



DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND
FORT MONROE, VIRGINIA 23651-5000

REPLY TO
ATTENTION OF

ATCC-JR

7 April 2009

MEMORANDUM FOR All JROTC Certified Instructors

Subject: Educational Requirements for Army JROTC Instructors

This memorandum supersedes memorandum dated 30 January 09;
Subject: Educational Requirement.

1. References:

a. Cadet Command Regulation (CCR) 145-2, U.S. Army JROTC, dtd 9 August 2004.

b. National Defense Authorization Act (NDAA) 2007, Section 539; Subject: JROTC Instructor Qualifications

c. Office of the Undersecretary of Defense Memorandum dtd 15 June 2007; Subject: Junior ROTC Instructor Certification

d. U.S. Army Cadet Command (USACC) Memorandum, dtd 30 January 2009; Subject: Educational Requirement.

2. Background. In 2004, as a result of the "No Child Left Behind Act of 2001" and the ever increasing teacher qualifications in the public high school setting, Army JROTC took the initiative to increase the level of education within our instructor ranks. US Army Cadet Command Reg 145-2, dtd 9 Aug 2004 increased the educational requirements for Army JROTC Instructors. The timeline established by CC Reg 145-2 (Aug 04) was five years from the date of the regulation or five years from the date of employment (whichever is later). December 2009 is the deadline to meet the educational requirements for those instructors employed before August 2004. Instructors employed after August 2004 will have five years from the date of their employment to comply with the educational requirements identified in CC 145-2.

A subsequent memorandum from the Office of the Under Secretary of Defense, dated 15 June 2007, standardized requirements for all services; but does not supersede or negate the Army's timeline for JROTC Instructor Educational Requirements.

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3. Therefore, in accordance with the CC Regulation 145-2, all JROTC instructors will have a degree from an accredited college or university that is recognized by the Department of Education by 31 December 2009 or within five years of the date originally hired as a JROTC instructor (whichever is later).

a. All Senior Army Instructors (SAI) hired into that position before August 2004 shall have, as a minimum, a Baccalaureate Degree from an accredited college or university not later than December 31, 2009. SAIs who do not have a Baccalaureate Degree, but have greater than 60 credit hours toward a Baccalaureate degree; attainable within a reasonable and designated time, will retain their position as SAIs as long as they are satisfactorily progressing toward that goal. SAIs who do not meet their educational goal will be placed on probation in January 2010 and subsequently removed from their SAI position at the end of the 2009-2010 school year. They may apply for an AI position if they meet the Associates Degree requirements, but will be hired at the discretion of the school.

b. All Army Instructors (AI) hired before August 2004 shall have, as a minimum, an Associates Degree or greater not later than December 31, 2009. Greater is defined as 60 credit hours plus matriculation with an accredited college or university, a plan to complete a baccalaureate degree with that institution, and a projected graduation date within a reasonable time.

c. Instructors who do not have a degree and elect not to enroll in the required degree producing program will be placed on probation immediately. Their probation letter will identify their educational goals and the deadline to achieve those goals. The probation letter will also identify the date when decertification proceedings will begin due to failure to meet Cadet Command standards.

d. All instructors originally hired after 2004 must have, as a minimum, either a Baccalaureate Degree (SAI) or Associates Degree (AI) or greater within five years of employment by December 31 of the corresponding year (e.g. instructors hired for the first time in 2005 have until December 31 2010 to complete the requirement).

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4. Degree verification

a. All instructors must verify their educational status in JROTC Command Information Management System (JCIMS) not later than 30 April 2009.

b. Area Coordinators will ensure all JROTC instructors educational status is updated in JCIMS and report any discrepancies and/or corrections to assigned Human Resources Assistants, Instructor Management Division, Fort Monroe, Virginia.

5. Hard to fill areas. Brigades will work with individuals to establish a plan requiring reasonable progress toward a degree completion goal while they search for a qualified replacement.

6. Decertification. Instructors who fail to achieve the necessary educational qualifications and are removed from their positions will be decertified and subsequently not eligible for rehire as a JROTC instructor until they attain a Baccalaureate or Associates Degree. Those instructors will not be given the 5-year educational window given to first-time hires.

7. For further assistance, please contact Mr. Louis Jordan, Chief, Instructor Management Division at 757-788-3435 or louis.jordan@usacc.army.mil.


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