



THE REGULATION FOR THE ORDER AND DISCIPLINE OF THE VMI CORPS OF CADETS

August 2022

LEXINGTON, VIRGINIA

Blue Book



58TH COMMANDANT
VMI CORPS OF CADETS
THE VIRGINIA MILITARY INSTITUTE
LEXINGTON, VA 24450

1 July 2022

MEMORANDUM FOR THE FACULTY, STAFF, AND CORPS OF CADETS

SUBJECT: The Regulation for the Order and Discipline of the VMI Corps of Cadets; commonly known as “The Blue Book.”

1. The Blue Book establishes standards and guides the daily life of the VMI Corps of Cadets. The Blue Book sets the foundation for the basic rules and principles of behavior for every Cadet to uphold.
2. Changes have been made to this year’s Blue Book to improve clarity and consistency, eliminate redundancy, and incorporate needed modifications since last published in 2020. The most significant are:

- Refined language to reflect VMI Regulations and General Orders
- Moved Permits, Room Standards, & Uniform Standards into SOPs (published separately)
- Reorganized and updated Major & Minor penalties into one consolidated chapter
- Clarified language for inspection & searches
- Updated Post Status to reflect GO #1
- Incorporated E-Specials and E-Form 24s
- Incorporated new Penalty Tour policy
- Adjusted “Excess Demerits” policy
- Added Chapter on Cadet Discipline Process and refined Appeals & Investigation procedures
- Added Chapter on Out-processing
- Reverted to Extended weekends from “weekend extensions”
- Updated Post Limits & eliminated “Evening CQ Limits”

3. Each Cadet is required to comply with the Blue Book in its entirety, as it defines the high expectations which VMI demands from each Cadet. Each Cadet is required to sign a Statement of Understanding acknowledging receipt of the Blue Book and their responsibility to know the regulations of the Corps of Cadets. Ignorance is no excuse.

4. Questions regarding this regulation are directed to the Deputy Commandant, LTC Jonathan Hartsock at hartsockjt@vmi.edu.

COLONEL
ADRIAN
T.
BOGART
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PURPOSE

The Blue Book outlines the regulations governing the Corps of Cadets and provides broad guidelines for Cadet standards and conduct.

Cadets adhere to the provisions of the Blue Book at all times while on and off Post including during furloughs.

VMI Cadets are subject to this regulation from the time they sign the Matriculation Book and become a Cadet until relieved of duty.

Violations of the Blue Book that occur, for example during summer furlough or off Post, may result in subsequent action being taken for misconduct.

This book is not meant to be all encompassing and for that reason it is inconsistent with the code of personal conduct to have written rules as the sole basis of determining professional behavior.

Any action detrimental to the Corps shall be considered a personal conduct violation and will be judged accordingly.



VMI reaffirms its commitment to providing an environment that emphasizes the dignity and worth of every member of its community.

As such, there is zero tolerance for racism, sexism, discrimination, hatred, intolerance, or prejudice of any kind.

Behavior that supports diversity, inclusion, equal-opportunity and accountability is consistent with VMI's Standards of Conduct.

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CHAPTER 1 – STATUS AND LIMITS

1. STATUS AND LIMITS

a. STATUS

(1) Definitions:

- (a) Completion of Academic Duty (CAD). CAD occurs at the completion of a Cadet's last scheduled class and in accordance with the Cadet Daily Schedule.
- (b) Completion of Military Duty (CMD). CMD occurs at the completion of the day's military duty in accordance with the Cadet Daily Schedule.
- (c) Absent Without Leave (AWOL). A Cadet is AWOL when absent from their place of duty without proper authority.
- (d) "All Right" Status. A Cadet's personal status is "All Right" when in the correct location and at the correct time IAW CQ Limits and Cadet Daily Schedule.
- (e) "Not All Right" Status – Off Post. A Cadet is "Not All Right" if present at an unauthorized location external to the defined boundaries of Post. To return to an "All Right" status, the Cadet must return to their barracks room. Cadets failing to re-establish an "All Right" status prior to a status check must place themselves on report for "Not All Right" using Form 24 (see Chapter 12).

