

Blue Book

Knowledge and Regulations for the Boar's Head Brigade

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I AM A NORTH GEORGIA CADET,
I WILL ALWAYS PLACE THE MISSION FIRST,
I WILL NEVER ACCEPT DEFEAT,
I WILL NEVER QUIT,
I WILL NEVER LEAVE A FALLEN COMMRAD

Purpose

The Blue Book is a reference for all cadets in the Boar's Head Brigade. It is divided into six sections: (1) Culture, (2) Standards for Participation, (3) Uniforms, (4) Cadet Residence Halls, (5) Cadet Rank Selection, and (6) Standards of Conduct.

The University of North Georgia is 1 of 6 Senior Military Colleges (SMC) in the Nation. We are the only all Army SMC which differentiates us from the others. We follow the Army's profession of arms, leader development, and command policies. As such, many of our procedures are similar to the U.S. Army.

Blue Book History

Baron von Steuben was an aide to Frederick the Great of Prussia. During the American Revolution he offered his services to the American cause and was appointed inspector general of the Continental Army. George Washington asked Steuben to create a manual of drill instruction for the Continental Army, and in 1779, Congress adopted the *Regulations for the Order and Discipline of the Troops of the United States*. Largely printed on blue paper-covered boards, *Regulations* became informally known as the Blue Book. ([The American Revolution Institute](#)).

Today, many units in the Army have Blue Books of standards and discipline.

The Constitution

The United States Constitution – The United States Constitution was created by the Constitutional Convention in 1787 and ratified in 1788. The Constitution was created to protect the natural rights of life, liberty, and the pursuit of happiness. It also enabled a standing Army which can defend national interests with federal authority and protect its citizens and states. The Constitution is the document from which all the civil and military authority flows. It is worthy of our commitment because it is the foundation of America's democracy and represents the values that unite Americans. As Soldiers, we must place loyalty to the Constitution above personal gain.

Soldiers and officials begin their service by performing a sacred rite in reciting the Oath of Enlistment or the Oath of Office. These oaths pledge our unwavering commitment to uphold the Constitution.

The Preamble of the Constitution of the United States of America is to emphasize the power and authority of the Constitution which comes from the will of the American citizens. The Preamble also sets forth the stated goals of the Constitution and the government which is highlighted in the 1st stanza.

“We the People of the United States, in Order to form a more perfect Union, establish Justice, insure domestic Tranquility, provide for the common defence, promote the general Welfare, and secure the Blessings of Liberty to ourselves and our Prosperity, do ordain and establish this Constitution for the United States of America.” – The U.S. Constitution: Preamble, 1787

Oaths

Oaths: Our Pledge to the Ideals of our Nation – Trust starts with our oaths, our overt commitment swearing or affirming to support and defend the Constitution. They demonstrate our strength of character to defend freedom, instill a sense of purpose, and provide meaning to all Soldiers. The oaths are not to a single leader, person, or government, we take the oath because of the ideals of protecting our nation and the freedoms we enjoy so much. When you take an oath, you become part of the Army Profession.

OATH OF OFFICE, OFFICER: “I, _____, having been appointed a (rank) in the United States Army, do solemnly swear (*or affirm*) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter. So help me God.

General Orders

General Orders – Our General Orders provide the model for Soldier actions on a daily basis and in the absence of orders.

1. I will guard everything within the limits of my post and quit my post only when properly relieved.
2. I will obey my special orders and perform all of my duties in a military manner.
3. I will report violations of my special orders, emergencies, and anything not covered in my instructions to the commander of the relief.

Army Beliefs

Army Beliefs – Our Army belief system is derived from our Warrior Ethos, Army Motto, and Army Values. By knowing and following these codes of conduct, Cadets will be equipped to appropriately handle any situation (garrison, training, or combat) with purpose and honor. Our belief system and reason for serving has built a legacy of character, competence, and commitment. The lineage and heritage of the Cadets who came before us serves as a reminder that we all serve a purpose greater than ourselves. The United States Army exists to protect and defend our nation for as long as required.

The Warrior Ethos – Not mere guidelines, the Warrior Ethos is a set of principals by which every Cadet lives, it shapes our character and is a way of life. The Warrior Ethos defines how a Soldier trains, lives, and fights.

I will always place the mission first.

I will never accept defeat.

I will never quit.

I will never leave a fallen comrade.

The Army Motto – The Army Motto “This We’ll Defend” was first used by the War Office of the Continental Army during the American Revolution in 1778. It was originally used as a war cry, but now remains as a reminder of our legacy and summarizes the Army’s responsibility. The motto can be found on the Army flag and continues to signify the Army’s constant readiness to defend and preserve the United States.

Army Values

Army Values – The Army Values are a set of moral and ethical tenets that characterize the Army culture and promote certain norms of conduct that include a unique service ethic expected of every Cadet. The core of the Army Values holds true and cannot be changed if the Army wishes to remain an institution which can be trusted to protect the U.S. Constitution, our nation, and the American people. Since society and societal values and norms are ever changing, these Army Values reaffirm our commitment to each other, our units, the Army, and the nation.

LOYALTY – Bear true faith and allegiance to the U.S. Constitution, the Army, your unit and other Cadets. Bearing true faith and allegiance is a matter of believing in and devoting yourself to something or someone. A loyal Cadet is one who supports the leadership and stands up for fellow Cadets. By wearing the uniform of the U.S. Army you are expressing your loyalty. And by doing your share, you show your loyalty to your unit.

DUTY – Fulfill your obligations. Doing your duty means more than carrying out your assigned tasks. Duty means being able to accomplish tasks as part of a team. The work of the U.S. Army is a complex combination of missions, tasks and responsibilities — all in constant motion. Our work entails building one assignment onto another. You fulfill your obligations as a part of your unit every time you resist the temptation to take “shortcuts” that might undermine the integrity of the final product.

RESPECT – Treat people as they should be treated. All people have dignity and worth and must be treated with respect. Respect is what allows us to appreciate the best in other people. Respect is trusting that all people have done their jobs and fulfilled their duty. And self-respect is a vital ingredient with the Army value of respect, which results from knowing you have put forth your best effort. The Army is one team and each of us has something to contribute.

SELFLESS SERVICE – Put the welfare of the nation, the Army and your subordinates before your own. Selfless service is larger than just one person. In serving your country, you are doing your duty loyally without thought of recognition or gain. The basic building block of selfless service is the commitment of each team member to go a little further, endure a little longer, and look a little closer to see how he or she can add to the effort.

HONOR – Live up to Army values. The nation’s highest military award is The Medal of Honor. This award goes to Soldiers who make honor a matter of daily living — Soldiers who develop the habit of being honorable, and solidify that habit with every value choice they make. Honor is a matter of carrying out, acting, and living the values of respect, duty, loyalty, selfless service, integrity and personal courage in everything you do.

INTEGRITY – Do what’s right, legally and morally. Integrity is a quality you develop by adhering to moral principles. It requires that you do and say nothing that deceives others. As your integrity grows, so does the trust others place in you. The more choices you make based on integrity, the more this highly prized value will affect your relationships with family and friends, and, finally, the fundamental acceptance of yourself.

PERSONAL COURAGE – Face fear, danger or adversity (physical or moral). Personal courage has long been associated with our Army. With physical courage, it is a matter of enduring physical duress and at times risking personal safety. Facing moral fear or adversity may be a long, slow process of continuing forward on the right path, especially if taking those actions is not popular with others. You can build your personal courage by daily standing up for and acting upon the things that you know are honorable.

NOTE: The Boar's Head Brigade Values are displayed in every suite in the cadet residence halls and are the basis for conducting on-the-spot corrections and performance counseling.

Professional Conduct and Discipline

The primary responsibility of our Army is to conduct sustained land combat. The Army is to deliver ready, trained, and equipped forces to meet this demand. When not engaged in combat our focus is preparing for war. The two ways we meet this readiness call is through inspired leadership and disciplined Cadets.

A Cadet’s personal and professional conduct, their appearance, and discipline sets the Army apart. Knowing and enforcing standards in appearance and conduct is critical to the Army profession. Cadets with the courage to make on-the-spot corrections, will be more capable to standfast in the face of the enemy. It is each Cadet’s responsibility to follow standards, and it is each leader’s responsibility for the standards to be known, understood, and enforced.

“Discipline is the soul of the Army. It makes small numbers formidable; procures success to the weak, and esteem to all.” – President George Washington

Army Authorities – In general there are two types of Army authorities: Command Authority and General Military Authority. These authorities are what guides our conduct, the execution of our roles as Cadets, and drives discipline. Command is a balance in the relationship between commanders, other officers, noncommissioned officers, and enlisted Cadets and are distinct in their own ways.

- a. **Command Authority** – Enabled by law and reinforced by regulation. Leaders exercise military authority over Cadets by rank and position. This authority ensures effective and efficient leadership and decision-making in military operations.
- b. **General Military Authority** – Allows a Cadet to make an on-the-spot correction of a fellow Cadet regardless of rank, position, location, on or off duty, and in or out of uniform. All Cadets are empowered with general military authority to hold fellow Cadets to the standard.

Personal and Professional Conduct – Military discipline is the foundation of our personal and professional conduct. We as Cadets must be self-disciplined, have respect for authority, and embrace the Army profession, its ethics, and its values. Discipline is developed through individual and group teaching and shared hardships. This creates a mental attitude of accountability to your fellow Cadets and more importantly to yourself.

Seniors and Juniors – All Cadets are required to obey the legal orders of their lawful seniors. Cadets and leaders will act consistent with regulation in any case where a Cadet’s conduct violates good order and military discipline. All Cadets will convey respect when speaking to or being addressed by a senior, officers will be referred to as “Sir” or “Ma’am” and NCOs will be referred to by their rank or title. Juniors will stand at attention when speaking to or being addressed by a senior officer and parade rest for an NCO unless told to do otherwise.

