

Operations Order: Exam, Graduation and Summer Furlough

1. SITUATION: The Corps of Cadets will take final exams during the period April 23 through April 29 with an incremental release of non-essential C2 and C3 cadets “after last exam/academic requirement or military duty.” **All C1 cadets and identified C2/3 cadets remain on campus in support of graduation events.** The final release date for Summer Furlough is Saturday, May 3, at 0530 with Reconstitution on Sunday, 17 August 2025, at 1600 hours.

2. MISSION: The Corps of Cadets will meet all final academic requirements ON CAMPUS, no exceptions. A slice of the Corps will remain in support of graduation events which includes the entire Class of 2028. Final inspections of rooms will be conducted and barracks cleaned. Once cleared for departure cadets are required sign-out in CAS under Summer Furlough. Graduating Cadets must be in strict compliance with grooming standards and meet all physical and disciplinary requirements prior to participating in graduation activities, to include the Long Gray Line and Commencement Ceremony. Any C2 and C3 cadets who are not key leadership and classified as “after last exam/academic requirement” will leave campus after their last exam and begin their Summer Furlough. Selected C2 and C3 cadets notified by their Battalion TAC NCO and all C1 cadets remain on campus until the official start of Summer Furlough on Saturday, May 4 at 0530.

3. EXECUTION

a. Concept of the Operation

(1) Punishments (Including accelerated punishments).

- (a) All punishments must be completed prior to Graduation or the cadet will not receive a diploma or participate in the Graduation Ceremony (Annex A, Accelerated Punishment Procedures). Cadets unable to complete their punishments prior to Graduation must submit an action plan to the Assistant Commandant for Discipline for completing outstanding punishments (Appendix 1 to Annex A).
- (b) All non-graduating cadets can begin accelerated punishments on 8 April through the beginning of exams on 23 April. Upon the completion of their final exam, they are released for summer furlough and will finish their requirements in the Fall semester. They will also receive 15 credits for the final exam period. (see Annex A, Accelerated Punishment Procedures).

- (c) A special Punishment Order will be published at 0700 hours, 3 May, for violations occurring during graduation week. Graduating First Class Cadets on this order will not participate in graduation exercises.
 - (d) No cadet will serve punishments during the exam period (23 April – 29 April). All cadets will receive punishment credits of 15 tours or confinements during the exam period. If a cadet begins the exam period with less than 15 punishments, the Battalion TAC Officer can clear them so they can take General Leave. Battalion TAC Officers will inform the Assistant Commandant for Discipline of all cadets who are in this category.
- (2) **Senior Leave, and General Leave** (See Annex B, Leave policy during Exam Period)
- (3) **Formations.** Effective Wednesday, April 23, and continuing through Friday, May 2:
- (a) During the period Wednesday, April 23 – Tuesday, April 29 (except Sunday, April 28) all cadets, unless on an authorized absence, will: meet all formations on the Corps Weekly Training Schedule and comply with personal appearance and grooming standards.
 - (b) During the period Wednesday, May 1 – Friday, May 2, all cadets will meet all formations on the Corps Weekly Training Schedule and comply with personal appearance and grooming standards. The last formation for Graduating Cadets will be the Long Gray Line Parade on Friday, May 2.
- (4) **Exam Guard and Duty Teams.** Regimental, Battalion Adjutants, and Provost Marshals will ensure that all rising classes are prepared to assume duties at the next higher level on Wednesday, April 23, at 0530 hours. Companies providing exam guard from April 24 – May 2 Friday will ensure there is the required guard team, and no cadet is on guard preceding an examination.
- (5) **Graduation Uniform.** All Graduating Cadets will wear the complete Full Dress uniform with their current rank, collar, cuffs, white gloves, and serviceable low quarters. Cadets must have regulation haircuts/hairstyles. If not, representatives from the college barber shop will make the corrections on site. Female cadets **are not authorized to wear skirts** to the Graduation Ceremony.
- (6) **Summer Furlough room and barracks closing procedures.** SY 2025-2026 Company and Battalion Commanders, Company First Sergeants and

Battalion Sergeants Major, under the supervision of the Bn TAC NCOs are responsible for clearing rooms and closing out of each barracks (Annex C).

