Initial Counseling – Student Athlete

JOB DESCRIPTION

CHAIN OF COMMAND – As a Student Athlete, you are responsible to two Chains of Command: Hotel Company and your respective team/coaches. They both require you to attend various training but the goal is to not have the schedules oppose each other, but instead sync to enable maximum growth for your leadership and personal development.

In Hotel Company, unless you are a rank holder, your immediate supervisor will be your Squad Sergeant, followed then by your Platoon Sergeant and Platoon Leader. It is imperative that you communicate with them regarding company training, changes to your orders, and any Corps or academic related issues that you may need assistance with.

EXPECTATIONS –

ACCOUNTABILITY
Due to the humidity, posting your team orders outside your door is a fruitless effort. Instead, ensure that both your Squad Sergeant and Company Commander have copies of your special orders. It is especially important that if you are placed on additional orders (Saturday overnight, recruiting orders, team dinner, republican Society, Fellowship of Cadet Athletes lunches, etc.), you will provide a copy of your orders to your Squad Sergeant. Failure to do this will result in NEGLECT OF MILITARY DUTY. It is not their responsibility to check every special order for each of their squad members. It is your responsibility to inform them of your location.

ACADEMICS
The Athletic Department ensures that you are provided with study halls that foster a learning environment. If you are in need of different services (ex: tutors, learning center assistance, test proctors, etc.), we expect this need to be communicated to us prior to it affecting your grades. Your academic officer is here to assist you in reaching your academic goals, but they must be communicated in order to be fulfilled. There are other cadets in the company with your majors, and we can pair you up with either an upperclassmen tutor/guide or another freshmen who can act as a study team. Academics should be your priority.

FORMATIONS AND REQUIRED EVENTS
You will make all required events (meetings, training, and formations, etc.) unless excused by special orders. Any deviations from your special orders should be communicated with your chain of command prior to missing an event or formation. If you are accidentally placed on guard, weekend duty, or special duties that contradict your team orders, it is incumbent upon you to let your chain of command know immediately so that they can find a replacement in time. If you do not inform them within 48 hours of the duty, it is your responsibility to find a replacement. ***A change from past years: Leadership classes on Tuesdays and Thursdays are mandatory. If the company has parade practice on Thursday, this in not mandatory. ***

APPEARANCE
You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets and teammates. This means maintain a proper haircut, ensure your brass is not tarnished, wear serviceable shoes, and maintain a clean uniform. Remember, wherever you go, you represent Hotel Company.

PHYSICAL FITNESS
While on orders, you are not required to take the CPFT. However, your respective team / position require that you maintain a certain level of physical fitness. While on “off-season orders”, you will be required to take the CPFT. It is imperative that you maintain your physical fitness. If the specific position within your sport needs an exception to policy, Coach Boucher will approve of and conduct an alternative event. Please inform your chain of command ahead of time so that they are also tracking the alternate event.
ROOM STANDARDS
Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). Ensure your NCOs are pre-inspecting their cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

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Page 2 of 14
**Initial Counseling – Platoon Sergeant**

**JOB DESCRIPTION**

CHAIN OF COMMAND – As Platoon Sergeant, you fall directly under the First Sergeant and Platoon Leader for reporting or chain of command purposes. For training purposes and company level issues, defer to the Company First Sergeant. For platoon specific issues, defer to your Platoon Leader. It is imperative that you communicate effectively with both and keep both apprised of company and platoon issues/information. You are the primary link between “the line” and the “headquarters”.

You are responsible for personnel accountability of the platoon, and will direct and supervise the activities of the platoon’s squad leaders. You will exercise general supervision over assigned cadets and advise and assist the platoon leader in maintaining discipline and standards. Ensure that all cadet NCOs set an appropriate example for subordinate cadets, and either correct or assist NCOs in correcting conduct prejudicial to good order and discipline. Keep the platoon leader informed of all platoon activities and corrective actions taken.

**DUTIES**

a) Accountability, accountability, accountability. Ensure your NCOs are reporting status and location of personnel. As the Platoon Sergeant, you are expected to know the number of personnel in your care, number of personnel on Emergency Leave (not special leave), and number of personnel in the Infirmary; essentially where everyone is at all times other than class times.

b) Ensure your NCOs are properly prepared for upcoming training by reviewing their PT plans, training plans, etc. Assist them in rehearsing.

c) Review training schedule a minimum of two weeks in advance when posted to vet any discrepancies and to prepare for upcoming training. This enables you to brief NCOs on upcoming training as well as anticipate any hiccups that may occur.

d) Ensure discipline is maintained within ranks during formations and parades. This should be enforced through your Squad Sergeants and Squad Corporals through your supervision and guidance, however at times you will also have to make corrections.

e) Understand that you are a first-line supervisor and your primary role is training. Empower your NCOs and Corporals to do the same.

f) Hold Squad Sergeants/Corporals accountable for their squads, and counsel them regarding roles and performance (positive and negative spot reports as necessary). Communicate the Command Team expectations to them weekly.