Responsibilities – It is the responsibility of commanders and leaders to ensure that military personnel under their command present a neat and soldierly appearance. A vital ingredient of the Army’s strength and military effectiveness is the pride and self-discipline that American Soldiers bring to their service through a conservative military image. To support commanders, leaders and Cadets must hold themselves and each other accountable to the published standards and discipline.

Stewarding the Profession – As Cadets we are responsible for safeguarding the Army profession. To disparage the Army on any medium is not appropriate. Responsible stewardship includes caring for Army people and resources while ensuring we can accomplish our mission now and in the future.

Saluting – All Cadets in uniform will salute when they meet and recognize persons entitled to the salute. Officers (commissioned and warrant) of all U.S. military branches and President of the United States will be saluted by Army personnel in uniform.

National Anthem – All Cadets will render proper honors showing respect to the national anthem and colors. Courtesies will be rendered both on and off duty and in and out of uniform. Cadets in civilian clothes will face the flag at attention, or music if flag is unseen, with their right hand over their heart. Remove headgear when applicable.

Retreat and Reveille – All Cadets will render courtesies during retreat and reveille both on and off duty and in and out of uniform. Cadets in civilian clothes will face the flag at attention, or music if flag is unseen, with their right hand over their heart. Remove headgear when applicable.

Fraternization – Cadets will be cognizant that their interactions do not create an actual or clear perception of undue familiarity between an officer and enlisted Cadet, or between an NCO and junior-enlisted Cadet.

The Army Profession – The Army profession is the vocation of all Cadets entrusted to defend the Constitution and the rights and interests of the American people. It is unique because of the responsibilities related to the ethical application of violence on behalf of our nation. The Army Values guide the Army profession. As a professional force, the Army will maintain the trust of society based on our character, commitment, competence, and culture.

Character – Is the moral and ethical qualities of the individual. A Cadet's character is their true nature guided by their conscience. A Cadet of good character adheres to laws, regulations, and unit standards.

Commitment – Is the willing dedication and allegiance to a cause or organization. Commitment is critical to overcoming adversity. Strong commitment to the Army Values and Warrior Ethos is vital for the Cadet.

Competence – Is demonstrated by Cadets having the appropriate level of technical and tactical expertise to execute their mission. Being competent allows the Cadet to strive for excellence while performing their duties with discipline and to standard.

Culture – Is grounded in the Army Values and serves as our foundation consisting of our shared beliefs and practices. Our people-focused approach safeguards Cadets from harmful behaviors and builds cohesive teams. The Army culture reflects the shared identity, common mission, purpose, and sacrifice of the Cadet.

Trust – The Army is trusted to defend the Constitution and the interests of our nation. It is critical that we maintain the trust of our civilian leaders and the American people. Trust enables the success of all organizations. Cadets foster mutual trust through realistic training, shared hardships, consistent positive behavior, mutual respect, and common experiences.

1. Culture of the Boar's Head Brigade

History

Following the Civil War, the abandoned U.S. mint property in Dahlonega was given to the State of Georgia for educational purposes and North Georgia Agricultural College was established in 1873. The university's iconic Price Memorial Hall, with its gold-covered bell tower, is a nationally registered historic site where the U.S. mint once stood and houses the senior leaders of our university. We are the state's second-oldest public institution of higher education and the first to admit women.

In 1873, North Georgia Agricultural College's first class of students, which included a woman, requested that military training be a part of the curriculum. Ever since, the University of North Georgia has had a military education program, proudly graduating cadets who commission and serve in uniform to protect and defend our nation, serve as professionals in government and non-governmental organizations, and serve in other public and private organizations for the good of American society.

The college was established for agriculture and mechanical arts, particularly mining engineering. As area gold mining resources were depleted and agricultural education was assumed by other state institutions, the mission of North Georgia Agricultural College evolved into one emphasizing arts and sciences and was renamed North Georgia College (NGC) in the summer of 1929. In 1933, NGC became a two-year college and was reinstated as a four-year college in 1946. In 1996, due to its much wider scope of academic programs, the University System of Georgia reclassified the college as a state university and renamed it North Georgia College & State University (NGCSU). In January of 2013, NGCSU consolidated with Gainesville State College to form the University of North Georgia.

For more than 150 years, thousands of former cadets have honorably served our nation as military officers in times of peace and in times of conflict, with many paying the ultimate sacrifice. Many other graduates benefitted from the Corps of Cadets' world-class leadership development to launch professional careers in American society and around the world.

Boar's Head Crest



The crest was designed by Captain Raymond Hamilton, who was the North Georgia College Professor of Military Science and Tactics from 1929-1930. It was approved by the Army's Department of Heraldry on 14 June 1965. The design consists of a boar's head mounted on a yellow shield. The yellow color of the shield represents the gold found around Dahlonega. The boar's head is taken from [General James Oglethorpe's](#) Coat of Arms and represents hospitality. The blue and yellow wreath and Cherokee Rose (the state flower of Georgia) superimposed on gold crossed muskets represents the Brigade's historical tie to the infantry. The words "Truth and Wisdom," are the brigade's motto.

Legacy of Leadership

As of 2025:

- 65 Cadet alumni over time have become flag officers (generals and admirals) in the Army, Air Force, Navy, Coast Guard, and Marine Corps
- 1 Cadet alumnus is a Medal of Honor recipient from the Vietnam War
- 5 Cadet alumni are in the Ranger Hall of Fame
- 22 Cadet alumni are in the Georgia Military Veteran's Hall of Fame
- 14 Cadet alumni are in the Army ROTC Hall of Fame
- 4 Cadet alumni are in the Quartermaster Hall of Fame
- 1 Cadet alumnus is in the Adjutant General Hall of Fame
- 1 Cadet alumnus is in the Air Defense Artillery Hall of Fame
- 1 Cadet alumnus is in the Artillery Hall of Fame
- 24 Cadet alumni are in the UNG alumni Hall of Fame
- Colonel [Ben Purcell](#), NGC '50, now deceased, served in the Korean War and later in Vietnam. He was captured by the Vietcong and was held for more than five years as the highest-ranking Army POW in Vietnam. During that time, he escaped twice but was recaptured and endured solitary confinement for 58 months. He was awarded two silver stars for valor and a purple heart. He retired from the Army in 1980 as the UNG Professor of Military Science and Commandant of Cadets. The Purcell Plaza near Gaillard Hall is named for Colonel Purcell.
- Colonel [Ben Malcom](#), NGC '50, now deceased, served combat tours in Korean and Vietnam Wars. He was known for laying the foundation for today's Special Forces. He wrote about his secret operations in North Korea with Special Forces and the CIA in his book, "White Tigers, My Secret War in North Korea."
- Major General [James Livingston](#), USMC, attended NGC in 1957 and earned the Medal of Honor as commander of a Marine company in Vietnam. MG Livingston is in the Georgia Military Veteran's Hall of Fame for valor.
- Lieutenant Colonel [William Mathis](#), NGC '41, was a P47 fighter pilot who became a WWII Flying Ace in the Pacific Theater of War.
- General [Courtney H. Hodges](#), the first four-star general to attend UNG, then North Georgia Agricultural College. Attended in 1930.
- General [William \(Lipp\) J. Livsey](#), NGC '52, the first four-star general to graduate from UNG.
- General [Stephen J. Townsend](#), NGC '82, the second four-star general to graduate from UNG. Retired in 2022 as commanding general of U.S. Africa Command.

- See many more [notable cadet alumni](#) on the Cadet Leadership Academy web site.

Traditions

Part of the culture of the Boar's Head Brigade is to observe certain meaningful traditions, which include:

- Out of respect for the symbolism of the General William (Lipp) J. Livsey Drill Field, Memorial Marker area, and Purcell Plaza, cadets and other students do not use these areas as short cuts.
- It is customary on Army posts to avoid walking on grassy areas as short cuts. This enables the maintenance of a desirable landscape. This Army custom applies to cadets on campus as well.
- Freshmen do not walk under the Arch and Walk located near the front of the Price Memorial building dedicated by the Class of 1951 to the Class of 1950. This tradition was established to honor the Class of 1950 whose graduates lost five men in the Korean War within a year of graduation.
- New Cadets will enter the Drill Field through the Entrance Gates for the first time at the completion of the Crown Mountain run during FROG Week graduation.

The Natural State

Following a visit to North Georgia College circa 1977, Colonel Dandridge M. Malone, Assistant to the Commanding General for Organizational Effectiveness, U.S. Army Training and Doctrine Command, said, in part: "Last month, I saw 'the natural state' at a place called North Georgia College. . . . Against the contextual backdrop of the West Pointer and the . . . ROTC student, these [cadets] stood out in a striking way. When they did things Army, it was just, by God, "natural." Not forced. Not awkward . . . natural.

"At first, as I watched and listened, I didn't know what it was. Something [was] strangely, markedly different about these guys. Whatever it was, it was good, from an Army perspective. Then I started thinking about the way they talked with me; about how they wore their uniforms; about how they saluted officers . . . ; about how they cleaned weapons in the supply room; about how they addressed each other by rank (Colonel [Last], Captain [Last], Sergeant [Last]); . . . about how they asked questions; and what they asked about. All this was . . . natural. Not forced and compelled and obedient. Not awkward and fumbling and superficial. Natural. Smooth. Assimilated. They just looked, acted, and talked like soldiers. Different from the Point man and the ROTC cadet.