(7) Luggage pick-up and turn-in.

- (a) All graduating Cadets and those not planning to return to The Citadel, are responsible for removing their stored items of luggage and personal property from the Central Supply Warehouse NLT 1630 hours, **Wednesday, April 30**, each Graduating Cadet will remove his/her personal belongings.
- (b) Luggage for the lower three classes may be withdrawn or turned-in for summer storage beginning Wednesday, Apr 23, during the following hours: Monday through Thursday 0800-1630 and extended hours on Friday, May 2, 0800-1800 (see Annex D). Luggage will not be left on the warehouse loading dock.

(8) Uniform Turn-in for Summer Storage.

- (a) C2 and C3 cadets returning to The Citadel in August 2025 will turn-in their Dress Blouses, Field Jackets, Full Dress Blouses, and Wool Trousers, as announced in the Corps Training Schedule. Failure to comply will result in disciplinary action.
- (b) Unit Supply Sergeants will monitor this process and ensure the instructions are followed.

(9) Departure Instructions.

- (a) Cadets not involved in graduation activities or designated by their Battalion TAC NCO, may depart the barracks after their last exam/academic requirement IAW the Summer Furlough Plan 2025, but **ONLY** after their rooms have been cleared by proper authority (Annex C).
- (b) All remaining cadets may depart campus between the hours of 0530-0730, Saturday, May 3. (Annex C).

b. Battalion and Company TAC Officers:

- (1) Monitor and validate accelerated tours (see Annex A).
- (2) Along with the Chain of Command, prepare the barracks for Summer Furlough (see Annex C).

c. Current and Rising Commanders.

- (1) Ensure every member of each unit/staff has read and understands the provisions of this OPORD.
- (2) Current commanders assist the rising Chain of Command in the assumption of their duties.

d. Current and Rising Regimental Adjutant.

- (1) Ensure the Duty Teams are briefed and aware of their requirements during Exam and Graduation week.

e. Current and Rising Regimental Supply Officer.

- (1) Monitor the turn-in of uniforms and luggage. Make announcements as required to remind cadets of the requirement.
- (2) Check the cadet daily status report to determine messing requirements.
- (3) Ensure the Assistant Commandant for Operations and Training is kept informed of progress and problems.

f. Current and Rising Unit First Sergeants.

- (1) Supervise the clearance process as required by Bn TAC NCOs.

4. SERVICE SUPPORT

- a. Meals:** All meals are MODIFIED open mess format. Check the Corps Weekly Training Schedule for times.

5. COMMAND AND SIGNAL

- a. Command:** Current chain of command will be in effect.
- b. Signal:** Guard will use radio communications (Channel #1) to coordinate the closing of the barracks.

BY ORDER OF THE COMMANDANT:

C.M. DUNNE
Col, USMC (Ret)
Assistant Commandant for Operations

- ANNEXES:** A – Accelerated Punishment Procedures
B – Leave Policy during Exam Period
C – Summer Furlough Room and Barracks Closing Procedures
D – Luggage Pickup and Turn-in
E – Uniform Turn-in for Summer Storage

DISTRIBUTION:

President's Office
Corps of Cadets
Commandant's Department
Public Safety
SODEXO
Physical Plant
Warehouse
Tailor Shop

ANNEX A:

ACCELERATED PUNISHMENT PROCEDURES

1. **GRADUATING FIRST CLASS CADETS:** Cadets who have not completed their punishments prior to Graduation will not receive their diploma at the Graduation Ceremony. Accelerated punishments will start for ALL GRADUATING FIRST CLASS CADETS on Monday, 8 April 2025.