[1] The Commandant reserves the right to designate certain locations or events as "Off Limits" for Cadets to visit or attend. Cadets are "Not All Right" while visiting/attending "Off Limit" locations.

[2] In addition, the following locations are also "Not All Right":

- (i) Locked rooms and buildings (other than Barracks Rooms).
- (ii) Male rest rooms to females and female rest rooms to males.
- (iii) Faculty and staff members' offices without authority.
- (iv) The roofs of all Post buildings, to include barracks.
- (v) Construction and building renovation areas.
- (vi) Barracks storage rooms without authority.
- (vii) All fraternity/sorority/dormitory buildings at Washington and Lee University during academic year unless having a legitimate invitation IAW the Washington and Lee University Visitation Policy.

(2) **Post Status.** The Cadet Duty Day is divided into distinct "Post Status" time periods that each carry their own restrictions:

- (a) **Morning Call to Quarters (CQ).** The period of the duty day that should be focused on preparing for the duty day and includes physical training and BRC. Rooms must be prepared for Morning Inspection (MI Order) no later than 0800 hours Monday thru Friday.
- (b) **Academic CQ.** The period of the duty day that should be focused on academic duties and includes classes and study. Cadets should utilize available time during this period for lunch.
- (c) **Training CQ.** The period of the duty day that should be focused on military and/or athletic training and includes activities such as NCAA & Club Practice, Rat Challenge, etc.
- (d) **Supper CQ.** The period of the duty day that should be focused on refitting from the day and preparing for a return to academic duties. This period includes SRC and Late SRC and may be utilized when approved by the Commandant for training and/or class functions.
- (e) **Evening CQ.** The period of the duty day that should be focused on academic studies and may include classes, guest speakers, and/or other events approved by the Dean.
- (f) **Call to Quarters – Release in Barracks (CQRB).** The brief period of the duty day that provides a break in academic studies immediately prior to the conclusion of the duty day at Taps.
- (g) **Close Call to Quarters (CCQ).** The period of time at Taps in which the Corps signals the end of

the duty day. This period is marked by a Status Check in which a Cadet must be in an “All right” location. If a Cadet is not in an “All right” location they must place themselves on report within 24 hours via a Form 24. A Cadet is “All Right” for the Taps CCQ Status Check when:

- [1] Inside barracks. At the start of CCQ, all Cadets in barracks must be in their assigned room or in the BSR (upper-class only) to be “All right”.
 - [2] Not inside barracks (on Post). Cadets authorized late study are confined to academic buildings IAW evening CQ Limits. Cadets returning to barracks during CCQ may not enter barracks until CQ is announced.
- (h) **Taps CCQ.** The period of time that should be focused on preparing for the following duty day and rest. Additional academic studies may occur during this time however Cadets must remain in an “All right” location. Cadets are “All Right” when:
- [1] In their room
 - [2] Taking authorized late study in an academic building
 - [3] When moving between academic buildings for authorized late study
 - [4] The barracks study room is an “All Right” location for upper-class cadets
- (i) **Release from Quarters (RQ).** The period of time with no scheduled events that provides Cadets with “Full Class privileges” the opportunity to take General Permit (GP) and visit off Post locations. See “Annex B: Permits” for General Permit information, requirements, and stipulations.

