

# Enrollment Forms Guide

Completing the JSAC 039-R



# RULES

- FILL OUT PAGES 1 and 2 ONLY
- DOWNLOAD THE FORM AND TYPE YOUR INFORMATION
- USE ALL CAPITAL LETTERS (with one exception)
- IF YOU DO NOT KNOW, LEAVE BLANK

# 1. NAME

A screenshot of a form field for name entry. The field is a horizontal rectangle with a light blue background. The text 'LAST NAME (Last, First, M)' is displayed in a light gray font within the field. The field is divided into three sections by vertical lines, corresponding to the instructions in the list below: LAST, FIRST, and MIDDLE Initial.

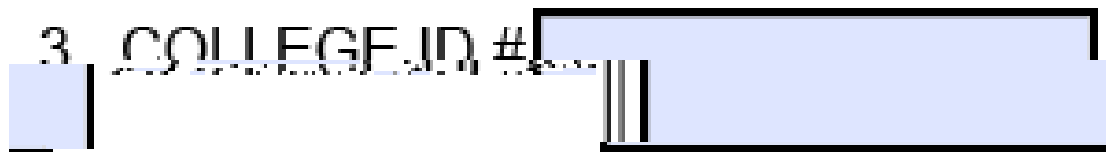
LAST NAME (Last, First, M)

- Enter your LAST name, then FIRST name, then MIDDLE Initial, e.g. SMITH, JOHN J.
- Use lower case letters for prefix portions of family names, e.g. Mc, Mac, de, St., Van, etc
- If you have a suffix (Jr., III), add it to end of last name, e.g. JONES, Jr., CASEY S.

# 2.SSN

- Clearly write your 9 digit Social Security Number WITHOUT including any dashes
- If you are remote, include this ONLY IF your instructor sent you instructions to upload this form to a secure site
- ★ *NEVER send your Social Security Number in an*

# 3. College ID#



- Enter your Penn State ID number
- This is the 9 digit number on your PSU ID card that starts with the number “9”

# 4. eMail Address

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- Insert your eMail address
- Include the “@ .edu”

# 5. Local Address

5. LOCAL ADDRESS

Dorm room & building or off-campus # & st.

## USE PENCIL

- On-Campus: Room number and Building, e.g. 123 Beam
- Off-Campus: Number and Street, e.g. 456 N. Atherton St.



# 5a., 5b, and 5c. Local Address (Continued)

5a. CITY	University Park	5b. STATE	PA	5c. ZIP CODE	16802
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- On-campus:  
5a. University Park  
5b. PA  
5c. 16802
- Off-campus city, state and ZIP code  
e.g. State College / PA / 16801

# 6. Local Phone

6. PHONE

Local / Cell

- Enter your cell phone (preferred) or Idca number where you can be reached.
- If not included, you may miss out on scholarship or other opportunities.
- If you do not wish to be notified by text, write “No text” in PENCIL to the right of block 6.

# 7. Permanent Address

7. PERMANENT ADDRESS

Home: number and street

- Street or RFD number and street name of home address (123 Main ST)

# 7a., 7b, and 7c. Permanent Address (Continued)

7a. CITY  7b. STATE  7c. ZIP CODE

Home (Permanent) address:

- 7a. City
- 7b. State (Two letter postal code)
- 7c. ZIP code (five digit)

# 8. Home Phone

8. PHONE

- Enter the phone number for your home of record (permanent address)
- If you no longer have a house phone, use the number of a spouse, parent or guardian.

# 9. DOB: Date of Birth

9. DOB

- use DDMMYY format, e.g. 25AUG04, 01APR04
- For the month, use the first three letters, all capitalized:  
JAN      FEB      MAR      APR  
MAY      JUN      JUL      AUG  
SEP      OCT      NOV      DEC
- Do NOT use any slashes “/”

# 10. POB Place of Birth

10. POB

- Enter the City and State of the place where you were born.  
e.g., Pittsburgh, PA  
Leesburg, VA
- If born outside the United States, enter the city and country where you were born.  
e.g. Frankfurt, Germany

# 11. Religious Preference

11. RELIGIOUS PEF

- Enter your religious preference (partial list below):

Assemblies of God



# 12. Blood Type



# 13. ACT

13. ACT

- If you took the ACT, enter the character ACT COMPOSITE score (this is the composite score for all 4 areas); i.e., 24, 32, etc.

