

2019-20

# Quick Start Guide

for New Cadets



CORPS OF CADETS  
VIRGINIA TECH.



# Congratulations

on your offer of admission to Virginia Tech and the Virginia Tech Corps of Cadets! You will move in on Aug. 17, 2019.

This guide will take you through the next steps to become a cadet.

If you checked “Yes” to “Do you wish to enroll in the Corps?” on your application, you will be enrolled in the Corps of Cadets if you accept your offer of admission.



## Still not sure? Visit us on campus.

Details, dates, and registration for all events are at [vtcc.vt.edu/join/visit-campus.html](http://vtcc.vt.edu/join/visit-campus.html).

### ► Spend the Night

The Spend the Night program is an overnight, first-hand experience of cadet life that includes an information session for family members. Dates are Feb. 21, Feb. 25, March 21, March 25, April 15, April 18, April 22, and April 25.

### ► Attend Hokie Focus

This open house for admitted students is April 6 and 7. Hear from your college or department of choice, tour campus, learn about campus resources, and talk with Corps of Cadets representatives. Registration will open during the spring semester at [vt.edu/admissions/undergraduate/visit/hokiefocus.html](http://vt.edu/admissions/undergraduate/visit/hokiefocus.html). You'll need the identification number included with your admission offer letter.

### ► Sign up for a Corps/ROTC Information Session

This hour-long session is offered at 9:45 a.m. Monday through Friday. It includes general information about the Corps, the Citizen-Leader Track, and life as a cadet, and you can arrange to meet with your ROTC of choice.

## Already sure? Here's what you do next:

- Create your PID.
- File your FAFSA.
- Learn about the FERPA disclosure.
- Get familiar with Hokie SPA.
- Complete your housing and dining contracts.
- Sign up for orientation.
- Submit required university and Corps paperwork.
- Bookmark Corps and ROTC resources.

# Create your PID

Create your Virginia Tech PID at [pidgen.vt.edu](http://pidgen.vt.edu). Your university email will be YourPID@vt.edu, so choose wisely. (Allow 24 hours before you complete the remainder of this checklist.)

Enroll in the university's 2-Factor Authentication with Duo. Go to [tech.it.vt.edu/2factor](http://tech.it.vt.edu/2factor) and click "Enroll Now." Then download the Duo Mobile app on your smartphone and enroll the device. Instructions are at [4help.vt.edu](http://4help.vt.edu).

Access and read your Virginia Tech email every day. Instructions are available through [4help.vt.edu](http://4help.vt.edu).

Note: Always email university officials from your university account using proper etiquette, including a greeting and your full name in the signature line.

Add your university email to the phone you will bring to orientation. Instructions are at [4help.vt.edu](http://4help.vt.edu).

## FAFSA and scholarships

Be sure to file your Free Application for Federal Student Aid (FAFSA) at [fafsa.ed.gov](http://fafsa.ed.gov). The Virginia Tech School Code is 003754.

The FAFSA 2019-20 priority deadline is Jan. 22 to have the best opportunity to receive financial aid. However, you can still apply for financial aid until spring semester 2020.

Stay up to date through the Hokie Financial Focus at [finaid.vt.edu/hokie-financial-focus.html](http://finaid.vt.edu/hokie-financial-focus.html).

### ► Emerging Leader Scholarships

The Corps' Emerging Leader Scholarship (ELS) is a merit-based scholarship awarded exclusively to incoming cadets. There is no application to fill out.

All incoming cadets are considered, and at least 200 receive an ELS each year. To be eligible, you must have your FAFSA filed. The Expected Family Contribution is not used to determine who receives an ELS.

The scholarship is awarded in laddered amounts that increase each year. In-state cadets receive \$8,000 over four years, and out-of-state cadets receive \$12,000 over four years.

Recipients will be notified by mail by April 15. The ELS will post to your Virginia Tech Financial Aid account by Aug. 17. For each year's amount to be applied to your tuition account, you must have filed the FAFSA and maintained good academic and behavioral standing within the Corps and the university.