(3) **Post Status Periods.** Post Status times varies by day and are defined in the following chart:

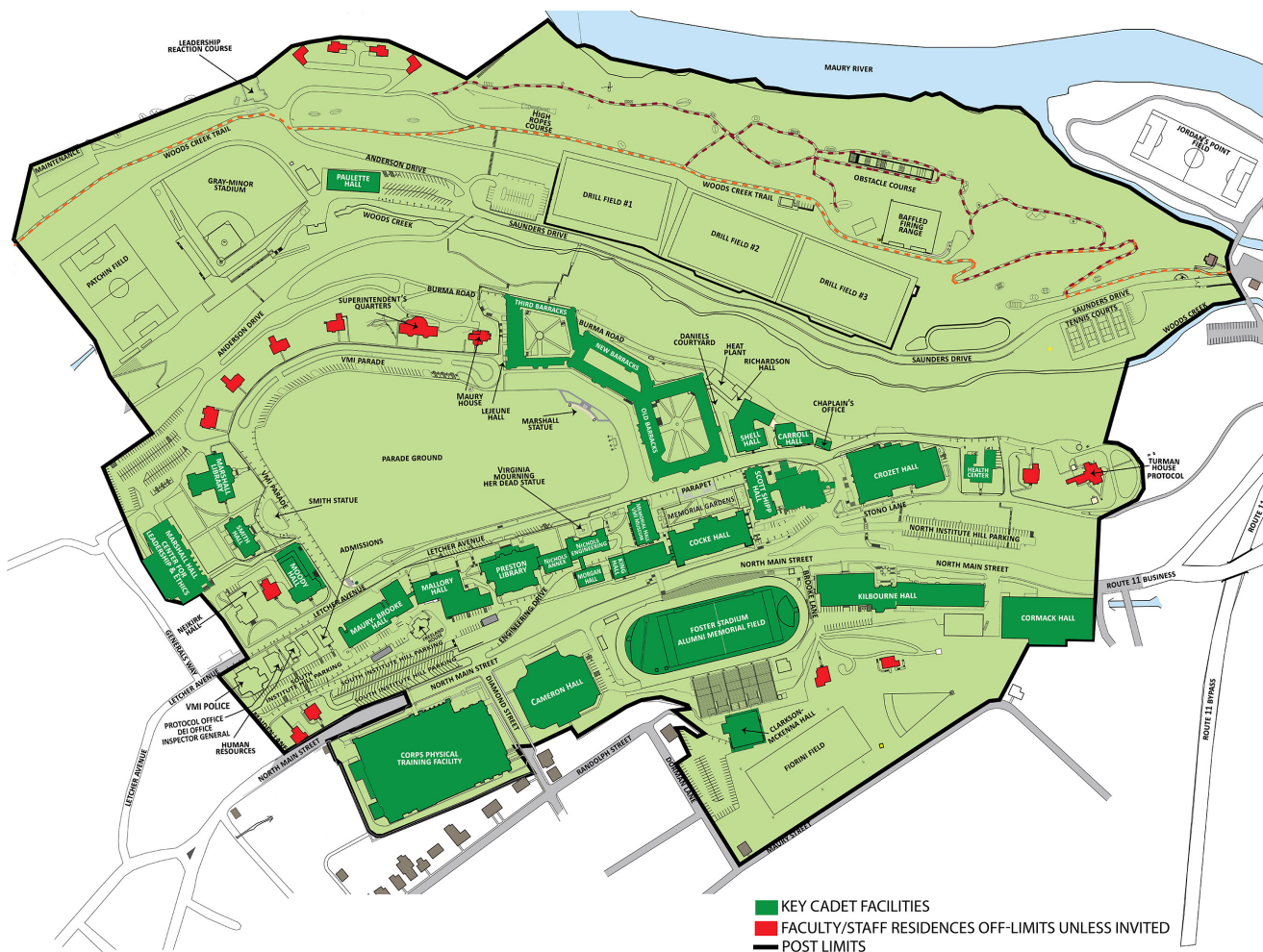
Day	Morning CQ	Academic CQ	Training CQ	RQ	Supper CQ	Evening CQ	CQRB	Taps CCQ	CQ After Taps
MON	0500-0800	0800-1550	1550-1830	N/A	1830-1945	1945-2215	2215-2230	2230	~2230-0500
TUE	0500-0800	0800-1525	1525-1830	N/A	1830-1945	1945-2215	2215-2230	2230	~2230-0500
WED	0500-0800	0800-1550	1550-1830	N/A	1830-1945	1945-2215	2215-2230	2230	~2230-0500
THU	0500-0800	0800-1525	1525-1830	N/A	1830-1945	1945-2215	2215-2230	2230	~2230-0500
FRI	0500-0800	0800-1550	1550-1830	N/A	1830-1945	1945-2345	2345-2400	2400	~2400-0500
SAT	0500-0800	N/A	0800-CMD/CAD	CMD/CAD -1830	1830-1945	1945-2345	2345-2400	2400	~2400-0500
SUN	0500-0700	NA	NA	0700-1830	1830-1945	1945-2215	2215-2230	2230	~2230-0500