# 14. SAT



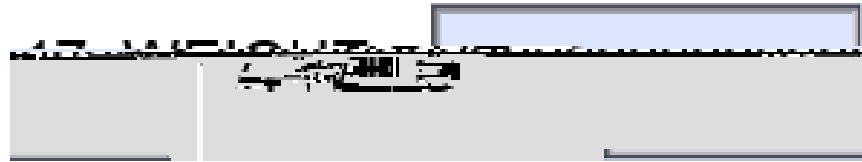
# 15. SEX

15. SEX

- Enter:  
M for Male  
F for Female



# 17. Weight



- Enter your weight in pounds.



# 19. Dependents

- Enter “Yes” if you have a spouse, children, or others who depend on you for life support.
-



# 19a. Number of Dependents

- If you have a spouse, children, and/or others who depend on you for life support, enter the

# 20. RACE/ETHNICITY

- Use an “X” to check the appropriate block:
  - African American
  - American Indian
  - Asian
  - Caucasian
  - Hispanic
  - Other
- If you check “Other,” then write in your ethnicity where it says “Explain.”

# 21. CITIZENSHIP

This section requires you to check TWO boxes:

- Use an “X” to check U.S. Citizen or Non U.S. Citizen.
- If U.S. Citizen, then check either U.S. Born, Naturalized, Born Overseas With U.S. Parents, or Dual Citizenship.
- If you are a Non U.S. Citizen, then check either Immigrant Alien, Nonimmigrant Alien, or Refugee
- Notify your instructor if you are a Non U.S. Citizen.

22. Do you have any condition that could interfere with you participating in a normal college physical education course?

22a. If "yes" explain

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22. Enter "Yes" or "No" as appropriate.

22a. Explain a "Yes" answer.

23. Have you ever received Medical Disability payments from any source?

23a. If "yes" explain

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22. Enter "Yes" or "No" as appropriate.

22a. Explain a "Yes" answer.

## 24. Next of Kin

- Enter Nearest Living Relative's Last Name, First Name, Middle Initial and Relationship; i.e., Jones, Pamela D. Mother
- If married, use spouse's information.
- If not married, use a parent or guardian.
- If no living parent or guardian, use an adult

# 24a. Address of Next of Kin

# 24b. Phone of Next of Kin



- 24a: Enter the Next of Kin's Address; include street, city, state and ZIP code; i.e.,  
Anyplace Street, Anytown, NY 12345
- 24b: Enter the Next of Kin's phone number; include the area code and do not include any special characters. If overseas, include country code; i.e., 7571234567, 01162212345689. etc

# 25. ROTC Host School

## 25a. FICE Code

- 25. ROTC Host School:  
“The Pennsylvania State University”
- 25a. FICE Code: “003329”



# 26. School of Attendance

## 26a. FICE Code

If attending University Park campus:

- 26. School of Attendance:  
“The Pennsylvania State University”
- 26a. FICE Code: “003329”

If attending Altoona campus:

- 26. School of Attendance:  
“Pennsylvania State Altoona”
- 26a. FICE Code: “003331”

# 27. RESIDENCY STATUS

27. RESIDENCY STATUS

- Enter an “R” if you are resident of Pennsylvania
- Enter an “N” if you are not a resident of Pennsylvania

\*Enter “R” if you paying Penn State at the ~~state~~ in-state tuition rate due to special circumstances

# 28. ACADEMIC CLASS



- Enter one of the following:
  - FR- Freshman
  - SO- Sophomore
  - JR- Junior
  - SR- Senior
  - GR- Graduate

# 29. PROJECTED GRADUATION DATE

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If graduating in 2023:

- Most non-engineering majors, enter:  
6 MAY 23
- Engineering majors, enter:  
16 DEC 23

If graduating in 2024:

- Most non-engineering majors, enter:  
4 MAY 24
- Engineering majors, enter:  
21 DEC 24

# 30. ACADEMIC MAJOR

30. ACADEMIC MAJOR

- Enter your projected major of study.