*** You are the executor of your First Sergeant’s goal, expectations, and orders. When you speak, you are speaking on behalf of the Command Team. ***

**APPEARANCE**

You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company.

**FORMATIONS AND REQUIRED EVENTS**

You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that you send a replacement in your stead or notify your CDR or Supply Sergeant as soon as possible. As the highest ranking junior in Hotel, it is imperative that you set the example. Failure to be on time as with all issues will be dealt with according to the Company policy set forth by the Commander.

**PHYSICAL FITNESS**

I expect you to maintain your physical conditioning. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.
ROOM STANDARDS
If you are inspecting rooms and holding others to a standard, then you must set the standard. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). Ensure your NCOs are pre-inspecting their cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

CCIRs
I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

This document is fluid and amendable. Any changes will be discussed by all parties and resigned if changed.

_____________________________  ____________________________  _____________
Name                             Signature                        Date
Initial Counseling – Executive Officer

JOB DESCRIPTION

CHAIN OF COMMAND – As Executive Officer, you are second in command of Hotel Company. You are responsible to the Commander for all administrative matters in the company, and you will supervise the company staff to ensure strict compliance with administrative requirements. Keep the Commander and staff informed on all matters affecting the company, and supervise the Company Duty Team. BPT assumes command of the company in the absence of the commander.

DUTIES –

a) Assume the role of Commander in the absence of the Company Commander
b) Assist Commander and First Sergeant in long range training preparations.
c) Counsel Hotel Company Staff Officers per rating scheme in writing detailing expectations and their duties. If needed, conduct follow-up counseling for either superior or sub-par performance. Ensure Staff Officers are conducting their duties in accordance with regulations and initial counselings.
d) Create Hotel Guard Schedules and Duty Team Rosters. Ensure all cadets are aware of their duties while on guard or weekend duty. Perform checks to ensure duties are conducted correctly.
e) Additional duties as directed by Company Commander when need arises

APPEARANCE AND PHYSICAL FITNESS

You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.

FORMATIONS AND REQUIRED EVENTS

You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that the XO or Academic Officer are prepared to stand in your place. As the Hotel Commander, it is imperative that you set the example.

ROOM STANDARDS

You are the standard setter. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed and for Saturday Morning Inspections (SMI). Ensure your 1SG is conducting follow-up checks on NCOs the night prior to SMIs and ensure they are uniform and understand the standards.

CCIRs

I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

_________________________________________  ___________________________  ____________
Name                                      Signature                                   Date

Page 5 of 14
Initial Counseling – Platoon Leader

JOB DESCRIPTION

CHAIN OF COMMAND – As Platoon Leader, you are responsible for the health, welfare, academic proficiency, military training, general efficiency, safety discipline and morale of the platoon. Performs other duties as directed by the Company Commander

DUTIES –

a) Ensure your PSG is tracking the academic, physical fitness, and conduct proficiency of all the NCOs in the platoon. He/She is to counsel their NCOs either verbally or written if deficient in any area, but I suggest on routine occasions as well for job performance whether positive or negative.

b) Supervise PSG to ensure he/she is enforcing regulations and maintaining accountability properly

c) Provide mentorship and ensure resources are available to PSG in order to complete their duties.

d) Ensure personnel are using their chains of command whether up or down the chain.

e) Ensure PSG has personal appearance forms readily available for inspections (do not forget to give merits to those deserving in addition to listing deficiencies)

f) Counsel your PSG in order to establish your expectations and also periodically to provide updates on performance.

APPEARANCE

You will maintain the standards outlined in the blue book (fresh creases, shined shoes and brass, haircut within standards, and daily shave). Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company.

FORMATIONS AND REQUIRED EVENTS

You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that you send a replacement in your stead or notify your Platoon Sergeant and XO BEFORE event. As a Company Officer, it is imperative that you set the example. Failure to be on time as with all issues will be dealt with according to the Company policy set forth by the Commander.

PHYSICAL FITNESS

I expect you to maintain your physical conditioning. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in the White Book, but preferably exceeding the minimum standards.