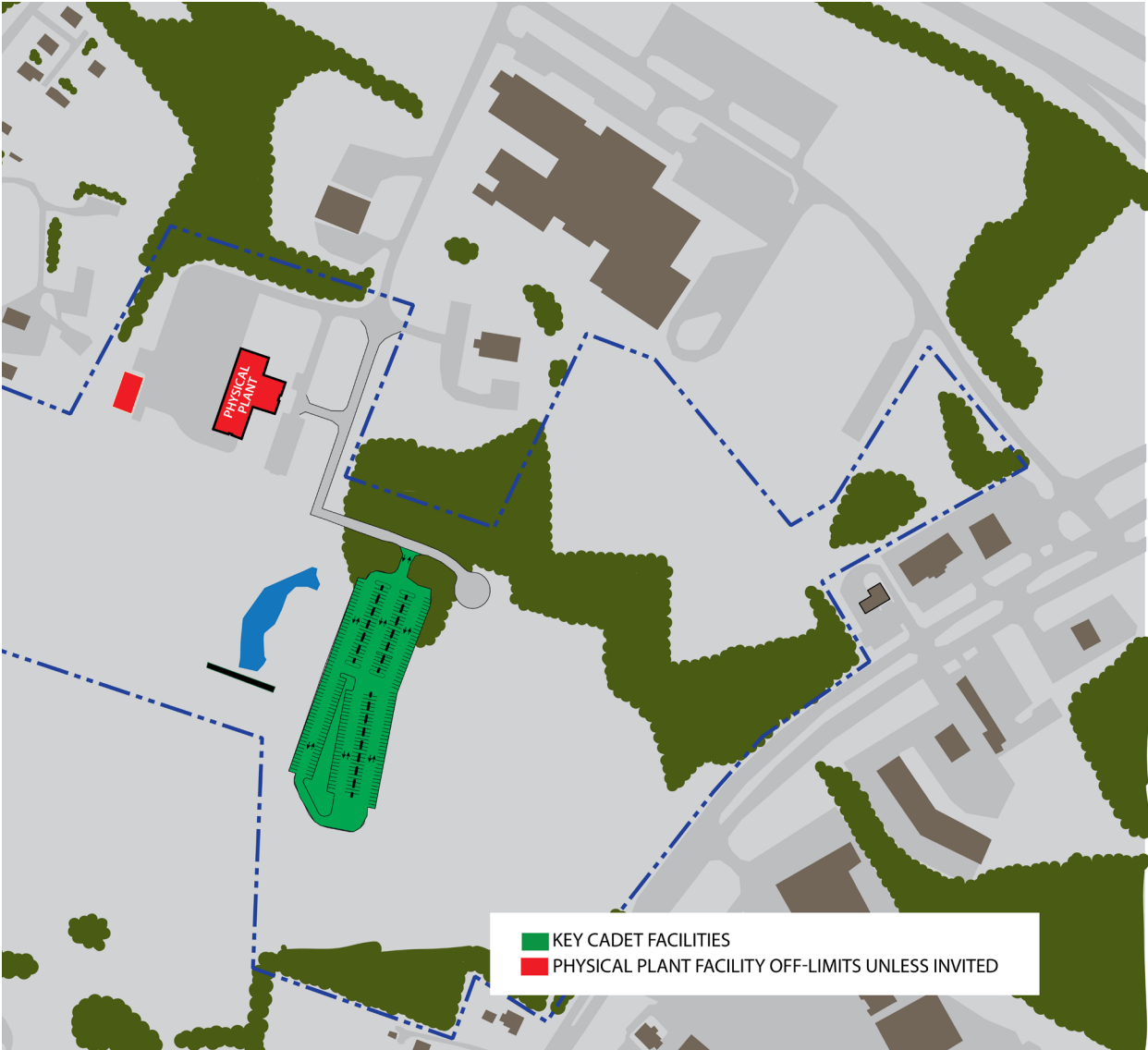
(a) **Post Status Restrictions.** Each Post Status carries its own restrictions/privileges for Cadets:

