon successful completion. Additional information on the Naval Academy’s STEM program can be found on their website at [http://www.usna.edu/admissions/stem](http://www.usna.edu/admissions/stem).

   b. **Eligibility.** The Naval Academy Summer STEM Program is offered to rising 8th-11th Graders in three sessions annually. Cadets must demonstrate superior academic performance to include GPA, class standing, and/or strong PSAT, SAT or ACT results. Selection is based in large part on ensuring geographic representation along with overall accomplishments in and out of the classroom. The application process opens in January and closes April 15th; all applicants will be notified of their status no later than May 1st of each year.

   c. **Fees.** Following completion of training, submit the receipt for the tuition expense in accordance the annual current year Training Information Letter. When funding has been authorized, NHQ will reimburse each cadet via his or her unit.

   d. **Transportation.** Transportation to and from the Naval Academy is the cadet/parent’s responsibility, and is not reimbursable.

   e. **Other Programs.** Other national and local programs may be offered to cadets through local Navy and Coast Guard commands and state institutions. Approval via the chain of command is required for advancement credit and tuition reimbursement.

2. **SeaPerch**

   a. **Description.** SeaPerch is an innovative underwater robotics program that equips instructors and cadets with the resources they need to build an underwater Remotely Operated Vehicle (ROV) in a unit or training contingent setting. Cadets build the ROV from a kit comprised of low-cost, easily accessible parts, following a curriculum that teaches basic engineering and science concepts with a marine engineering theme. The SeaPerch Program provides cadets with the opportunity to learn about robotics, engineering, science, and mathematics (STEM) while building an underwater ROV as part of a science and engineering technology curriculum. Throughout the project, cadets will learn engineering concepts, problem solving, teamwork, and technical applications. Additional information on SeaPerch can be found at their website [http://www.seaperch.org](http://www.seaperch.org).
b. **Mission.** Building a SeaPerch ROV teaches basic skills in ship and submarine design and encourages cadets to explore naval architecture and marine and ocean engineering principles. It also teaches basic science and engineering concepts, tool safety, and technical procedures. Cadets learn important engineering and design skills and are exposed to all the exciting careers that are possible in naval architecture and naval, ocean, and marine engineering.

c. **Instructors.** One of the most important aspects of SeaPerch, and one that differentiates it from similar programs, is that it includes training for instructors. Depending upon funding availability and need, NHQ will schedule adult training classes annually. All costs for participation are reimbursed by NHQ. When scheduled, classes will be announced via MAGELLAN. Escort Duty, continuing education, and/or professional development credits may be offered.

d. **Curriculum.** The SeaPerch curriculum has been designed to meet many learning standards and outcomes. Some of the concepts the cadets learn during the build include:

- Ship and submarine design
- Buoyancy/displacement
- Propulsion
- Soldering/tool safety and usage
- Vectors
- Electricity/circuits and switches
- Ergonomics
- Waterproofing
- Depth measurement
- Biological sampling
- Attenuation of light
- Moment arm, basic physics of motion
- Career possibilities

e. **Cost.** The cost for required kits is funded through NHQ.

f. **Instruction.** The SeaPerch program is delivered in a variety of ways. These can include a one- or two-week advanced training, at the unit level over multiple meeting dates, or in conjunction with a regional competition format.

3. **CyberPatriot**

a. **Description.** CyberPatriot is the National Youth Cyber Education Program. At the center of CyberPatriot is the National Youth Cyber Defense Competition. The competition puts teams of high school and middle school students in the position of newly hired IT professionals tasked with managing the network of a small company. In the rounds of competition, teams are given a set of virtual images that represent operating systems and are tasked with finding cybersecurity vulnerabilities within the images and hardening the system while maintaining critical services. Additional information on CyberPatriot can be found at the website [http://uscyberpatriot.org](http://uscyberpatriot.org).
b. **Competition.** Teams compete for the top placement within their state and region, and the top teams in the nation earn all-expenses paid trips to Washington, DC for the National Finals Competition where they can earn national recognition and scholarship money.