a. Graduating First Class Cadets who have punishments to complete before graduation will request, in writing, permission to walk accelerated tours and confinements through their Battalion TAC Officer to the Assistant Commandant for Discipline (ACD). No cadet, including those cadets that will not complete graduation requirements until August, will be allowed to graduate until all punishments have been served. Graduating cadets must submit an action plan (see Mrs. Redmond for copy of plan), including cadets completing graduation requirements during Summer I and Summer II.

b. Confinements may be marched off at the rate of 2 confinements for 1 tour.

c. Accelerated tours and confinements will be scheduled around the academic schedule during the time period 0800-2300 daily (not to exceed 8 hours per day). No accelerated tours will be allowed from 23 April until each cadet's exams have been completed. [Confinements may be completed during this period].

d. Seniors with outstanding punishments will not be allowed to leave on "Senior Leave" until all punishments are complete and verified by the ACD.

2.

a. Prior to Exam Period, **All Cadets** are reminded that they must serve punishments at the mandatory times on Wednesday, Friday Saturday and optional punishments on Sundays. **THERE WILL BE NO TOURS FOR CONS DURING MANDATED PUNISHMENT PERIODS.**

b. Cadets are also reminded that they must sign for required restrictions on Wednesday, Friday, Saturday and Sunday regardless if they are doing accelerated punishments.

3. **NON-GRADUATING CADETS:**

a. May walk accelerated Tours from 8 April to 22 April. Non-graduating cadets will not execute punishments after their last exam and will complete their remaining punishments in the Fall semester.

b. Cadets may NOT sit accelerated confinements at any time.

c. Cadets may walk accelerated Tours for Confinements at a ratio of 1 tour for 2 confinements.

4. INSTRUCTIONS FOR WALKING ACCELERATED TOURS AND CONFINEMENTS

a. Cadets receiving written approval for accelerated tours and confinements will come to the Commandant's office each morning to pick up their Accelerated Punishment Sheet. Cadets will give one sheet to the Duty Team and keep the other one for their records. (It is important that cadets keep their own sheets as a backup record). Company Duty Teams will deliver the Accelerated Punishment Sheets to their Battalion TAC Officers for validation. Battalion TACs will then deliver all accelerated punishment sheets to the Assistant Commandant for Discipline prior to 0900 daily. Weekend sheets (Friday, Saturday, and Sunday) will be delivered NLT 0900 Monday.

b. ALL SHEETS MUST BE VALIDATED BY THE DUTY TEAM AND THE BATTALION TAC OFFICER IN ORDER FOR THE CADET TO RECEIVE CREDIT.

c. Accelerated tours and confinements will not take precedence over other requirements such as formations, classes, drill, duty or meals.

d. The Duty Team of each company and the Officer of the Guard (OG) of each Battalion will supervise accelerated tours and allow no one on the quadrangle while tours are being served. Any questions concerning these procedures will be referred to COL Hutson or Mrs. Redmond.

APPENDIX 1 (Action Plan) to ANNEX A(Accelerated Punishments) to OPORD 141-3

DATE: _____

TO: ASSISTANT COMMANDANT FOR DISCIPLINE

THRU: BATTALION TAC OFFICER

THRU: COMPANY COMMANDER

SUBJECT: ACTION PLAN FOR GRADUATING CADETS COMPLETING OUTSTANDING PUNISHMENTS AND 2ND, 3RD AND 4TH CLASS CADETS COMPLETING ACCELERATED PUNISHMENTS

1. I understand that my plan to complete all outstanding punishments must be submitted in two copies to the Assistant Commandant for Discipline (final approval).

2. As of the date of this memorandum, I have _____ tours and _____ confinements to complete.

3. Graduating seniors only:

c. I realize I must complete all outstanding punishments prior to receiving my diploma.

d. I am scheduled to: (initial appropriate box)

1) Walk the stage in May and complete degree requirements during the summer: _____

2) Walk the stage in May having completed all degree requirements: _____

4. The following is my action plan for accelerated punishments (must be legible):

Tours Plan: _____

Cons Plan: _____

Exam Schedule (must be completed): _____

(Cadet Full Name, CWID, & Class – Printed)

(Cadet Full Name – Signature)

Company TAC: Approved _____ Disapproved _____ Signature _____

Battalion TAC: Approved _____ Disapproved _____ Signature _____

ACD: Approved _____ Disapproved _____ Signature _____

Copy 1 - Individual Cadet
Copy 2 - Commandant's Dept.