"If this is, why is it? . . . Maybe it's because they wear issue Army uniforms all the time; or because they salute the flag at Retreat every day; or because the 400 [cadet] Corps marches to breakfast every morning and joins some of the other 1500 students at the cafeteria; or because the college pays company commanders \$100 a month for maintaining good order in the dormitories; or because every student has a four drawer dresser, with two drawers Army (rolled underwear) and two drawers civilian . . . ; or because when them [folks] . . . up in the hills of Lumpkin [County] put that place together a hundred years ago, they didn't know of (and wouldn't

have heeded) the West Point model, or its VMI and Citadel surrogates. Ever what they got going there at North Georgia College, it is, in my view, 'Natural Army.'

Colonel Malone published *Small Unit Leadership: A Common Sense Approach* in June 1983. He began his Army career as a private and ended as a colonel almost thirty years later. He was renowned as the Army's foremost expert on leadership, both in garrison and in combat, and taught the subject to noncommissioned officers, West Point cadets, and students at various Army service schools. He retired from the Army in 1981.

Honor Code

The Honor Code is “A Cadet will not lie, cheat, steal, plagiarize, evade the truth, conspire to deceive, nor will he/she tolerate those who do.”

Cadet Creed

I am a Army ROTC Cadet. Soon I will be committed to defending the values which make this nation great. Honor is my touchstone. I understand mission first and people always.

I am the past – the spirit of those warriors who have sacrificed.

I am the present – the scholar and apprentice soldier enhancing my skills in the art and science of leadership.

But above all, I am the future—the future leader of the United States. May God give me the compassion and judgment to lead and the gallantry in battle to win.

I will do my duty.

2. Standards for Participating in the Corps of Cadets

Maintaining Full-time Status and Military Science Course Standards

As a Cadet, you must maintain full-time status by passing at least 12 credit hours each fall and spring semester, including your required military science courses.

Standard for Living on Campus

Unless you are granted an exception by the Senior Advisor to the Commandant, you are expected to reside on campus in a cadet residence hall for eight semesters (excluding summer semesters) or until you graduate with your bachelor's degree, whichever comes first.

Deadlines for Request for Exception

If you miss a deadline, it may be necessary for you to pay a room cancellation penalty, depending on circumstances. Deadlines (unless exigent circumstances exist):

- Fall semester:
 - without penalty until 29 April
 - with \$500 penalty from 30 April - 31 May
 - with \$750 penalty from 1 June – 30 June
 - with \$1200 penalty from 1 July until classes begin
 - full semester rate will be charged beginning the first day of class and for “no show/no notification”
- Spring semester:
 - with \$500 penalty until 30 November
 - with \$750 penalty from 1-31 December
 - with \$1200 penalty from 1 January until classes begin after spring classes begin
 - full semester rate will be charged beginning the first day of class and for “no show/no notification”

Standards for Leaving the Corps of Cadets Before Graduation

Voluntary and Involuntary Departure Standards

Refer to Appendix F (Corps Participation Policy)

Administrative Dismissal Appeal

You may appeal an administrative dismissal decision by the Senior Advisor to the Commandant to the Commandant of Cadets within three business days of the decision.

3. Standards for Cadet Uniforms and Appearance

As a Cadet, you take pride in your uniform and appearance because they embody the core values, traditions, and identity of the Boar’s Head Brigade. The uniform is more than just clothing; it is a symbol of honor, duty, and service; it gives cadets a sense of identity, belonging, and professionalism; and wearing the uniform is steeped in our tradition and heritage dating back to 1873.

You will generally follow the 2021 [Army Regulation 670-1](#), *Wear and Appearance of Army Uniforms and Insignia*.

You will wear the designated uniform from reveille to retreat on school days, training weekends, and designated events on or off campus.

You are not required to wear a uniform between retreat and reveille or on open weekends, unless you are a first-semester cadet.

4. Standards for Cadet Residence Life

Right of Occupancy

Part of the 48-month curated experience is residential living and the benefit of being a member of the Corps of Cadets is a guaranteed room. However, you may not receive your preference for a specific housing assignment, roommate, or room type. Additionally, the commuter policy will be strictly enforced and exceptions are only made in extreme circumstances.

Emergency Contact Information

Before you initially occupy your room, you must fill out a locator card with your emergency contact information and bring it to the Office of the Commandant. If your emergency contact information changes, you will report to the Commandant's office to update your locator card accordingly.

Room Contracts and Personal Property

Each spring, returning cadets must sign a room contract for the following year no later than 1 March for roommate and company preferences to be considered.

You may cancel your room contract following the same deadlines as the request for exception described on pgs. 11-12.

Property

The university is not responsible for loss of your property from fire, other damage, or theft. Therefore, you are encouraged to purchase renters insurance.

You are not permitted to remove UNG furnished furniture from your room. Each room in Gaillard Hall will have 2 bed rails and two ladders present at all times. Three-person rooms in Liberty and Patriot Halls will have one of each.

Extra storage is provided in your company's "trunk" room. The Cadet First Sergeant maintains the key to the trunk room. Duplicating the key is unauthorized. See your Cadet chain of command. You must mark your property on a tag with your name and unit. International and other Cadets with pressing needs to store personal property during the summer months upon the approval of an OMT.

If you leave property unsecured for more than 48 hours, it will be considered abandoned. If you find abandoned property, report it to an OMT. If CTA-50 is found abandoned, a Cadet platoon

sergeant or above will inventory it and turn it into supply. Any abandoned property left at the end of the academic year will be discarded.

Room Assignment

The Senior OMT assigns rooms in cadet residence halls. You may not change rooms until after drop/add, after which you may request a room change through your Cadet chain of command to the Senior OMT. All affected cadets must agree to the change. Cadet residence hall room vacancies and occupation rates may necessitate consolidating by moving you to another room.

Prohibited Items

Weapons

Per Georgia Code, 16-11-127.1 (2022). A "weapon" means and includes any pistol, revolver, or any weapon designed or intended to propel a missile of any kind, or any dirk, bowie knife, switchblade knife, ballistic knife, any other knife having a blade of two or more inches, straight-edge razor, razor blade, spring stick, knuckles, whether made from metal, thermoplastic, wood, or other similar material, blackjack, any bat, club, or other bludgeon-type weapon, or any flailing instrument consisting of two or more rigid parts connected in such a manner as to allow them to swing freely, which may be known as a nun chahka, nun chuck, nunchaku, shuriken, or fighting chain, or any disc, of whatever configuration, having at least two points or pointed blades which is designed to be thrown or propelled and which may be known as a throwing star or oriental dart, or any weapon of like kind, and any stun gun or taser.

Other prohibited items

Live or blank ammunition, alcohol, tobacco, vaping materials, rocks, anything that produces an open flame, any appliance with an exposed heating element, coffee makers without automatic shut-off features, refrigerators greater than 36 inches in height, fireworks/sparklers, hot plates, space heaters, microwaves, electric candle or incense burners, unauthorized animals/creatures of any kind, any flammable materials.

Authorized Appliances

Per Cadet. One clock, one desk lamp, one personal computer.

Per room. One coffee maker with automatic shut-off device, one refrigerator 36" in height or lower, one iron, one fan, and one 26" or smaller flat screen TV and computer monitor.

Room Maintenance, Upkeep, and Keys

Your room layout shall be in accordance with Appendix 1. You are not authorized to rearrange the furniture in your room. You will always keep your room neat and clean.

The maximum size of anything mounted to a wall is 24" x 36" and will be of good taste and inoffensive to any Cadet. Blue painters' tape is the only authorized means of securing things to walls.

No door will be propped open.

Lock the interior and exterior doors, window, and footlocker when you leave your suite.

Nothing will be attached to your door except your room layout diagram and the installed dry erase board.

Absence cards will be placed in the installed holder.

If you lose a key, report to the UNG business office, which is in room 203 of the Downtown Office Building for a replacement key at a cost of \$50. Bring proof of payment to an OMT.

If you damage your key card through fair wear and tear or lose your key card, report to UNG Card Services in the Hoag Student Center for a replacement. Damaged key cards will be replaced at no cost. You will be charged \$25 for a lost key card.

Do not tamper with security cameras, alarms, or fire suppression systems.

Always keep noise in your room to a level that cannot be heard in the hallway. Keep noise in the hallway down to a level that cannot be heard in rooms.

Do not remove window screens or enter or exit/enter your room through a window. Do not throw anything out your window and do not display anything from your window that will be visible from the outside.

Turn lights off when not in use.

Store small amounts of food in airtight containers.

Food for immediate consumption may be brought into your room.

Close your window shades or blinds while dressing/undressing.

Keep your bathroom sinks, showers, toilets, floors, vanities, and mirrors clean and mildew free.

You share responsibility with your roommate and suite mates for complying with room and bathroom maintenance and upkeep.

[Standards for Room Clearing During Thanksgiving, Winter, Spring, and Summer Breaks](#)

Lock your windows and draw the blinds down. Set your thermostat to 70-72 degrees. Vacuum and mop your floors. Wipe all surfaces clean. Empty trash and remove perishable food. Unplug refrigerators and place in shower stall (winter only). During winter break, if you are returning to

the same room you occupied in the fall semester, you are not required to remove your belongings. You will remove all your belongings from your residence hall before leaving for the summer semester. If you plan to enroll in classes and live on campus during the summer semester, see the Senior OMT to arrange housing. Your last stop during your clearing process is with the Senior/Day OMT. Report to one of them only after you have cleared the entire campus: Bring your university clearance papers, a paper copy of your room condition card signed by your company first sergeant or company commander, and your brass room key or room key receipt.