[Penn State Majors Undergraduate Admissions \(psu.edu\)](http://psu.edu)

# 31. ACADEMIC MINOR

31. ACADEMIC MINOR

- Enter your projected minor of study, if applicable.

# 32. CREDITS TOWARD DEGREE

32. CREDITS TOWARD DEGREE

- Enter the number of credits that Penn State will count toward completion of your desired degree.
- NOTE: Not all completed classes, transfer classes, or AP credits necessarily count toward degree completion.

# 33. CREDITS REQUIRED FOR DEGREE

33. CREDITS REQUIRED FOR DEGREE

- Enter the number of credits that you must complete to earn your desired degree.



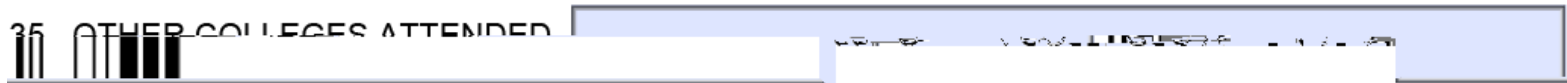
# 34. CGPA (COLLEGE)

34. CGPA (COLLEGE)

- Enter your college GPA.
- If this is your first semester, leave blank.

# 35. OTHER COLLEGES ATTENDED

## 35a. YEAR(S) ATTENDED



35. OTHER COLLEGES ATTENDED

- Enter the name of any other college or university that you attended as a fulltime student.



35a. YEAR(S) ATTENDED

- Enter the number of years you attended the other college or university.

# 36. HIGH SCHOOL ATTENDED

## 36a. GRADUATION DATE

- Name, city, state and ZIP code of the High

# 37. ROTC SCHOLARSHIP RECIPIENT

37. ROTC SCHOLARSHIP RECIPIENT

- If scholarship recipient, enter “Yes”.
- If not, enter “No”.

37a:

- If scholarship recipient, enter “4 year” or “3 AD”
- If not, Leave 37a blank.

# 38. OTHER SCHOLARSHIPS

38. OTHER SCHOLARSHIPS



- Note any scholarships other than any from ROTC (name only).

# 39. JROTC EXPERIENCE

39. JROTC EXPERIENCE



- Enter which branch of JROTC the student participated in, Army, Navy, Air Forces, Marines, and the number of years spent in JROTC, e.g., Army 4 years, Navy 3 years, etc.

# PART I CURRENT OR PRIOR MILITARY SERVICE (TO INCLUDE OFFICER PRODUCING PROGRAM

- If you never enlisted in any branch of the military, check the box “NOT APPLICABLE” (Go to PART IV).
- If you never attended a military academy or OCS, check the box “NOT APPLICABLE” (Go

# 42. RELEASE OF INFORMATION

- Read the statement and initial in the block





# 44. SUBSTANCE ABUSE

- Read the statements and initial the appropriate block for your situation.
- If you initialed the second or third block, complete the “When” and “How often” boxes.

**NOTE:** Any future drug use will be grounds for disenrollment from the ROTC Program.

# 45. RELIGIOUS ACCOMMODATION

- Read the statement and initial in the block

# 46. CONSCIENTIOUS OBJECTION

- Read the statement and initial the appropriate block for your situation.

"All information given on this form is correct to the best of my knowledge."

- Sign the SIGNATURE OF CADET block in ink
- By signing this block, you are certifying that the information on pages 1 and 2 are true.

# 47. LOYALTY OATH

- Read the oath.
- If you are a scholarship winner, you must agree to the oath and sign and date the form.
- If you are not currently a scholarship winner, you may agree to the oath and sign now or wait until you are offered a contract (scholarship or non-scholarship) later.

# PAGES-6

- FILL OUT PAGES 1 AND 2 ONLY
- DO NOT MAKE ANY ENTRIES BEYOND PAGE 2