Day	Morning CQ	Academic CQ	Training CQ	RQ	Supper CQ	Evening CQ	CQRB	Taps CCQ	CQ After Taps
Barracks Visitation	Upper classes may visit in Barracks but may only visit Rats rooms on official business. Rats restricted to the 4th and 1st Stoops.							None	None
GP	None	Yes (upper-class only)			No, except on Friday & Saturday after SRC for eligible 1 st & 2 nd Classmen			None	None
Permits	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Latrines / Showers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	No	Limited
Late Lights, Late Study, & Smoker's Post	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 st & 2 nd Class until 0130 3 rd Class until 0030 Rats/4 th Class None	

- (4) **Personal Status.** Cadets are responsible for their status at all times. Personal status is determined by:
- (a) The status declared in barracks or on Post by the guard team IAW the Cadet Daily Schedule.
 - (b) Cadet Academic class.
 - (c) Cadet restrictions. A Cadet is in a restricted status and does not have “Full Class privileges” when meeting one or more of the following criteria:
 - [1] On the GIM (See Chapter 4)
 - [2] Confinement (See Chapter 14)
 - [3] Penalty tours (See Chapter 15)
 - [4] Conduct probation (See Chapter 16)
 - [5] Academic probation (See Chapter 17)
- (5) **Cadet Door Status Card.** A Cadet door status card is maintained in a regulation holder attached to the door frame of every Cadet room. The card is marked by each Cadet in the room and accurately reflects the Cadet’s status.
- (a) The status of each Cadet is kept current by marking an “X” in the appropriate block next to the Cadet’s name. For example, when returning from late study, the Cadet must immediately change the door status card to indicate a return to the barracks room.
 - (b) Cadet names are typed or printed legibly in alphabetical order using the last name and initials. GC class is marked to the right of the name.
 - (c) Cadet will indicate company or staff assignment.
 - (d) Upon approved room transfer, the room orderly will obtain a new door status card.
 - (e) The room orderly line is used to indicate the Cadet responsible for the police and conduct of the room.
 - (f) Authorized “Hay Down” indicates the Cadet has hay down and may be on the hay.
 - (g) Authorized absence indicates the Cadet is on a permit-approved absence from the room. The door status card block is used for both on and off Post absences.
 - (h) The room orderly is responsible for the upkeep and maintenance of the door status card.
- (6) **All Duty.** All Duty status excuses Cadets from all duties during a specific time period, which may include academic classes and/or military duty. The following rules apply to “All Duty” status:
- (a) Only the Superintendent, Dean of Faculty, Commandant, or Infirmary personnel are authorized to issue “All Duty” status.
 - (b) Medical All Duty status is authorized by the Infirmary personnel who will determine the period of time a Cadet will be in All Duty status.
 - (c) Guard team All Duty status is authorized by the Commandant. Guard team members who are assigned to All Duty guard positions sign out prior to their guard shift/guard mount “Guard – miss class” which has an automatic sign in at 1700 at the end of the guard shift. These Cadets are excused from both military and academic duty during their guard shift.
 - (d) Cadets on NCAA permit:
 - [1] (All Duty begins at the pre-game meal, four hours prior to time of game at home and 60 minutes prior to departure for away events.
 - [2] When All Duty begins in the middle of a class period, Cadets will complete the class period prior to signing out/beginning All Duty.
 - [3] Cadets are not allowed to leave during the class and must remain in class until the class is dismissed by the instructor.
 - [4] When All Duty ends in the middle of a class period, Cadets will sign in from All Duty prior to the start of the class period and must attend the entire class period.
 - [5] NCAA athletes sign out on the “All Duty Permit” for competitions on Post and “NCAA Permit” for away competitions with the away location specified in the comments box.
 - [6] Teams returning from away competitions between 2400-0200 hours have All Duty until 1000; teams returning after 0200 have All Duty until 1200. This does not apply to home competitions. Exceptions must be approved by the Director of Athletics, Commandant and Dean of the Faculty.