Visitors

You can host visitors other than fellow Cadets in your residence hall from 1000-Taps. All visitors must check in at the Staff Duty Officer desk located in Gaillard Hall. The only location for visitation will be day rooms, platoon alcoves, media center, computer lab, and kitchen. You are responsible for their behavior. Overnight visitors must be approved by Senior OMT. Cadets of the opposite sex may not enter another Cadets room. Exceptions are for official Cadet business (Chain of Command) in which the door will be propped open until Cadet business is concluded.

Room Inspections

The CLA reserves the right to inspect your room, locked or unlocked anytime it is deemed necessary to enforce policy, ensure health and wellness, routine maintenance, inspect for damage, and/or in the event of an emergency which jeopardizes your wellbeing or that of other Cadets.

Room Searches

If you are suspected of having something in your room that is prohibited by the UNG [Student Code of Conduct Policy](#), your room will be subject to search by the Office of Public Safety. The cadet chain of command will "freeze the scene" without searching the room and will notify Public Safety. Public Safety will search the room.

Solicitation

No private organization or business is permitted near the residence halls without UNG approval. Report violations to Public Safety at ext. 1500.

Common Areas

The Cadet brigade command sergeant major and the NCO chain of command is responsible for keeping all common areas neat and clean.

Move dayroom furniture back into place after being moved for special purposes.

Outside Residence Hall Areas

Keep areas around your residence hall free of trash. If you see trash, pick it up. Cadet first sergeants are responsible for checking these areas periodically and organizing police calls, if necessary.

Maintenance

When you first move into your room each semester, you will fill out a room condition card and turn it in to your c/1SG. Be careful to note any damage or you may be charged for pre-existing damage.

Each company has a cadet maintenance officer who submits work requests to an OMT. Report any new damage to your room, furniture, or fixtures to your company maintenance officer. Your report should annotate any mildew or suspected mold in your room or bathroom. You will not be charged for damage due to fair wear and tear. You will be charged for damage caused by your negligence or malice.

Report damage to your chain of command within 24 hours of occurrence. If necessary, your chain of command may initiate an investigation to determine cause and responsibility for the damage. If there is no clear evidence as to who is responsible, the room's occupants will share responsibility for recompense. Your chain of command will report the damage to an OMT.

If you damage something in a common area of a residence hall, or observe someone damaging something, or notice damage that already occurred, report it as soon as possible to your chain of command. The chain of command may initiate an investigation to determine the proximate cause and responsibility for the damage. Your chain of command will report the damage to an OMT.

At the end of each spring semester, you will prepare your room for clearance in accordance with the checklist in Appendix B.

Security

For your safety and security, your residence hall is always locked. Do not prop open entrance doors. Note that entrance doors are monitored through cameras by UNG Public Safety. Do not keep large amounts of money or high value items in your room, and do not leave purses, wallets, electronics, money, etc., in the open, rather, lock them in your footlocker.

Fire Safety

Tampering with fire detection and suppression systems is illegal. Do your ironing in the laundry rooms. Always keep the hallways clear. No more than 20% of your room's wall space may be covered and nothing on the walls or doors should be touching the floor or ceiling. Other items prohibited from the residence halls:

- Extension cords that are not UL approved (must have three prongs)
- Outside antennas or altered wiring system
- Electrical cords in poor condition

If you discover a fire anywhere on campus:

- Sound the alarm
- Call 911 or UNG Public Safety at 706 864-1500
- Notify the Office of the Commandant

Fire drills will be conducted in each cadet residence hall each semester. The OMTs will coordinate fire drills beforehand with Public Safety and with the Cadet Leadership Academy. In the event of a fire in your residence hall, immediately get out of the building without using elevators via the most expeditious means, while notifying and assisting fellow cadets as necessary to vacate the building. Once outside the building, quickly move to your designated assembly area, and form up into company formations:

- Liberty Hall: Parking Lot 48
- Gaillard Hall: Colombo Way
- Patriot Hall: Parking Lot 52

Company commanders will assign one Cadet to serve as the company fire marshal, who will make monthly fire inspections, record deficiencies, and report back to the company commander.

5. Standards for Cadet Rank Selection and Leadership Training

Cadet Non-Commissioned Officers (NCOs)

Cadet NCOs are the backbone of the Boar's Head Brigade. As a cadet NCO, you:

- Ensure your subordinate cadets act according to our motto, code of honor, creed, and values.
- Ensure your cadets are in the right place at the right time in the right uniform with the right equipment and prepared for the task at hand.
- Get to know your subordinate cadets: who they are, where they come from, what concerns them, what motivates them, their goals and aspirations, etc.
- Monitor your subordinates' academic, physical, mental, sleep, spiritual, and nutrition readiness performance, and encourage and guide them to success.
- Are the first person they turn to when they need information, guidance, or help.

The Army [NCO Guide](#), Chapter 2 contains the responsibilities that NCOs perform at each rank.

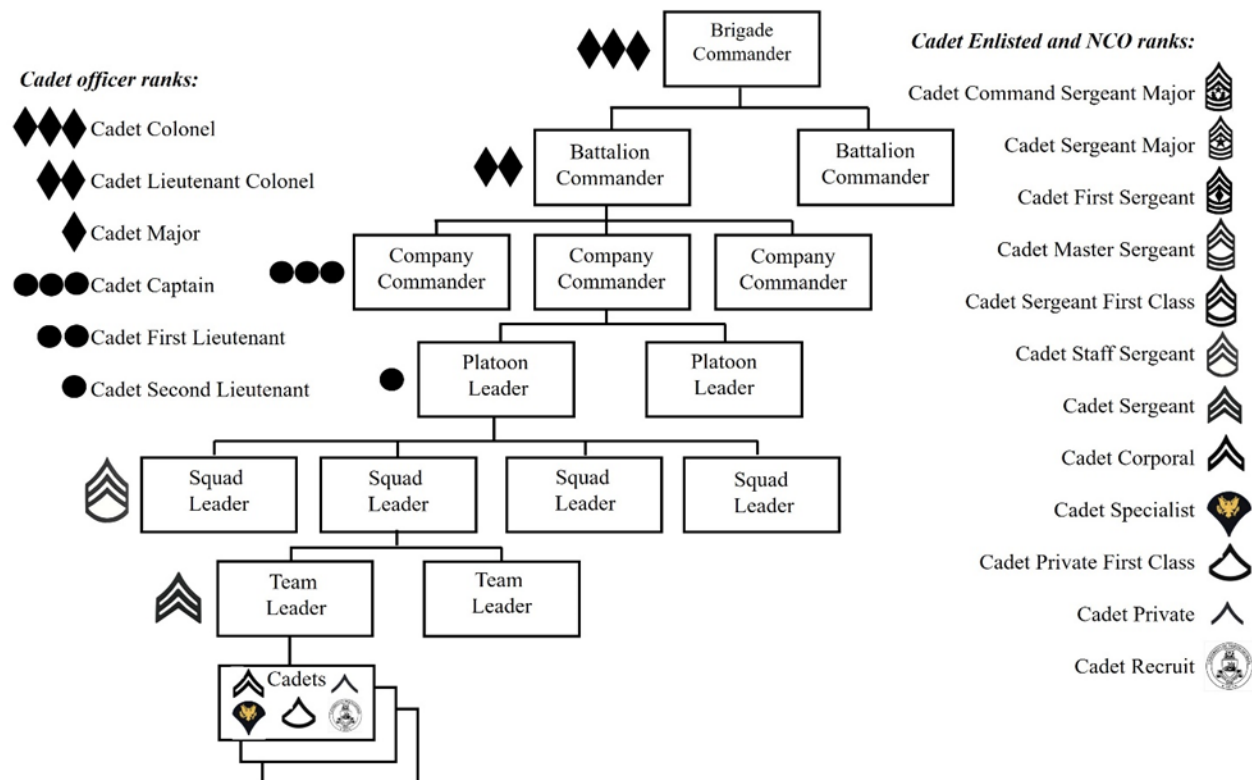
Cadet Officers

Cadet officers in the Boar's Head Brigade are the managers, problem solvers, key influencers and planners who lead subordinates. If you are a Cadet officer, you are entrusted with upholding

and modeling the standards of our motto, code of honor, creed, and values always: on or off duty.

Boar's Head Brigade Organization and Cadet Rank

Boar's Head Brigade organization chart and rank. Figure shows only one set of subordinates for each level depicted.



Cadet Rank Selection

Cadet rank will generally follow the classes below:

- Military Science I: c/RCT – c/SPC
- Military Science II: c/CPL – c/SSG
- Military Science III: c/SFC – c/CSM
- Military Science IV: Cadet Officers

Leadership Development Program Officer Cadre (Second Lieutenant, First Lieutenant, Captain, Major)

Eligibility. Cadets who meet the staff officer criteria and are interested in a TAC officer or staff position in the Leadership Development Program (LDP) submit a memorandum to the Professor of Military Science describing their qualifications and desire to train cadets in the LDP.

Selection Process. The PMS makes the selections.

Cadet Leadership Selection Board

Rank selection boards are conducted for Senior NCOs who desire to occupy the following positions:

First Sergeant (Company 1SG) and Command Sergeant Major (Battalion and Brigade CSM)

An eligible cadet submits a memorandum to the president of the cadet leadership selection board at least 10 days prior to the board convening dates, which is published in the Commandant's Command Bulletin, normally in September and February each year. Board members are comprised of select cadet leaders, and members of the Commandant's and Professor of Military Science's staff. The board interviews and selects cadets for the following semester.

Command Selection

The Commandant and Professor of Military Science Staff will receive input from the Cadet Chain of Command and propose the following year Commanders to the Superintendent of the CLA for final approval.

