

THE  
**LeMoyne-Owen**  
 COLLEGE

LEADERSHIP. OPPORTUNITY. CHANGE.

<b>SUBJECT:</b>  <b>Consortium Enrollment, Reserve Officer Training Corp (ROTC)</b>	<b>Effective Date:</b>  July 1, 2011	<b>Policy Number:</b>  01-1-005
	<b>Supersedes:</b>  Policy:  Date:	<b>Page 1 Of 2</b>
	<b>Responsible Authority:</b>  Registrar	

**I. Purpose and statement of operational policy underlying the procedure.**

LeMoyne-Owen full time students may register for ROTC at the University of Memphis with the approval of their academic advisor and a letter from the College’s Registrar.


**II. Applicability/Scope**

**Reserve Officer Training Corp** Reserve Officer Training Corp (ROTC) Scholarships are available to students who participate in either the United States Air Force, Army or Navy “Crosstown” programs based at the University of Memphis. Students admitted to these programs are committed to a period of service after graduation and compete for scholarships meeting most of the costs of their education.

**III. Process for Implementing Procedure**

<b>Responsibility</b>	<b>Action</b>	<b>Timeline</b>
Student/Advisor	Determine need and availability of ROTC Program at the University of Memphis Complete Form; <i>Application to Take Courses at Another College/University</i> , with the justification being Consortium.	At anytime during Early Registration and/or the regular registration period
Registrar	Course put on LOC schedule	During any open registration period –see College calendar
Student	Register at LOC	During any open registration period –see College calendar
Student	Take Copy of schedule, Official Transcript, and Letter of Good Standing to host institution.	During any open registration period –see College calendar
Student	After completion of course work have official transcript sent back to LOC	Anytime after course grade is entered
Registrar	Post course and grade to LOC transcript	Upon receipt of official transcript

**IV. Related policies/References for more information**

Authorizing Official:		Authorization Date: <u>  OCT 06 2011  </u>
Title: <u>Vice President/Chief Academic Officer</u>		