ROOM STANDARDS

If you are inspecting rooms and holding others to a standard, then you must set the standard. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). Ensure your NCOs are pre-inspecting their cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

CONDUCT:

In order to maintain your rank, you must remain “tour free”. Failure to do so will result in immediate dismissal.

CCIRs

I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

_____________________________  _________________  _________________
Name                          Signature                     Date
Initial Counseling – Cadre Platoon Sergeant

JOB DESCRIPTION

CHAIN OF COMMAND – As Platoon Sergeant, you fall directly under the First Sergeant and Platoon Leader for reporting or chain of command purposes. For training purposes and company level issues, defer to the Company First Sergeant. For platoon specific issues, defer to your Platoon Leader. It is imperative that you communicate effectively with both and keep both apprised of company and platoon issues/information. You are the primary link between “the line” and the “headquarters”.

You are responsible for personnel accountability of the platoon, and will direct and supervise the activities of the platoon’s squad leaders. You will exercise general supervision over assigned cadets and advise and assist the platoon leader in maintaining discipline and standards. Ensure that all cadet NCOs set an appropriate example for subordinate cadets, and either correct or assist NCOs in correcting conduct prejudicial to good order and discipline. Keep the platoon leader informed of all platoon activities and corrective actions taken.

DUTIES –

a) Accountability, accountability, accountability. Ensure your NCOs are reporting status and location of personnel. As the Platoon Sergeant, you are expected to know the number of personnel in your care, number of personnel on Emergency Leave (not special leave), and number of personnel in the Infirmary; essentially where everyone is at all times other than class times.

b) Ensure your NCOs are properly prepared for upcoming training by reviewing their PT plans, training plans, etc. Assist them in rehearsing.

c) Review training schedule a minimum of two weeks in advance when posted to vet any discrepancies and to prepare for upcoming training. This enables you to brief NCOs on upcoming training as well as anticipate any hiccups that may occur.

d) Ensure discipline is maintained within ranks during formations and parades. This should be enforced through your Squad Sergeants and Squad Corporals through your supervision and guidance, however at times you will also have to make corrections.

e) Understand that you are a first-line supervisor and your primary role is training. Empower your NCOs and Corporals to do the same.

g) Hold Squad Sergeants/Corporals accountable for their squads, and counsel them regarding roles and performance (positive and negative spot reports as necessary). Communicate the Command Team expectations to them weekly.

*** You are the executor of your First Sergeant’s goal, expectations, and orders. When you speak, you are speaking on behalf of the Command Team. ***

APPEARANCE
You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company.

FORMATIONS AND REQUIRED EVENTS
You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that you send a replacement in your stead or notify your CDR or Supply Sergeant as soon as possible. As the highest ranking junior in Hotel, it is imperative that you set the example. Failure to be on time as with all issues will be dealt with according to the Company policy set forth by the Commander.

PHYSICAL FITNESS
I expect you to maintain your physical conditioning. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.
ROOM STANDARDS
If you are inspecting rooms and holding others to a standard, then you must set the standard. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). Ensure your NCOs are pre-inspecting their cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

OBJECTIVES OF FOURTH CLASS SYSTEM:
- To provide new cadets with an understanding of The Citadel’s core values of Honor, Duty, and Respect.
- To teach new cadets the regulations, customs and traditions of The Citadel.
- To remove wealth and former station as factors in the development of new cadets.
- To instill in new cadets a sense of humility and selfless subordination.
- To develop personal character and create a foundation for honorable and ethical decision-making.
- To instill new cadets with self-discipline.
- To physically challenge new cadets and establish a foundation of understanding the necessity of physical fitness for life.
- To instruct new cadets in time management.
- To prepare new cadets for academic achievement.
- To inculcate class cohesion in support of The Citadel Mission and the development of Principled Leaders.

CCIRs
I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

This document is fluid and amendable. Any changes will be discussed by all parties and resigned if changed.

________________________________________  __________________________  __________
Name                                    Signature                       Date

Page 8 of 14
Initial Counseling – Company Commander

JOB DESCRIPTION

CHAIN OF COMMAND – As Company Commander, you fall directly under the Battalion Commander for reporting or chain of command purposes. You are the head of the company and responsible for the health, morale, welfare, academic proficiency, military training, intramural athletics, administrative efficiency, safety, and discipline of the company personnel. You are also responsible for implementing strict adherence to published college policies and regulations to include but not limited to The Blue Book and White Book. You are the equivalent of “Upper management” in the civilian world. Your job is to ensure you are setting the best command climate / environment in order for your company to thrive while ensuring subordinates (officers and NCOs) are held accountable according to the chain of command and also recommending necessary changes to your superiors when needed.