### ► Other merit scholarships

Many merit scholarships have deadlines in December and January. Apply by completing the General Scholarship application through Scholarship Central. To find scholarships for cadets in particular, go to [vt.academicworks.com](http://vt.academicworks.com) and search "Corps."



# Learn about the FERPA disclosure

The Family Educational Rights and Privacy Act of 1974 guarantee individuals' rights to the access of their academic record. Read the disclosure at [registrar.vt.edu/contact/FERPA.html](http://registrar.vt.edu/contact/FERPA.html).

## Get familiar with Hokie SPA

1. Go to Virginia Tech's homepage at [vt.edu](http://vt.edu). Find "Hokie SPA" in the navigation under "Resources for..." Choose "Current Students," then choose "HokieSPA" under "Tools."
2. Log in with your PID and password.
3. From the list, choose "Hokie SPA," then "Information for New Students."

Here, you will sign your housing contract online, register for orientation, and submit your university medical documents, including your Corps medical form.

While in Hokie SPA, you should:

- ▶ Update and then confirm your emergency contact address
- ▶ Sign up for VT Alerts
- ▶ Read and confirm the Self-Disclosure of Arrest/Conviction
- ▶ Read and confirm the Student Financial Responsibility

## Complete your housing and dining contracts

All cadets are required to live on campus and will be assigned to Pearson Hall or New Cadet Hall, and both are on Upper Quad.

Contracts should be completed by May 1. The final deadline is June 1.

Find instructions at [housing.vt.edu/contracts/apply/first\\_year\\_students.html](http://housing.vt.edu/contracts/apply/first_year_students.html).

The Corps will make your room assignment once orientation ends for all cadets. Roommate requests are not accepted for first-year cadets. You will be assigned roommates at random.



# Sign up for orientation

This is your best opportunity to prepare for your first year as a Hokie. You will schedule classes with your academic advisor, complete any missing Corps and ROTC paperwork, be fitted for your uniforms, and receive your boots and dress shoes.

► **First-year students** attend two-day sessions in July and early August. The sessions available to you will be based on when your department is offering academic advising for your major. You will see the sessions available to you in Hokie SPA. Choose “Information for New Students,” then “New Student Orientation.”

To enroll, go [hokiespa.vt.edu](http://hokiespa.vt.edu) and click “Information for New Students,” then “New Student Orientation,” and then “Sign up for Orientation.”

We recommend enrolling in an early session so you can get the classes you want. You will need to be at orientation by 7:30 a.m. on Day One and leave after 5 p.m. on Day Two.

Corps events during New Student Orientation will include the following:

Day One: Commandant’s Welcome

Day Two: Uniform fittings in the Military Building (BLDG 203), ROTC briefs, and the Highty-Tighty meeting



► **Transfer students** will select a one-day session on Fridays in July and early August. The dates available will be based on your major. In Hokie SPA, choose “Information for New Students,” then “New Student Orientation.” Your Corps events will all happen on Day One.

► **International students:** A domestic student arriving from abroad or an international student requiring a visa to attend Virginia Tech do not attend New Student Orientation. Instead, you will attend certain portions of International Student Orientation during New Cadet Week. Contact the Corps of Cadets Recruiting Office for more information.

## **All first-year cadets should strive to attend New Student Orientation.**

If you are unable to attend one of those dates, your academic department will arrange for you to attend a make-up orientation session. However, you will miss valuable training during New Cadet Week if you have to attend the make-up orientation session, and your course choices will be limited. We highly encourage you to attend a New Student Orientation session.

Additionally, all cadets may participate in Summer Academy, the College of Science’s Summer Bridge Program, and the College of Engineering’s STEP Program, to list but a few. These programs are not required but can help you transition from high school to college.

The Corps will discuss with you how you will be fitted for uniforms and complete your final exams when you arrive on campus for these programs.