ANNEX B to OPORD 141-3

Leave Policy during Exam Period

1. GRADUATING CADETS AND CADETS WHO WILL COMPLETE THE REQUIREMENTS FOR GRADUATION DURING SUMMER SCHOOL:

- a. Will be authorized Graduation Leave (must sign out thru CAS) from after last exam/academic requirement, until 0700 hours April 30, 2025. **Exam/academic requirements means ALL tests, papers, projects are completed and submitted to the respective Professors. All on-line/virtual academic related requirements must be completed ON CAMPUS. Room clearance requirements must be completed prior to departing.** Leave uniform will be Summer Leave or Blazer (civilian clothes will not be worn on campus at any time while on Graduation Leave).
- b. Graduating Cadets who have completed all academic requirements but choose not to take Graduation Leave, are authorized General Leave after last duty/academic requirement from 0800 hours until 2230. Cadets will sign out/in on General Leave thru CAS. Leave uniform is Summer Leave or Blazer uniform.
- c. Graduating Cadets will participate in all graduation activities May 1-3, 2025 unless they have been otherwise instructed due to deficiency in discipline and/or physical effectiveness requirements.
- d. Graduating cadets follow the General Leave periods as reflected on the Corps Training schedule from April 30 – May 1.

2. GRADUATING CADETS NOT PARTICIPATING IN THE GRADUATION EXERCISE:

Will be allowed to depart ONLY after their last exam and any additional academic requirements. In order to take advantage of this early departure, a clearance form (Appendix 1 to Annex B) must be completed and barracks room inspected. Cadets sign out through CAS under Summer Furlough.

3. 'AFTER LAST EXAM CADETS'

a. C2 and C3 cadets not designated as Mission Essential are authorized to depart on Summer Furlough after last exam/academic requirement.

Exam/academic requirements means ALL tests, papers, projects are completed and submitted to the respective Professors. All on-line/virtual academic related requirements must be completed ON CAMPUS.

b. **. Room clearance requirements must be completed prior to departing. Rooms are inspected and cleared by TAC Officers beginning Wednesday, April 23, between the hours of 0800-1600 daily ONLY. A Room Clearance form (Appendix 1 to Annex B) must be completed and barracks room inspected.** Cadets sign out through CAS under Summer Furlough.

4. ALL CADETS:

a) **Overnight Leave** is authorized for Saturday, April 26, for all proficient cadets, from after last exam/academic requirement/cadet duty on Saturday (NET 0800 hours) until 2230 on Sunday. Cadets must have an allotted overnight.

b) **General Leave periods** (for proficient cadets only): If a cadet begins the exam period with less than 15 punishments, the Battalion TAC Officer may clear them so the cadet can take General Leave if those punishments would have been completed at the time they are requesting the General Leave.

(1) Wednesday, April 23-Saturday, April 26: begins after academic requirement/duty, NET 0800 and ends at 2230.

(2) Sunday, April 27: Begins 0530 hours and ends at 2230 hours.

(3) April 30 – May 1: Begins after last academic requirement/duty, NET 1300 and ends at 2230.

(4) **There will be no general leave on Friday, May 2.** The barracks will be locked at 1830 hours and an accountability formation will be conducted. The barracks will then be prepared for furlough. Rooms of the remaining cadets will be inspected NLT 2400 hours by the Battalion TAC Officers.

5. **LEAVE UNIFORM** The leave uniform will be Summer Leave or Blazer.