c. **Mission.** The CyberPatriot National Youth Cyber Education Program was created by the Air Force Association to inspire high school students toward careers in cybersecurity or other science, technology, engineering, and mathematics (STEM) disciplines critical to our nation’s future.

d. **Teams.** Each CyberPatriot team requires a coach, usually an NSCC Officer, Instructor, Auxiliarist, or parent. Coaches need no special technical background, and coaching a CyberPatriot team is not restricted to instructors of technical subjects like math or science. Any adult with the desire to help cadets learn something new, exciting and relevant can be a CyberPatriot coach. In addition to the coach, a team is made up of two to six cadets (up to 5 competitors, 1 alternate). Cadets must be registered with the CyberPatriot Program office and must be currently enrolled in the NSCC program. All cyber teaching materials are provided, and there is no course or skill prerequisite for the program. Any cadet with the interest can join a team and be successful. Please note, in cases where a team needs help with computer basics, the team Coach can request help from qualified Technical Mentors. Technical Mentors are local volunteers who possess appropriate IT knowledge and skills.

e. **Fees.** The registration fee for each team will be paid by NHQ. In return, the team receives access to the Microsoft Developers Network Academic Alliance software. This allows the team to download a number of operating systems and productivity tools that can be used to prepare for the competition, a benefit that alone is worth several thousand dollars. Each registered team member also receives a CyberPatriot participant kit. Kits may include such items as a CyberPatriot bag, t-shirt, commemorative coin, and official competitor’s pin.

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0413 **INTERNATIONAL EXCHANGE**

1. **Mission.** To provide specialized education, training and the opportunity to travel abroad for qualified NSCC cadets who have an interest in learning about the cultural differences and nautical traditions that strengthen us as a global community.

2. **Background.** The Sea Cadet program is not unique to the United States. Many maritime countries have similar programs for their youth and there is a growing interest in the worldwide sea cadet movement. The United States, Canada, and Bermuda have been conducting a Sea Cadet exchange since the early 1970s. In addition, the United States has conducted exchanges with Japan, Korea, Hong Kong, Sweden, Netherlands, India, United Kingdom, Russia and Australia; new exchanges are added frequently. As a member of the International Sea Cadet Association (ISCA), the NSCC also conducts a reciprocal exchange in the United States for visiting cadets from member nations on the east coast, normally in Newport, Rhode Island.

3. **Escort Officers.** Interested NSCC Officers and Instructors must apply for the opportunity to serve as an International Exchange Officer. Normally one officer escorts each exchange, except in circumstances where the number of cadets attending dictates the need for multiple exchange officers. Those officers selected as escorts will be required to attend the International Officer Leadership Academy (IOLA) in Hartford, CT.
4. **Schedules.** An Information Letter is released each winter, normally in February, announcing the exchanges that will be conducted that training year. This schedule is subject to change as exchanges are added or removed during the planning process.

5. **Application.** The application process for this special training may appear to be complicated, but with some patience, personnel will find it only takes a few minutes to complete. Applicants must be aware they are applying for an extremely competitive training. Cadets need to show the IEP Selection Committee their best. Applicants should strive to set themselves apart from others by demonstrating their dedication to not only the NSCC but to themselves. The following items are essential to a successful application:

   a. **Applications must be complete.** Read everything on the application carefully; any forgotten information will disqualify the applicant. Since this training is for mature young adults, it is expected that the applicant will have complete control over their application and follow directions. This is not to make things difficult for the applicant, but only to show that they are capable of following directions and presenting themselves in a positive light.

   b. Visit the IEP Website located at [http://iep.seacadets.org](http://iep.seacadets.org). This website provides the applicant with forms, deadlines, and additional information that will be used to complete and submit the application.

   c. Applicants must confirm the deadline for their application. There are no exceptions for being late. Please make sure that your application package is mailed to the selection committee, and a copy to NHQ, with ample time for receipt by the deadline. Waiting until the last minute and then using an overnight service shows poor planning and is a costly and unnecessary expense.

   d. When mailing the application package, please make certain that a signature is not required at the other end. Applications may not be faxed or emailed under any circumstances.