# Required paperwork

## Immunization History

Every Virginia Tech student must meet state immunization requirements. Forms and instructions are available online at [healthcenter.vt.edu/new\\_student/required\\_immunizations.html](https://healthcenter.vt.edu/new_student/required_immunizations.html).

## New Cadet Paperwork

All New Cadet Paperwork is due June 12, including your medical physical.

If you will be younger than 18 on Aug. 17, your parent or guardian must sign. A DODMERB Qualification Letter is only acceptable as a replacement for your Corps medical physical if you are already qualified by June 12. Otherwise, you must complete the Corps medical physical.

Do not email your medical paperwork to anyone. You will upload it to Schiffert Health Center's website.

You must complete all three steps.

### Step 1: Corps paperwork

Log into Canvas to download the following forms:

- ▶ Form I: Board of Visitors' Cadet Participation Policy and Information Sharing Waiver
- ▶ Form II: Medical Authorization Form
- ▶ Form III: Waiver of Liability
- ▶ Form IV: Media Release
- ▶ Form V: Carilion Liability Waiver
- ▶ Band only: Highty-Tighties Stipend Form

Scan and upload your completed forms as an assignment in Canvas to "VTCC2023/ROTC Paperwork – Fall 2019."

### Step 2: Corps medical paperwork

Download the Corps medical form from Schiffert Health Center at [healthcenter.vt.edu/content/dam/healthcenter\\_vt\\_edu/assets/docs/cadetmed.pdf](https://healthcenter.vt.edu/content/dam/healthcenter_vt_edu/assets/docs/cadetmed.pdf).

Make an appointment for a "sports" physical with your doctor.

Fill out the medical history portion, and take all three pages to your appointment. Your doctor will need to sign both the medical history portion and the medical examination portion of the physical.

Scan or take a picture and combine all three pages as one document. It can be a PDF or JPG. Upload the form to Schiffert Health Center.

1. Log into the portal at [osh.healthcenter.vt.edu](https://osh.healthcenter.vt.edu) with your PID and password using 2-Factor Authentication.
2. Click "Upload." (NOT Forms!)

## How to use Canvas

1. Go online to the university's Canvas site. Start at [vt.edu](https://vt.edu) and from the "Resources for..." "Current Students" choose "Canvas" under Tools.
2. Log in with your PID and password using [2-Factor Authentication](#).
3. Choose "courses" from the left column.
4. Then choose "VTCC2023/ROTC Paperwork - Fall 2019."

3. From the drop-down menu, choose “Corps of Cadets Medical Form.”

4. Upload the file from your computer. Be sure it includes both the medical history (two pages) and the physical.

If you are DODMERB qualified, you can upload a copy of the qualification letter instead of the Corps medical history and physical forms.

Cadets enrolling in ROTC programs may need to provide them with medical forms separately.

### **Step 3: Complete the online survey**

The online New Student Profile Survey is available on the Canvas course page.



## Bookmark Corps and ROTC resources

1. Bookmark the Corps of Cadets resources page (so you can find the New Cadet Guide on June 1) at [vtcc.vt.edu/resources1.html](https://vtcc.vt.edu/resources1.html).

2. Bookmark your ROTC homepage (Citizen-Leader Track cadets get a bye on this one)

▶ Army ROTC: [liberalarts.vt.edu/rotc/army.html](https://liberalarts.vt.edu/rotc/army.html)

▶ Air Force ROTC: [af.vt.edu](https://af.vt.edu)

▶ Naval ROTC: [liberalarts.vt.edu/rotc/navy.html](https://liberalarts.vt.edu/rotc/navy.html)

3. Join the Facebook group for your Corps class. This is your primary way to get Corps information and ask questions before New Cadet Week.

▶ New cadets: [facebook.com/groups/VTCC2023](https://facebook.com/groups/VTCC2023)

▶ Family of new cadets: [facebook.com/groups/VTCC2023Family](https://facebook.com/groups/VTCC2023Family)

# Military-Leader and Citizen-Leader tracks

You will choose your track as an assignment in Canvas and enroll during orientation.