6. **GRADUATION UNIFORM:** Graduating Cadets will report to Deas Hall at 0700; in the proper uniform and with a proper haircut. Uniform is Full Dress Salt & Pepper w/cover & gloves. Officers wear sash. Privates wear waist-plate. Female cadets **are not authorized to wear skirts** to the Graduation Ceremony.

APPENDIX 1 (Clearance Form) to **ANNEX B** (Leave Policy during Exam Period) to **OPORD 141-3** Clearance form for departure, Summer Furlough – **REQUIRED FROM EACH CADET**

Date: _____

CLEARANCE FORM

1. This is to verify that I, Cadet _____ CWID _____
Co _____ have:

- a. Turned in all uniform items required to Tailor Shop _____
- b. Returned all books to the Library/Bookstore _____
- c. Cleared the Cadet Store _____
- d. Removed, stored and turned-in belongings at Supply Warehouse _____
- e. Cleared respective ROTC Department (if contracted cadet) _____
- f. Put room in White Book Order (all furniture arranged per White Book) _____
- g. **Cleaned room per the instructions in APPENDIX 1 Annex C** _____
- h. Cleared with Multicultural Services (if international student) _____
- i. Turned in text books (scholarship athletes only) _____
- j. Cleared with Assistant Commandant for Discipline _____
- k. Turned in room key to Tactical Officer _____
- l. **I certify that I have completed ALL academic requirements to include exams, projects, papers, and any other assignments.**

[FULL Signature]

NOTE: ALL Graduating Cadets and C2/3 cadets clearing “After Last Exam” must complete this form by initialing each item above that applies. Use N/A for those that do not.

TAC Signature

ANNEX C to OPORD 141-3

Summer Furlough Room and Barracks Closing Procedures

1. DEPARTURE ROOM REQUIREMENTS:

SY 2025-2026 Rising and Current Company and Battalion Commanders, and Company First Sergeants/Battalion SGMs will be responsible for the following processes:

- a. All rooms cleaned to Furlough Standards (See Appendix 1).
- b. All personal belongings removed from room.
- c. Furniture arranged in accordance with the White Book.
- d. Over, short and damaged items reflected on the unit final OS&D Report.
- e. Battalion TAC NCOs oversee the process for room inspections.
- f. Cadets departing on furlough without having their rooms inspected and their name checked on the company roster as cleared to depart pulled for neglect of military duty major.
- g. Cadets leaving before Commencement, . Cadets leaving for Summer Furlough are required to clear their rooms of all personal items when departing. **Rooms are inspected and cleared by TAC Officers beginning Wednesday, April 23 - Tuesday April 29, between the hours of 0800-1600 daily ONLY. Cadets must certify they have completed ALL academic requirements.**
- h. Graduating Cadets. Must have their rooms cleared by a TAC NLT 0800 Friday 2 May. All Graduating cadets **MUST** be signed out NLT 1800.
- i. Cadets on detail through Commencement. All C1 Cadets and identified C2 and C3 Cadets must depart the barracks between 0530-0730 Sat 3 May.

2. LOADING VEHICLES FOR DEPARTURE.

- a. In addition to the Main Sallyport, the OGs may open the North and South Sallyports of Murray Barracks, the South Sallyport of Stevens Barracks, the North

and South Sallyports of PT Barracks, the South Sallyport of Law Barracks, and the West Sallyport of Watts Barracks for vehicle loading purposes during the periods of 1630-1830, Friday, May 2, and 0500-0730, Saturday, May 3. Guards will be posted on any open gates at all times.

b. Cadets will show consideration for each other by not blocking the Sallyports and parking areas by illegal parking. No cadet cars will be loaded on the quadrangle or battalion pads. Cars illegally parked will be ticketed.