Leadership Training

FROG Week

The purpose of Freshman Recruit Orientation Group (FROG) Week is to integrate new cadets into the Corps of Cadets and through challenging experiences, make them feel welcomed, trusted, and valued as new members of the Boar's Head Brigade. We will give them opportunities to showcase their leadership skills and instill in every new cadet—to include those who are struggling—a sense of belonging, confidence, self-discipline, the importance of holistic health and fitness and living by the Army Values. New cadets will develop a sense of pride by accomplishing difficult tasks, solving problems, and succeeding together.

The culture of FROG Week extends to the entire first-semester cadet experience. Successful completion of FROG week is required of all cadets and is a prerequisite to achieve rank beyond that of recruit.

Pre-Command Course

Prior to FROG week, select leaders attend a training program to provide them with the skills to lead in their assigned positions during and after FROG week. Participating leaders are certified by the Commandant of Cadets prior to FROG week.

Resident Assistant Training

Senior cadet leaders hired into resident assistant positions will complete UNG-required training. Training is conducted by the CLA and other UNG professional staff.

Cadet Basic Leadership Course (CBLC)

Cadets will advance beyond the rank of specialist and serve in direct supervision positions after completion of CBLC, which provides basic leadership training and instructional skills essential to becoming a successful leader at any level. A Cadet who desires to compete for a higher rank should refer to the CBLC application memorandum published and distributed to the Corps each fall semester. CBLC will be conducted throughout the spring semester. To participate, a Cadet must be good academic and conduct standing and have completed FROG week.

Cadets who completed the Army's Warriors Leader Course may be exempted from CBLC by the Senior OMT. Cadets who complete an alternative course of instruction will be evaluated on a case-by-case basis to hold positions in grades higher than Cadet Specialist. Requests to waive the attendance requirements may be submitted in memorandum format to the Assistant Director for Operations/Cadet Leader Development.

Cadet Advanced Leadership Course (CALC)

The second course is the Cadet Advanced Leadership Course and is designed to prepare Cadets selected for platoon sergeant, first sergeant, and command sergeant major positions by the Senior NCO Board. The course consists of online training, in-person lectures, shadowing current senior NCOs, and demonstrating proficiency in the roles and functions in senior NCO positions. The course occurs throughout the semester in which participating cadets were nominated by Senior NCO Board.

Cadet Staff NCO Course (CSNC)

The purpose of CSNC is to train and educate Cadets on the staff processes involved in each staff position in a battalion and brigade headquarters. The course consists of online training, in-person lecture, shadowing a staff NCO, and practical application of the roles and functions of each numbered staff position (S1-S9) and special staff position (Medical, Chaplain). Each Cadet will attempt to complete CSNC before serving in their designated role.

6. Standards for Cadet Conduct

Overview

As an honorable Cadet, it is imperative that you understand and adhere unwaveringly to our Motto, the Cadet Honor Code, and the Army Values - whether on or off duty; on campus or away from it; and with faculty, staff, and fellow students and Cadets. These steadfast standards not only distinguish you from your peers but also serve to fortify your character, shaping you into the finest leader you can possibly become.

Salutes, Honors, and Courtesy

Rules for salutes, honors, and courtesies play a crucial role in shaping the culture and ethos of the Boar's Head Brigade. They promote discipline, respect, and unity among Cadets while

upholding time-honored traditions and values. They foster unity, set professional standards, uphold traditions, and maintain discipline.

Cadets follow the 2019 [Army Regulation 600-25](#), *Salutes, Honors, and Courtesy*. The regulation covers:

- hand salutes and salutes with arms
- courtesies to the national flag and the national anthem
- cannon salutes
- Pledge of Allegiance
- ceremonies and parades

Cadets in uniform will exchange salutes between officers and enlisted ranks when outdoors. The salute is a long-standing traditional gesture of respect and recognition within military culture. It is a way for Cadets to acknowledge each other's rank, authority, and professionalism, and to maintain a sense of decorum, order, and discipline.

Cadets of varying ranks address each other using their respective ranks rather than by their first names. Cadets will sound-off with the greeting of the day and Company Motto. For example, "good morning Sergeant, Keep Up the Fire." In emails, Cadets will address CLA Staff with their title and last name.

Cadets pay proper respect for the flag of the United States during reveille and retreat by standing at attention and rendering a salute while the flag is raised or lowered. Doing so is a way to demonstrate reverence for our nation, its history, and the principles of freedom and democracy that it represents. It serves as a tangible expression of patriotism and gratitude for the opportunities afforded to Americans.

Cadets will use appropriate language and avoid profanity.

Procedures for Failure to Uphold Standards

UNG Student Code of Conduct

Cadets are subject to the UNG Student [Code of Conduct Policy](#). The Code of Conduct Policy and all related procedures are located on the [Office of Student Integrity web site](#). The policy governs Class I violations to include:

- academic misconduct
- alcoholic beverages
- animals
- damage to property
- disorderly assembly
- disorderly conduct
- drugs

- failure to comply
- tobacco and vaping
- falsification of records/false statements/dishonesty
- explosives/fireworks
- fire and emergency safety
- weapons
- hazing
- student ID cards
- theft
- unauthorized access and improper use of technology
- gambling
- residence hall regulations
- motor vehicle/parking regulations
- violation of any professional and/or ethical standard related to any academic program
- other published university regulations and campus-specific policies
- violation of conduct sanctions
- violation of law or failure to report a violation of law
- sexual misconduct

Note that each of the above is defined in the Student Conduct Policy. When you become aware of any of the above misconduct, you are obligated to immediately report the violation using the appropriate form on the [Make a Report](#) web page in the Student Integrity web site, and the appropriate professional staff will be informed through the Make a Report system. Note that UNG cannot guarantee the confidentiality of information included in the report, and that retaliating against a cadet making a report is expressly forbidden. If you are found to be engaged in retaliation, you will be subject to disciplinary action.

Once a report is made, the Office of Student Integrity (OSI) will determine how the misconduct will be treated. Specific procedures are contained in paragraphs D, E, F, G, I and J, and possible sanctions are contained in para H of the [Student Conduct Policy](#). After an initial review, the OSI may refer the misconduct case to the Office of the Commandant of Cadets for an informal resolution, which may or may not include additional sanctions. Informal resolutions may include dismissing you from the Corps of Cadets.

Cadet Conduct and Discipline

Army leader development doctrine is contained in Field Manual 6-22, *Developing Leaders*, in which Lieutenant General Martin states that “FM 6-22 assists in this quest [developing leaders] and applies to all leaders at echelon, from fire team to division. It provides specifics and examples of how to develop leaders, including oneself. This doctrine walks through a range of developmental activities that focus on feedback, practice, and study.” Centering our Corps of Cadets discipline system on Army doctrine and moral behavior and development is intended to result in more desirable cadet recruiting, cadet retention, and authentic leader development outcomes.

The Corps of Cadets conduct is similar to the Army's Uniform Code of Military Justice (UCMJ) as outlined below:

Company Grade Article 15.

A **Company Grade Article 15** refers to **non-judicial punishment (NJP)** administered by a **Company Commander** (typically a Captain or Lieutenant) under **Article 15 of the Uniform Code of Military Justice (UCMJ)**. It's used for **minor offenses** and is the least severe form of punishment under military law.

- Being late for duty
- Disrespect to an NCO or officer
- Unauthorized absence (UA/AWOL for short periods)
- Disobeying lawful orders
- Insubordination
- Misuse of government property

Cadet Company Commanders will adjudicate minor offenses, to include Blue Book infractions (Class II violations, reference Appendix E) of 20 demerits and less.

Field Grade Article 15.

A **Field Grade Article 15** is a more serious form of **non-judicial punishment (NJP)** administered by a **Field Grade Officer** (usually a **Major (O-4)** or higher) under **Article 15 of the Uniform Code of Military Justice (UCMJ)**. It allows for **more severe punishments** than a Company Grade Article 15 and is typically used for more significant or repeated offenses.

- Repeated disrespect toward NCOs or officers
- Failing a urinalysis (drug use)
- Fighting or assault
- Serious AWOL (less than 30 days)
- Property damage
- Misuse of government funds/equipment

Cadet Battalion Commanders will adjudicate more significant or repeated offenses, to include Blue Book infractions (Class II violations, reference Appendix E) above 20 demerits.

General Officer Authorities.

General Officer Authorities refer to the legal and administrative powers held by **General Officers** (O-7 and above) in the U.S. military. These officers hold the **highest levels of command** and **broad authority** over operational, administrative, disciplinary, and strategic matters.

Cadets that accrue 50 or more demerits in a semester, serious offenses, or patterns of misconduct are referred to the Cadet Disciplinary Board. Commanders may request to send a Cadet to the Cadet Disciplinary Board through the Commandant of Cadets. Refer to the Cadet Disciplinary Board Policy for additional information and procedures of the Cadet Disciplinary Board.

- **Note to Commissioning Cadets.** Hazing is against the law! Contracted Cadets are reminded that the SMC Brigade Commander has stated that AR 600-20 is applicable. Further, participation in college “traditions” that are cruel, senseless rites of passage are expressly forbidden. If you decide to participate in hazing activities because they are a word of mouth tradition, then “you do not belong in the U.S. Army.” (letter, USACC, 10 February 2010).
- **Reporting Procedures.** Every Cadet has a responsibility to report all incidents of hazing to his/her chain of command. However, if the individual does not feel comfortable reporting the incident to the Cadet chain of command, he/she should report directly to an OMT, company advisor, staff chaplain, or any Military Science instructor. Failure to report a hazing incident constitutes a violation of an order. Cadets may report hazing using the no hazing hotline: 1-888-NOT-HAZE.