DUTIES –

a) Communicate, both up and down the chain of command, for daily activities/changes and in preparation for upcoming key events (SMIs, Leadership Day, Furloughs). As a suggestion, hold a training meeting with your First Sergeant and key leaders twice a month to review long range and short range calendars.

b) Ensure all disciplinary actions are completed within 24 hours of receipt. This will be done electronically. Failure for you to complete these ERWs means that the recommendation defers to me.

c) Ensure your officers, First Sergeant, and Supply Sergeant are conducting their duties appropriately and counsel them regarding standards being met or not met.

d) Monitor that proper plans are in place for rotations of duties such as MRIs, leading PT, Duty Teams, etc. and that you are aware of all additional duties that are being assigned to Hotel (traffic detail for example). This does not mean you create schedules, you should ensure they are completed and possible review if necessary.

e) Monitor the company and spot check to make sure that your guidance and accountability is being upheld (i.e. occasional MRI or personnel check during formation – this can also be done through delegation to your First Sergeant, occasional ESP “walk-through” to ensure environment is conducive to studying, etc.)

f) Serve as a liaison between Hotel, the BN Commander, and ultimately Jenkins Hall in order to make recommendations for changes for upcoming years.

*** You determine the Company goals, expectations, and orders. You report directly to your Battalion Commander and also emphasize his Battalion goals at the company level. ***

APPEARANCE AND PHYSICAL FITNESS

You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.

FORMATIONS AND REQUIRED EVENTS

You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that the XO or Academic Officer are prepared to stand in your place. As the Hotel Commander, it is imperative that you set the example.

ROOM STANDARDS

You are the standard setter. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed and for Saturday Morning Inspections (SMI). Ensure your 1SG is conducting follow-up checks on NCOs the night prior to SMIs and ensure they are uniform and understand the standards.
CCIRs
I expect to be notified **IMMEDIATELY** if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

____________________________  ___________________________  ____________
Name                          Signature                      Date
Initial Counseling – Drill Master

JOB DESCRIPTION

CHAIN OF COMMAND – As Drill Master, you fall directly under the First Sergeant for reporting or chain of command purposes. You are responsible for accountability of the platoon, and will direct and supervise the activities of the platoon’s squad leaders. You will exercises general supervision over assigned cadets and advise and assist the platoon leader in maintaining discipline and standards. Ensure that all cadet NCOs set an appropriate example for subordinate cadets, and either correct or assist NCOs in correcting conduct prejudicial to good order and discipline. Keep the platoon leader informed of all platoon activities and corrective actions taken.

DUTIES –

a) Accountability, accountability, accountability. Ensure your NCOs are reporting status and location of personnel. As the Platoon Sergeant, you are expected to know the number of personnel in your care, number of personnel on Emergency Leave (not special leave), and number of personnel in the Infirmary; essentially where everyone is at all times other than class times.

b) Ensure your NCOs are properly prepared for upcoming training by reviewing their PT plans, training plans, etc. Assist them in rehearsing.

c) Review training schedule a minimum of two weeks in advance when posted to vet any discrepancies and to prepare for upcoming training. This enables you to brief NCOs on upcoming training as well as anticipate any hiccups that may occur.

d) Ensure discipline is maintained within ranks during formations and parades. This should be enforced through your Squad Sergeants and Squad Corporals through your supervision and guidance, however at times you will also have to make corrections.

e) Understand that you are a first-line supervisor and your primary role is training. Empower your NCOs and Corporals to do the same.

g) Hold Squad Sergeants/Corporals accountable for their squads, and counsel them regarding roles and performance (positive and negative spot reports as necessary). Communicate the Command Team expectations to them weekly.

*** You are the executor of your First Sergeant’s goal, expectations, and orders. When you speak, you are speaking on behalf of the Command Team. ***

APPEARANCE
You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company.

FORMATIONS AND REQUIRED EVENTS
You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that you send a replacement in your stead or notify your CDR or Supply Sergeant as soon as possible. As the highest ranking junior in Hotel, it is imperative that you set the example. Failure to be on time as with all issues will be dealt with according to the Company policy set forth by the Commander.

PHYSICAL FITNESS
I expect you to maintain your physical conditioning. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.