   e. All applicants to the NSCC IEP must be United States citizens in possession of a current passport.

   f. Cadets desiring to apply for more than one program can indicate second and third choices in their applications. Only one exchange per cadet will be granted in any given year.

   g. There are always instances of truly outstanding cadets who should get the opportunity, but for some reason do not meet all the prerequisites or criteria. To that end, prerequisites and participation criteria may be waived for outstanding cadets. Applicants should submit waiver requests with applications when appropriate.

   h. Since cadets need to be prepared for their adventure abroad, research papers will be written on the destination country to better acclimate the cadet to life in the host country. Customs, traditions, courtesies, and history will be some of the topics explored. Cadets need to be prepared to deal with the spectrum of new experiences that they will encounter and react in a positive way.
6. **Midshipmen.** Midshipmen are generally not eligible and will only be entertained for a quota if there are not enough cadets to fill available quotas. Midshipmen are not eligible to serve as Senior Escort Officers (SEO).

7. **Selection.** A committee has been established to receive and review applications and make selection recommendations to NHQ. Selectees and non-selectees are notified in a timely manner via email, and travel arrangements are made for those who are selected.

8. **Costs**
   
a. **Travel.** In most cases the NSCC will pay for travel costs from a major airport nearest the cadet’s or escort officer’s home to the host country’s selected international airport. Personnel are responsible for transportation to the departure airport; the host countries will arrange travel from the arrival airport to the location of the exchange.

b. **Deposits.** Cadets will be required to submit a non-refundable deposit in the form of a check or money order after selection is confirmed. The amount of the deposit is outlined in the current year’s Information Letter. This deposit may vary among exchanges due to differences in NHQ costs to facilitate each particular exchange. If a selectee cannot go, this non-refundable deposit is applied toward costs to cancel and/or reschedule airline fares. Upon selection, personnel will receive specific guidance regarding their deposit and fees. Those personnel who are restricted from applying due solely to financial hardship should notify the IEP Director. The section committee will take this into consideration and offer reductions or waivers of deposits, based on NHQ approval.

c. **Personal expenses.** Personnel are expected to bring a sufficient amount of money to cover incidentals, souvenirs, and any costs associated with their personal liberty expenses. Personnel who bring credit or debit cards should be aware that most financial institutions charge fees for international transactions.

9. **Repeat Applicants.** The goals of the program are to afford as many cadets as possible the opportunity to participate in the IEP during their tenure as a cadet. It is also an NSCC goal to recognize and honor (by giving preference) those cadets who have demonstrated commitment to the goals of the program, matriculated to more senior leadership positions, and maintained in their home communities outstanding records of scholarship and citizenship as stated above. The selection committee is charged to balance these goals using the following policy guidelines:

a. Cadets may apply for repeat participation in successive years.

b. All applications will go before the selections committee and all applications will be scored.

c. Priority in filling quotas will be given to first time applicants who score well.

d. First time applicants scoring poorly will compete with high scoring repeat applicants for remaining quotas.
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e. The selection committee is charged with selecting those cadets whom they judge to be the most deserving with regard to the program goals stated above, those who will be the best NSCC program ambassadors with the ISCA host nations, and those who will best support their SEO for the exchange.

10. Locally Arranged Exchanges. Occasionally, instances arise where, at the unit level, requests are forwarded or received for international exchange support outside the bounds of the ISCA sponsored exchanges supported by the NSCC International Exchange Program. In all these cases, the Director of the NSCC International Exchange Program must be informed of the intended or planned visitation to ensure compliance with ISCA exchange protocols. This step is necessary to ensure the best interests of the units, officers, and cadets are met.

11. Awards. Those personnel who successfully complete an international exchange will be awarded the International Exchange Program Ribbon and any applicable appurtenances in accordance with the NSCC/NLCC Awards Manual, Chapter FOUR.

12. Contact. All information on NSCC sponsored international exchanges can be found at http://iep.seacadets.org, or by sending an email to iep@seacadets.org. Information on the International Sea Cadet Association can be found at http://www.iscaworld.com.