References

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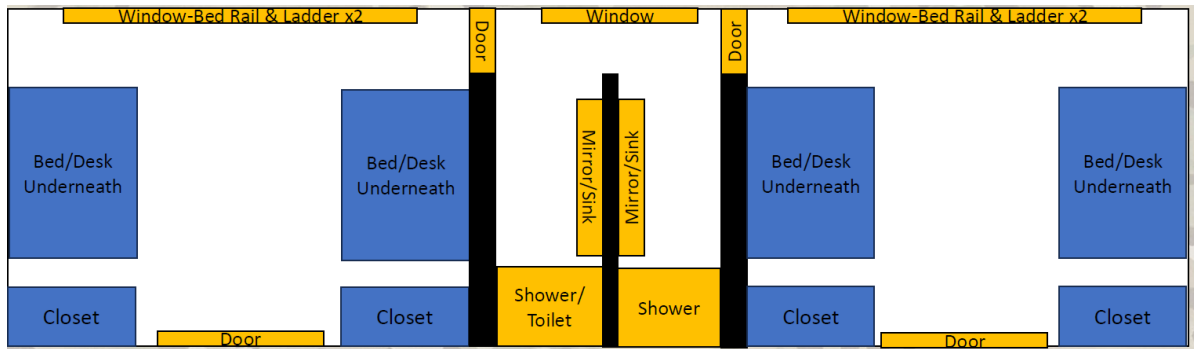
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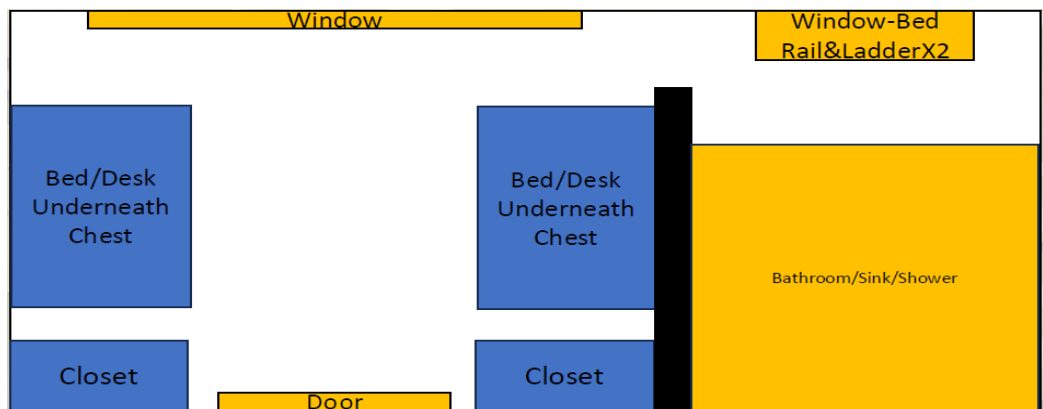
Appendix A: Room Layout and Display Standards

Room Layout

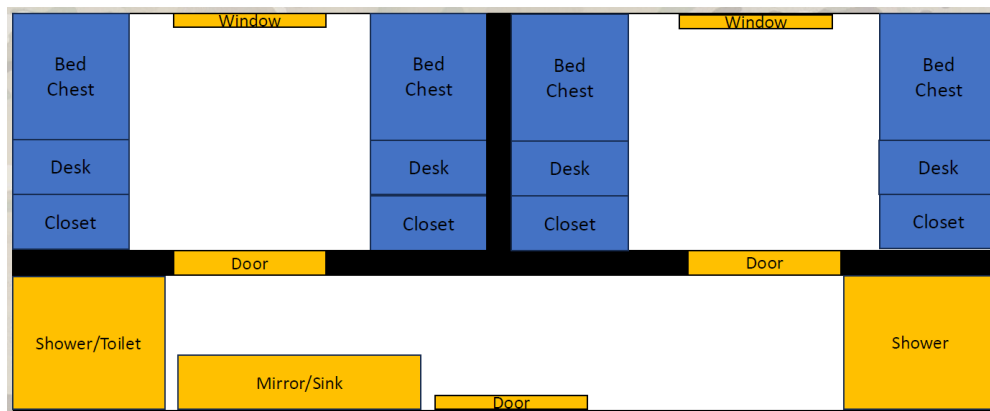
Gaillard Hall Suite



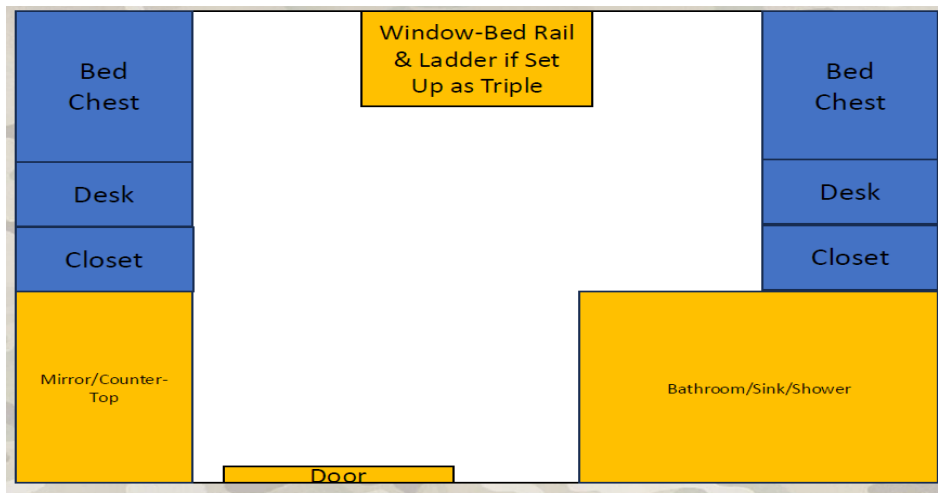
Gaillard Hall Command Suite



Liberty and Patriot Hall Suite



Liberty and Patriot Hall Command Suite



Closet Standard

Covers evenly spaced, fist width apart, free of dirt and grime. Two storage boxes displayed.



Uniforms have no rank, insignia, or nametape; free of dirt and debris; blouses and shirts zipped and buttoned as worn; uniform hangers evenly spaced about 2-inches apart; civilian clothes neatly organized and hung uniformly.



Foot locker secured with lock turned to 0 or combination dials all on the same number. No combination written on back of lock.



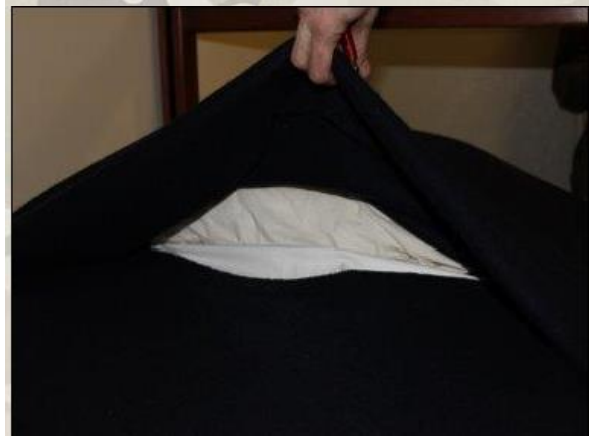
Drawer Standard



Drawers are clean, clothes folded. Minimum of three white T-shirts, three brown T-shirts, three pair green socks.

Bed Standard

Beds must be clean with blankets free of stains, dirt, and wrinkles; 45-degree hospital corners; white sheets and pillow under dust cover; dust cover measures 21-inches from the inside bed post.



Desk Standard

Desk must contain two pencil boxes; monitors no larger than 26-inches diagonally; generally clean and orderly.



Appendix B: End of Spring Semester Clearance Checklist

- absence cards removed from doors
- rooms that have been cleared by Command Teams will have the doors propped with the trash can
- windows closed and locked
- thermostat set between 70-72
- drawers tiered
- the only items that should be left in the room are toilet paper and the shower curtain
- common areas (kitchens, laundry rooms, computer labs) clean and free of personal belongings
- trunk rooms clear
- bicycles left on racks/items left in stairwells will be discarded
- do not park in front of the dumpsters.
- unwanted cleaning supplies/can be left at the CQ desk
- remove expired posters/announcements from doors and windows
- no rocks left in residence halls
- if anyone has wool blankets, pillows, company t-shirts, ascots, or raincoats they want to donate, please leave those at the CQ desks as well

Appendix C: Quarters (Study Hours)

The purpose of Quarters is to improve individual academic performance by providing an atmosphere that allows for undisturbed study. Those who achieve cutoff scores will be removed from Quarters; those who do not will remain on Quarters.

All Cadets are required to observe Quarters if their names appear on the Quarters List prepared by the Commandant's Office at the beginning of each semester. All questions about Quarters should be directed to the Senior Advisor to the Commandant. Quarters rosters will not be altered without the permission of the Senior Advisor. The following academic criteria apply:

- a. All first semester Cadets (regardless of transfer credits) and Cadets who have less than 15 academic hours will be assigned to Quarters.
- b. Cadets with 15 hours or more and a cumulative GPA of 2.5 or higher will be removed from Quarters.
- c. Cadets with less than 15 hours who have a 3.0 GPA or higher, may request removal from Quarters. The written request requires the approval of the unit commander and the Senior Advisor.
- d. All Cadets who receive Georgia Military Service Scholarship (GMSS) benefits will be assigned to Quarters if their cumulative GPA is below 2.5, regardless of their hours earned. These students are required by regulation to sustain a 2.5 GPA in order to retain their state scholarship.
- e. Once a Cadet earns his/her way off Quarters, he/she will remain off Quarters. Exceptions include ROTC or GMS Scholarship recipients. Also, in these cases, an Academic Improvement Plan (AIP) will be signed. The PMS or Commandant may require selected Cadets to stay on quarters or return to quarters in cases where academic achievement is borderline, or upon request of parents.

PROCEDURES.