## ► Military-Leader Track

Students interested in seeking a military commission through ROTC enroll in the Military-Leader Track. We offer Army, Air Force, and Naval (plus Marine option) ROTC programs. You do not have to have the scholarship to join.

## ► Citizen-Leader Track

Students interested in the Corps' military lifestyle and leadership training but seeking a career in the public or private sector join the Corps through the Citizen-Leader Track. Your focus will be on developing career skills and business etiquette, interacting with mentors, networking, and developing a healthy lifestyle.

## The Highty-Tighties

Our regimental band is one of the finest marching bands in the country and performs at national events such as the Macy's Thanksgiving Day Parade; the Washington, D.C., Cherry Blossom Festival; and the Savannah St. Patrick's Day Parade.

There is also a jazz band, a pep band, a brass quintet, a string quartet, buglers, and more.

Perspective Highty-Tighties can meet with our band director during orientation. We will have instruments available, but you are welcome to bring your own.

All Highty-Tighties live together as a company in the Corps, and you will earn academic credit for each semester with the band. Our alumni provide a \$1,000 stipend to up to 60 first-year cadets.

For details, see [vtcc.vt.edu/band.html](http://vtcc.vt.edu/band.html) or contact Senior Chief James Bean at 540-231-3296 or [jbean88@vt.edu](mailto:jbean88@vt.edu).



## The Corps on social media



Cadets: [/VTCC2023](https://www.facebook.com/VTCC2023)  
Families: [/VTCC2023Family](https://www.facebook.com/VTCC2023Family)  
Commandant of Cadets: [/CVTCC](https://www.facebook.com/CVTCC)



[@vtcorpsofcadets](https://www.instagram.com/vtcorpsofcadets)  
[@vtgrowley](https://www.instagram.com/vtgrowley)



[@vtcorpsofcadets](https://twitter.com/vtcorpsofcadets)



[Virginia Tech Corps of Cadets](https://www.linkedin.com/company/Virginia Tech Corps of Cadets)



# Major summer and fall dates

Blacksburg is a great town to visit, but it can be challenging to get last-minute hotel reservations during some events on campus.

## ► July 8-Aug. 2: New Student Orientation

Students stay on campus. Parents should reserve a hotel room or a room on campus through New Student and Family Programs.

## ► Aug. 17: New Cadet Check-In

You will choose a half-hour arrival time between 7:30 and 11:30 a.m. Parents may depart at 5:15 p.m.

## ► Aug. 17-23: New Cadet Week

For the new cadet only, this week is designed to help the first-year class get up to speed before the semester begins. Activities build mental and physical strength. Your general schedule will include a 5:45 a.m. wakeup call, daily briefs, drill and manual of arms practice, work on the obstacle course and rappel tower, and an introduction to university life. Most of the week's focus is preparation for the New Cadet Parade on Saturday.

## ► Aug. 24: New Cadet Parade

New cadets will show off what they learned during New Cadet Week through this military parade. Most families will stay in town with their cadet until 6 p.m. Aug. 25. Note: This date is when the rest of the university moves in.



## More information is coming soon.

The New Cadet Guide is a reference for incoming cadets and their families. It offers detailed steps to prepare for New Cadet Week and information about your first year at Virginia Tech. It will be available on the Corps' website in June. Previews and highlights will be available on Facebook even earlier.

## Contacts

### Virginia Tech Corps of Cadets

LTC Rewa Mariger  
[corps@vt.edu](mailto:corps@vt.edu) | 540-231-6858

### Army ROTC

COL Donna Mallet  
[rotc@vt.edu](mailto:rotc@vt.edu) | 540-231-4804

### Air Force ROTC

Lt Col Carrie Cox  
[usaf@vt.edu](mailto:usaf@vt.edu) | 540-231-6404

### Naval ROTC, including Marine Option

LT Allen MacDonald  
[usnavy@vt.edu](mailto:usnavy@vt.edu) | 540-231-7883