ROOM STANDARDS
Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). Ensure your NCOs are pre-inspecting their cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

_____________________________  ____________________________  ____________
Name                                  Signature               Date
**Initial Counseling – Co Clerk**

**JOB DESCRIPTION**

CHAIN OF COMMAND – As Company Clerk, you fall directly under the Company 1SG for reporting or chain of command purposes. You are responsible for having appropriate papers on hand (accountability rosters, unit rosters, Room Inspection/Personal Appearance Inspection Sheets, etc.). The ADMIN Clerk will be responsible for the Strength and Status Reports online Sunday night thru Thursday night NLT 2300 as well as any other company duties computer/excel related. The OPS Clerk will be responsible for picking up the Company Folder EVERY weekday evening and dropping the folder off EVERY weekday morning at the front sallyport BEFORE breakfast formation.

DUTIES –

a) Ensure 1SG has an accountability roster for any company event (parade/parade practice, meetings, LTP, etc.)
b) Ensure the PSGs have everything they need for In-Ranks Inspections and SMIs
c) Assist 1SG in accountability regarding awareness of who is on Special Leave, Special Orders, XMD, etc.
d) Care and Accountability of Company Guidon to include carrying it during parade and practice parade
e) Accountability of your class when sophomores have a required event
f) Company Boards will be updated weekly with training schedules. All other items as needed
g) Responsibility over classmates. As Clerk, you are the leader of your class, and if something is required of the Sophomore Class, then the task will be handed down via you

**APPEARANCE AND PHYSICAL FITNESS**

You will maintain the standards outlined in the blue book. Take pride in your uniform and be an example for other cadets. Remember, wherever you go, you represent Hotel Company. You will ensure that you are capable of passing the CPFT and maintaining the standards set forth in Chapter Five of the White Book, but preferably exceeding the minimum standards.

**FORMATIONS AND REQUIRED EVENTS**

You will make all required events (meetings, training, and formations, etc.). Should a situation arise in which you cannot attend, ensure that you notify your CDR or XO as soon as possible and that all your duties for that event are covered by your counterpart or, in his/her absence, another Corporal.

**ROOM STANDARDS**

You are the standard setter. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed and for Saturday Morning Inspections (SMI).

**CCIRs**

I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

_________________________________________  ____________________________________________  ______________________________
Name                                                                                     Signature                                      Date
Initial Counseling – Cadre Platoon Leader

JOB DESCRIPTION

CHAIN OF COMMAND – As Platoon Leader, you are responsible for the health, welfare, academic proficiency, military training, general efficiency, safety discipline and morale of the platoon. Performs other duties as directed by the Company Commander.

DUTIES –

a) Ensure your PSG is tracking the academic, physical fitness, and conduct proficiency of all the NCOs in the platoon. He/She is to counsel their NCOs either verbally or written if deficient in any area, but I suggest on routine occasions as well for job performance whether positive or negative.

b) Supervise PSG to ensure he/she is enforcing regulations and maintaining accountability properly.

c) Provide mentorship and ensure resources are available to PSG in order to complete their duties.

d) Ensure personnel are supporting and using their chains of command whether up or down the chain.

e) Ensure PSG has personal appearance forms readily available for inspections (do not forget to give merits to those deserving in addition to listing deficiencies)

f) Counsel your PSG in order to establish your expectations and also periodically to provide updates on performance.

ROOM STANDARDS

If you are inspecting rooms and holding others to a standard, then you must set the standard. Your room will be in MRI order from 0800-1200 Monday through Friday unless otherwise directed. Additionally, your room will be to standard regarding Saturday Morning Inspections (SMI). You and your PSG will pre-inspect your NCOs rooms and spot check other cadets’ rooms the night prior to SMIs and ensure they are uniform and understand the standards.

CONDUCT:

In order to maintain your rank, you must remain “tour free”. Failure to do so will result in immediate dismissal.

OBJECTIVES OF FOURTH CLASS SYSTEM:

- To provide new cadets with an understanding of The Citadel’s core values of Honor, Duty, and Respect.
- To teach new cadets the regulations, customs and traditions of The Citadel.
- To remove wealth and former station as factors in the development of new cadets.
- To instill in new cadets a sense of humility and selfless subordination.
- To develop personal character and create a foundation for honorable and ethical decision-making.
- To instill new cadets with self-discipline.
- To physically challenge new cadets and establish a foundation of understanding the necessity of physical fitness for life.
- To instruct new cadets in time management.
- To prepare new cadets for academic achievement.
- To inculcate class cohesion in support of The Citadel Mission and the development of Principled Leaders.

CCIRs

I expect to be notified IMMEDIATELY if a cadet (regardless of year) decided to withdraw or if we have any allegations of hazing, alcohol offenses, honor violations, or sexual assault.

______________________________  ______________________________  _______________
Name                          Signature                        Date