- a. COMMANDERS are responsible for all aspects of Quarters. They will be held accountable for rigorously complying with this Appendix in their units. By contract, they will also personally observe Quarters at least one night per week. Similarly, by contract, unit first sergeants will personally observe Quarters at least one night per week, on a different night than the commander.
- b. The Cadet Charge of Quarters (CQs) will be posted during Quarters, Sunday-Thursday nights from 1800-2400 hours. The CQ will wear the uniform of the day and will maintain a CQ book to standard. He/she will also perform all duties directed by the BDE SDO. The CQ will also hold a Quarters formation at approximately 1920 hours to determine accountability.

- c. CQs may enter any room at any time to enforce Quarters, especially if noises or other disturbances are heard.
- d. CQs will ensure the hallway is quiet and that no meetings, inspections, visits by peers or upperclassmen or social events disturb those on Quarters.
- e. CQs will not leave the hallway during their tour of duty except when summoned by the BDE SDO. Commanders will ensure that CQs have no night classes during this time of duty.
- f. Personnel on Quarters will be in their rooms, except during the announced break, and will wear the Uniform of the Day (UOD) or a Cadet physical training uniform.
- g. Personnel on Quarters, regardless of rank or class standing, are prohibited from the following activities during Quarters: watching TV; playing computer games; using computer technology for purposes other than academics; using telephones (except during emergencies); using media devices or electronic devices of any sort. This means that all personnel on Quarters will have the exact same privileges.
- h. Personnel on Quarters may study with other cadets in the platoon alcoves or company dayrooms. However, visitation policies are still in effect. No women in men's rooms and vice versa in Patriot, Liberty or Gaillard Halls.
- i. Personnel on Quarters may sign out to the Library Technology Center (LTC), and they will check in with the Library CQ upon arrival/departure. A card swipe is required at the LTC for both entry and exit.
- j. Personnel on Quarters may sign in/out to the Recreation Center during quarters break. They will sign in/out with the Recreation Center CQ.
- k. Personnel on Quarters may request permission from their immediate supervisor to sign out to the following locations and activities:
 - 1.) To study in the Library Technology Center, in uniform.
 - 2.) For group study at a designated location on campus, in uniform. Includes night classes/labs, mandatory tutorial sessions, and designated departmental study halls.
 - 3.) To use an on-campus academic facility, i.e. a lab, a study hall, a computer center, in uniform.
- l. Personnel who sign out to the above locations will proceed directly to the location and return in the same manner. They will be physically present at the location reflected on their door card and/or the company sign-out roster. Civilian residence halls are off limits from 1930-2400 hours for all personnel assigned to Quarters.

QUARTERS TIMELINE.

- a. 1900-1915 **Commanders' time.** This is a time for meetings and inspections at the squad, platoon, or company level. CQ is posted on the hallway. Leaders will visit rooms as they see fit. Academic NCOs and staff officers are encouraged to use this time to collect data, conduct interviews, complete surveys, inspect, and counsel appropriately.
- b. 1915-1930 **Quarters formation in the hallway.** CQ gets total accountability & establishes order.
- c. 1930-2100 **Quarters.** No noise, no visitors, no inspections, no meetings. **STUDY TIME.**
- d. 2100-2200 **Quarters Break.** Cadets may take a break or study. They may leave the residence hall, but not campus. *Cadets that are studying in approved sign-out locations may remain in the location they are signed out to. Sign up for late lights. See late lights procedures. Note: Cadets may sign up for early TAPS at 2200. Tell CQ in person.
- e. 2200-2400 **Quarters.** Continue to observe quiet hours. **STUDY TIME.**
- f. 2300 **Early TAPS.**
- g. 2400 **TAPS and lights out for all personnel. Late lights begin for selected personnel.**

ADMINISTRATION.

- a. Alternate Quarters. Commanders may request an alternate Quarters program on a case-by-case basis for specified personnel. Implementation will take place only after a signed approval is posted on the wall beside the door of the requestor. Approval will be granted by the Senior OMT. Study habits, learning styles, night class conflicts, and learning disabilities will be considered.
- b. Exceptions to Policy. Requests for an exception to the Quarters Policy, including consideration for "learning support" or transfer credit, must be submitted on a case-by-case basis through the company commander to the Senior OMT.
- c. Emergency telephone contact during Quarters will be through the messenger or the BDE SDO.
- d. Doors of personnel on Quarters will be CLOSED. This is due to fire code in Gaillard, Patriot and Liberty Halls.
- e. Cadet Chaplains are authorized to conduct short, voluntary Bible studies in residence hall lobbies during Quarters. Personnel who wish to attend may sign out to the designated location.

- f. Cadet mentors are authorized to meet with their mentee(s) during Quarters, once a week. They may sign their mentee(s) out to a location somewhere within the Dahlonge area. Mentors CAN meet with mentees at off campus locations such as coffee shops, restaurants, or fellowship halls.
- g. Commanders, senior NCOs, and SDOs are authorized to enter rooms at any time in order to resolve problems with noise, disturbances, or inappropriate behavior. Pass key is available from SDO and/or OMTs.
- h. Faculty advocates, supplemental instructors (SI), members of the Commandant's Staff and members of the Military Science Department are authorized to visit Cadets on Quarters at any time.
- i. Civilian visitors are not authorized in Cadet rooms during Quarters, or any other time. They are encouraged to meet their Cadets in the lobby for study activities.
- j. Company commanders and ISGs will inspect Cadets signed out on their night of duty and will implement the appropriate checklist found at the CQ desk every night. At the end of the night, they will turn it in to the battalion commander.

LATE LIGHTS.

- a. Cadets **NOT ON QUARTERS** may request late lights only for the purpose of individual study until 0200 hours. Approval granted by CQ. OMT inspects list nightly.
 - b. Cadets **ON QUARTERS** must visit an OMT in person during the 2100-2200 break to request written approval for late lights. OMTs may inspect rooms during late lights. "Late lights" ends at 0200 hours.
 - c. During late lights, Cadets are required to **STUDY**. Absolutely no TV, video games, IPOD/MP3/VHS/DVD players, texting, visitation, or socializing! Computers are allowed for academic purposes only. Cadets may not leave their rooms except to use the latrines. OMTs may issue demerits for late lights violations.
9. **UNIFORM.** The uniform for personnel on late lights is the Army IPFU or the uniform of the day (UOD). Civilian clothes **WILL NOT** be worn.
10. Questions concerning Quarters will be referred to the Senior OMT.

Appendix D: Membership in Co-curricular Military Organizations/Outside Employment

Co-curricular organizations are defined as military units outside of the formal organization of the Corps of Cadets that are formed for special purposes or training. Co-curricular organizations covered by provisions of this SOP include: the Aggressor Platoon, Scabbard & Blade, GEB, Patriot Choir, the Mountain Order of Colombo, the Color Guard, the Ranger Challenge Team, the Blue Ridge Rifles, the Chaplains' Association, the Combat Shooting Sports Team (non-NCAA), and the Cyber Unit.

Requirements for joining co-curricular military organizations:

- a. Cadet Recruits are allowed to try out for military co-curricular organizations during their first semester as a Cadet.
- b. Satisfactory conduct record, and in some cases satisfactory completion of a "try-out" monitored by a faculty advisor is required.
- c. Successfully meeting any other entrance criteria mandated by club/team policy.
- d. Waivers for may be granted in writing by the Commandant of Cadets upon receipt of a written request for waiver from the student and his/her ROTC Faculty Advisor.

Requirements for maintaining active membership in co-curricular military organizations:

- a. Active membership is defined as:
 - (1) Attending scheduled meetings, training, and/or demonstrations.
 - (2) Holding an office or position in the organization or being on a membership roster.
 - (3) Wearing distinctive insignia or uniform articles, if earned, by SOP.
 - (4) Participation in field training exercises and off-campus activities.
 - (5) Eligible for promotion within the organization.
 - (6) Eligible to vote in elections held by the members of the organization.
 - (7) Maintaining a satisfactory record of conduct (no pattern of misbehavior and no Class I offenses in the current semester).
- b. All Cadets, other than first semester freshmen, must have a 2.5 cumulative GPA to maintain active membership in any co-curricular military organization.

- c. **Cadets who earn less than a 2.5 cumulative GPA or drop to less than a 12-hour academic load will immediately be placed on probation** forfeiting all benefits of active membership as stated in paragraph 4 (a) above, except that they may attend “on-campus meetings” once per week for the purpose of staying informed. Waivers of paragraphs 4a (1) through (7) may be granted by the Commandant of Cadets in writing on a case-by-case basis.
- d. Cadets on probation who achieve a 2.5 cumulative GPA or higher may be immediately reinstated as active members as long as they are otherwise qualified.
- e. Cadets who commit a Class I offense will be immediately placed on probation for the remainder of the semester by the commander of the unit. Also, they may be permanently dismissed from the organization IAW local SOP.
- f. **The Commandant of Cadets reserves the right to permanently or temporarily remove any Cadet from a co-curricular military organization based upon violation of law, misconduct, poor academic performance, or a refusal to cooperate with the designated faculty advisor. In particular, hazing and sexual misconduct, and the use of alcohol or drugs will not be tolerated.**
- g. Cadets who are found guilty of hazing will be removed from the organization, never to return to the organization in which they hazed.

Further requirements.