APPENDIX 1 (Furlough Room and Barracks Standards) to **ANNEX C** (Summer Furlough Room and Barracks Closing Procedures) to **OPORD 131-3**

Furlough Room and Barracks Standards

1. All personal gear will be out of the room.
2. All furniture will be moved away from the wall (at least 6 inches).
3. All furniture will be dusted thoroughly (this includes tops and backs).
4. All windowsills, wall ledges, top of the mirror cabinets, etc., will be thoroughly dusted.
5. The cabinet beneath the sinks will be cleaned (nothing will be left inside).
6. Mirrors will be spotless.
7. Trashcans will be cleaned and empty.
8. Windows and transoms will be closed.
9. Floors will be swept clean of all trash/lint.
10. All radiators will be turned off. [Stevens Barracks]
11. All doors will be closed.
12. All lights will be turned off.
13. All trash will be picked up from the areas around the barracks.
14. Quads will be swept clean.
15. Dehumidifiers cleaned and emptied [PT and Law Barracks only]
16. Remove all paper from the medicine cabinet, area under sink, drawers of half-press, and desk.
17. Remove all name stickers from medicine cabinet, chairs, desk shelf, half-press, full-press, rack frames, and the room orderly location.
18. These standards apply to ALL room clearance procedures.

APPENDIX 2 (Barracks Clean-up Detail) to **ANNEX C** (Summer Furlough Room and Barracks Closing Procedures) to **OPORD 141-3**

Barracks Clean-up Detail

1. These details are organized by home company.
2. Rising First Sergeants are responsible for each Company detail unit.
3. Freshmen cadets not in-home companies are dispatched Friday, May 2, at 1830 to their home company areas for final barracks clean-up. Once completed the detail returns to their assigned barracks for individual room inspections and final barracks clearance.
4. The cadets on the following detail roster will report Saturday, 3 May, at 0500 hrs. to their respective rising First Sergeants or his/her designated representative for Company/Battalion clean-up detail. **UNIFORM:** PT.
5. Rising First Sergeants are responsible for each Company detail unit. Make sure face to face contact is made with each person on the detail roster attached.
6. Cadet-In-Charge is **each respective Battalion Sergeant Major and each Company First Sergeant**, SY 2024-25.

1st Battalion Company/Battalion Clean-Up CIC:

1st Battalion Company/Battalion Clean-Up **CIC: Rising SGM**

NAME	CO	CWID	NAME	CO	CWID
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		

2nd Battalion Company/Battalion Clean-Up – CIC: Rising SGM

NAME	CO	CWID	NAME	CO	CWID
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		
CIC 15 Bodies Name company			CIC – 15 Bodies Name company		

CIC: 3rd Battalion Company/Battalion Clean-Up – CIC: **Rising SGM**

CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company

4th Battalion Company/Battalion Clean-Up – CIC: **Rising SGM**

CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company

5th Battalion Company/Battalion Clean-Up – CIC: **Rising SGM**

CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company
CIC 15 Bodies Name company	CIC – 15 Bodies Name company

ANNEX D to OPORD 141-3

Luggage Pickup and Turn-in

The Citadel offers this as a convenience to the Corps of Cadets and is not responsible for loss, damage or theft of items left in the Warehouse. All normal precautions will be taken to protect stored property.

1. **What may be stored:** not more than 4 items total
 - a. Two standard packing boxes.
 - b. One footlocker/trunk.
 - c. One suitcase - locked.
 - d. Storage bins up to a size 24" x 15" x 20" or smaller.
 - e. The warehouse manager must approve any out-sized items.
 - f. All containers **MUST HAVE** lids that can be secured.
 - g. No loose personal items will be accepted to include laundry bags, backpacks, rucksacks, or duffel bags. Those items must be stowed in a closed container.

2. **Preparation for Storage.**
 - a. All luggage will be tagged with full name and company.
 - b. Cadets must present their One Card Citadel ID to the warehouse manager who will examine the items to be stored, approve or disapprove, then enter them into the storage inventory. Identification bar coded tags are printed and fixed to each item. Cadets will receive a receipt reflecting all items stored.
 - c. Cadets will carry their own luggage to the Warehouse and will tag and store their luggage as noted above.

3. **Items not stored in the Warehouse.** Bicycles, surfboards, golf clubs, or laundry bags.