- a. Commanders of all co-curricular military organizations will brief the Commandant and PMS, or a designated member of their staff, prior to each off-campus FTX and/or event including Patch/Cord Weeks and Assessment Weeks. At a minimum, risk assessment, medical support, scheme of maneuver (or concept of operations), logistic support, and command/control will be briefed. Briefings will occur no less than 6 weeks from the event.
- b. Each co-curricular military organization must have an assigned faculty advisor from the Military Science Department or Commandant’s Staff. Commanders of co-curricular military organizations will brief their advisor in detail on all training activities and events prior to execution. The faculty advisor has complete authority to modify training plans in the interest of safety or to make training more relevant, realistic, or appropriate.
- c. No training on weekends, holidays, holiday breaks, or spring/fall breaks is permitted by co-curricular military organizations unless the training is scheduled on the Brigade Training Schedule and approved six weeks in advance. The Commandant or the PMS must approve training during these times.
- d. No co-curricular training will be conducted before 0700 or after 1900 unless approved by the Commandant of Cadets. Requests for exception to policy must be submitted in writing.

- e. No co-curricular military organization will meet, train, or use government equipment from 1 May-15 August without written consent of the Commandant of Cadets.
- f. **ALL** training conducted by co-curricular organizations will be annotated on the Brigade Training Schedule and approved by the unit advisor in advance of the event.
- g. The in-coming commander or OIC of each co-curricular military organization is responsible for updating the unit's SOP. The current SOP for the unit must be approved by the faculty advisor and on file in the Commandant's Office on the first day of the semester in order for the unit to train. The SOP must be **no older than two years** and it must include all ceremonies, rituals, assessments, try-out procedures, tactical tasks, FTXs, demonstrations, and modifications to Cadet uniforms.
- h. All members of military co-curricular organizations will sign a UNG hazing awareness statement at the first meeting of the semester. These forms will be maintained in each organizational folder in the Commandant's Office, Room 102A, MLC.
- i. Co-curricular unit commander will ensure this unit is registered in UNG Connect no later than the 1st of September, annually. The names of all members and the faculty advisor must be entered into UNG Connect. Co-curricular who fail to register will be diverted to "stand down" until they comply.

Outside Employment

Any cadet wishing to secure employment outside the Corps must complete a work registration form every semester. At no time will this employment interfere with 100% participation in Corps activities or the timely completion of any punishment under the cadet conduct system.

Appendix E: Class II Violations

Abbreviation	Description	Maximum Punishment
ACNP	Absence card not posted	1 demerit
AFRHBTAR	Absent from residence hall between taps and reveille	20 demerits, 1 week campus restriction
AFRFOE	Absent from required formation or event	10 demerits, 1 week campus restriction
BNIGO	Residence Hall not in good order	8 demerits, 1 week campus restriction
CLDTNPP	Careless loss, destruction or damage to non-personal property	20 demerits, 1 week room arrest, 1 week campus restriction
CUAC	Conduct unbecoming a Cadet	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
DATODCTQ	Disturbance after taps or during call to quarters	20 demerits, 1 week campus restriction
DTCC	Disrespect to colors	20 demerits
DOO	Disobedience of orders	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
EACRWOA	Entering a Cadet's room without authority	20 demerits, 1 week campus restriction
FTCWI	Failure to comply with instruction	6 demerits
FTCWIAC	Failure to comply with instruction after correction	12 demerits
FTRAR	Failure to report to military personnel as required	20 demerits, 1 week room arrest, 1 week campus restriction
FWSOU	Fraternization with subordinates or underclassmen	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
GEA	Government equipment abandoned (but recovered)	8 demerits, 1 week campus restriction.
HNIGO	Hall not in good order (Company Commander)	8 demerits, 1 week campus restriction
ILVOP	Improper language, vulgarity, or profanity	8 demerits
IOA	Insolence or apathy	20 demerits, 2 weeks room arrest, 2 weeks campus restriction
IOCR	Ignorance of Cadet regulations	8 demerits, 1 week campus restriction
ITCOON	Insubordination to Cadet officer or NCO	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
LFOELTFM	Late, formation or event, less than five minutes	4 demerits
LFOEFTTM	Late, formation or event, five to ten minutes	8 demerits
NOD	Neglect of duty	40 demerits, 2 weeks room arrest, 2 weeks campus restriction

OOUWU	Out of uniform when unauthorized	15 demerits, 2 weeks campus restriction.
PDOAWIU	Public display of affection while in uniform	20 demerits, 1 week room arrest, 1 week campus restriction
RNRFI	Room not ready for inspection	8 demerits
RFTR	Repeated failure to report	10 demerits, 1 week campus restriction.
UEAIB	Unauthorized electrical appliances in residence hall	6 demerits
UGOLAAS	Using grass or landscaped areas as shortcut	10 demerits
UVAOPD	Unauthorized visitor at official place of duty	6 demerits
UVDCTQ	Unauthorized visiting during call to quarters	8 demerits
UVIB	Unauthorized visitors in barracks	20 demerits, 1 week room arrest, 1 week campus restriction
VODR	Violation of military disciplinary restriction	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
VOQP	Violation of Quarters policy	20 demerits, 1 week room arrest, 1 week campus restriction
VORAOR	Violation of room arrest or restriction	40 demerits, 2 weeks room arrest, 2 weeks campus restriction
VOVP	Violation of Visitation Policy	20 demerits, 1 week room arrest, 1 week campus restriction
WHIB	Wearing hat (military or civilian) in building	4 demerits

Appendix F: Corps Participation Policy (CPP)

CORPS OF CADETS PARTICIPATION POLICY

Implementation Date: Fall 2025

The University of North Georgia (UNG) is a federally designated Senior Military College¹ that is organized into a Corps of Cadets (Corps) that operates within the intent of military discipline. Cadets will be in a designated uniform and receive specified military training as part of their undergraduate curriculum. **The Corps is a voluntary organization whose mission is to produce educated and honorable men and women, graduating from the Senior ROTC Program, which stresses academic achievement, leadership, and physical training.**

Professional Army officers and non-commissioned officers, both active and retired, coach the senior Cadet leaders in the art and science of military leadership. Cadets then use the student-led chain of command to disseminate information and to accomplish all assigned missions. The Corps will adhere to standards stated in the Bluebook and uphold traditions similar to those maintained at U.S. military academies.

All cadets in the Corps must be enrolled as “[full-time students](#).” This includes enrolling in a Military Science course (MILS) every Fall and Spring semester, and a MILS exercise physiology (PT) course in every Fall and Spring Semester.

The Corps of Cadets is an immersive leadership experience. Unless granted an exception by the Commandant of Cadets, you are expected to reside on campus in a cadet residence hall for eight semesters (excluding summer semesters) or until you graduate with your degree, whichever comes first. In coordination with UNG Residence Life contract submission timelines, the Cadet Leadership Academy will make every attempt to provide you with a room in a cadet residence hall. However, a cadet may not receive his/her preference for a specific housing assignment, roommate, or room type. Cadets may request an exception or waiver to the Corps of Cadets Participation Policy and live off campus as cadet non-residents if they meet one of the following criteria:

- Reside with parents or grandparents and commute daily to/from their residence within Forsyth, Dawson, Lumpkin, Hall, or White Counties.
- Are married (marriage certificate).
- Are age 23 or older at time you apply to live off campus.
- Have completed two years of honorable military service (DD Form 214).
- Have completed eight semesters in the Corps of Cadets.
- Document an extreme hardship necessitating being a non-resident cadet.
- Are studying abroad for a semester.
- Are enrolled in a semester internship over 20 miles from the Dahlonega Campus.

Cadets, including cadets who are transfer students, who have completed eight Fall or Spring semesters as a cadet may request an exception from the Assistant Commandant and the Professor of Military Science to complete their remaining graduation requirements as a non-cadet student.

¹ Army Regulation 145-1, section 2-1; Title 10, United States Code (USC) Section 2111a(f),

AUTHORITY: The Assistant Commandant of Cadets has the authority to approve or disapprove requests for exceptions or waivers to the Corps of Cadets Participation Policy **and will consider** the need for residential leaders in the Corps and the mission to train “in residence” as many leaders as possible.

Prospective cadets should submit requests for non-resident status through the Director of Cadet Recruiting. Enrolled cadets should submit exception to policy or waiver requests to the Assistant Commandant through their cadet chain of command within timelines as published by UNG. Decisions made regarding adherence to the Corps Participation Policy may be appealed to the Superintendent of the Cadet Leadership Academy or their representative within five business days of written notification of a decision.

Cadets are subject to the UNG Student [Code of Conduct Policy](#) and the Corps of Cadets Blue Book standards. The UNG Student Code of Conduct Policy and all related procedures are located on the [Office of Student Integrity web site](#).

STOP OUT Clause: Cadets who choose to **quit the Corps** or who are **administratively dismissed from the Corps** in their first 4 semesters may not register for future courses on the Dahlonga Campus for the next two semesters (or until they reach 60 hours, whichever comes first) unless they request and receive an exception to policy. Upon dismissal, the student will no longer be eligible to reside in cadet housing but will be reassigned to non-cadet on-campus housing, if desired.²

I understand that my participation and membership in the Corps of Cadets is a privilege and that I am held to the standards of conduct as outlined in the UNG Student Code of Conduct and the Corps of Cadets Blue Book. The Corps standards of conduct may be higher than those defined in the UNG Student Code of Conduct and will never be lower. I understand that I may be considered for dismissal from the Corps under the following circumstances:

- 1. I am found responsible, through the conduct process managed by the Office of Student Integrity (OSI), for violating the UNG Student Code of Conduct Policy, which dismissal may be in addition to any other sanctions issued through the OSI process; or**
- 2. I am found responsible by a Cadet Discipline Board (Board) for violating a Bluebook regulation that is not otherwise addressed within the scope of the UNG Student Code of Conduct Policy, and such violation is determined by the Board to be disruptive to the good order and conduct of the Corps.**

Dismissals from the Corps will be in accordance with applicable UNG policies and Bluebook requirements.

² Housing cancellation fees will be waived if the student chooses to move into off campus housing