ANNEX E to OPORD 141-3

Uniform Turn-in for Summer Storage

1. **Turn-in Schedule:** noted on the Corps Training Schedule
 - a) Wool overcoat and one pair of high-rise wool trousers: April 1 – April 12
 - b) Field Jackets (no liner): April 15 – April 26
 - c) Dress Blouse: April 18 – April 29
 - d) Full Dress Blouse:
 - 1) 'After Last Exam' Cadets April 23 – 29
 - 2) Essential Cadets May 2 after Long Gray Line Parade - 1800
2. **Procedures.** The Tailor Shop will provide hangers and tickets to be filled out. Blouses will be hung on hangers and given to the Tailor Shop staff.
3. **Services to be performed.**
 - a. Make necessary repairs.
 - b. Clean, mothproof and press garments.
 - c. Store garment until opening of the college in the Fall.
 - d. Sew on appropriate chevrons and class stripes.
4. **First Class Cadet uniforms.** First Class Cadets who wish to donate uniforms should also turn these in during the same time periods. The uniforms should be in very good condition.

ANNEX F to OPORD 141-3

Cadet Details for Commencement Week

Listed below are the names of those cadets detailed to perform the duties at the time and place indicated during Commencement Week. The Cadet-In-Charge of each detail will attend an orientation meeting conducted by the Regimental Adjutant and Regimental Admin Sergeant at

1830, Thursday, 17 April, in Jenkins Auditorium. Ensure each Cadet-In-Charge is an upper-class cadet.

NOTE: Presidential Aides will be used by Executive Events throughout Commencement Week and will report to Mrs. Norris or Mrs. Hassinger as directed in the uniform directed.

- c. **USHERS (COMMENCEMENT EXERCISES):** The following cadets will serve at Commencement Exercises. Cadets will report to in the McAlister Filed House at hrs. Thursday, 1 May, for orientation and instructions. **UNIFORM:** Dress whites as for Chapel w/waist plate and white gloves. (Do not bring a cover). Complete detail will report to McAlister Field House at 0700, Saturday, 3 May.

NAME **CO** _____

NAME **CO** _____

CIC 28 Bodies Name company

- d. **MARSHALS - FACULTY PROCESSION:** The following cadets will serve as Marshals for the Faculty Procession at Commencement Exercises. **ALL RISING COMMANDERS**

report to COL Joel Berlinghieri, at McAlister Field House at 0800 hrs. Thursday, 1 May, for briefing; and in the Lobby of McAlister Field House, 0730 hrs. Saturday, 3 May, for the actual detail. **UNIFORM:** Full Dress Salt and Pepper, with Shako, sword and sash. (Detail is made up of Rising Commanders)

NAME **CO**

CIC 4 Bodies Name company

- e. **DEAS HALL GUARD:** The following cadets will serve as Deas Hall Guards to secure the equipment of Seniors who change prior to Commencement. The detail needs to report to SFC Greene in Deas Hall at 0645 hours, 3 May. **UNIFORM:** Summer Leave

NAME **CO**

CIC 8 Bodies Name company

- f. **GOLF CART DRIVERS (COMMENCEMENT EXERCISES)**: The following cadets will serve at Drivers for the Commencement Exercises. Cadets will report to the McAlister Field House at hrs. Thursday, 1 May, for orientation and instructions. **UNIFORM:** Dress whites as for Chapel w/waist plate and white gloves. (Do not bring a cover). Complete detail will report to McAlister Field House at 0700, Saturday, 3 May.

NAME **CO** _____

NAME **CO** _____

CIC 14 Bodies Name Company

- e. **STANDBY DETAIL**: The following cadets will serve as Standby Detail for any missing personal. **UNIFORM:** Dress whites as for Chapel w/waist plate and white gloves. (Do not bring a cover). Complete detail will report to Jenkins at 0600, Saturday, 3 May.

NAME **CO**

CIC 4 Bodies Name Company