- (e) Cadets must sign out and update the door status card.
- (f) Cadets on All Duty are authorized “Hay Down.”
- (7) **Limited Duty.** Limited Duty status excuses Cadets from all afternoon military duty, accountability formations and physical training time. Limited Duty does not excuse Cadets from Academic duties.
 - (a) Only the Superintendent, Commandant, or Infirmary personnel are authorized to issue “Limited Duty” status.
 - (b) Cadets on limited duty authorized by Infirmary personnel must carry their GIM slip that denotes their limitations. Cadets on medical limited duty do not sign out.
 - (c) Guard team Limited Duty is authorized by the Commandant. Guard team members who are assigned to Limited Duty positions sign out prior to the start of their guard shift/guard mount “Guard – attend class” which has an automatic sign in at 1700 at the end of the guard shift. These Cadets are excused from military duty during their guard shift but must attend academic classes.
 - (d) Cadets on NCAA permit: Limited Duty is authorized the day of an athletic event until All Duty status begins. Limited Duty may start prior to the day of the event with permission of the Commandant.
 - (e) Cadets on Limited Duty must attend all events scheduled during the 0800 hours Commandant’s Time, Dean’s Time, and Superintendent’s Time.
 - (f) Cadets must sign out and update their door status card.
 - (g) Cadets are authorized “Hay Down.”
- (8) **Limits.** The Post CQ limits are identified in the following images:





CHAPTER 2 – STATUS CHECKS

1. GENERAL

Status checks are conducted throughout the day to ensure Cadets are in an “All Right” location IAW the Cadet Daily Schedule and CQ Limits. Status checks include:

- a. Officer-in-Charge Checks
- b. Confinement Checks
- c. Taps Status Check
- d. Sunday BRC Status Check
- e. Mandatory or Check Formations

2. OFFICER-IN-CHARGE CHECKS

The Officer-in-Charge Mid-Night Inspection Check or OC Check, occurs when the OC accompanied by a NCO of the Guard Team, physically checks Cadet rooms between taps and BRC. In the event the OC cannot determine a Cadet's status, the OC will leave an OC Check Report in the room and the assigned Cadets will report their status at the time of the OC check.

- a. Cadets will check the OC Check Report in Washington / Marshall Arches or in 3rd Barracks each day to review if their room was checked by the OC.
- b. If the OC checks a room and one or more Cadets are “Not All Right” but have the door status card improperly marked, they must place themselves on report via Form 24, regardless of whether an OC Check Report was issued.

3. CONFINEMENT CHECKS

Confinement checks apply to those on barracks confinement.

- a. Five confinement checks are made daily.
- b. The Commandant's Office determines the confinement check times.
- c. There is no advanced warning to alert Cadets to the guard room turnout announcing a confinement check.
- d. Confinement checks occur separately from other status checks.
- e. Cadets must be in an “All Right” location, as determined by their specific restriction(s), at the time of the check.
- f. Cadets must indicate their “All Right” status by initialing off on the confinement check sheet by 1200 daily. Cadets will only initial off confinement checks for which they were “All Right.”

4. TAPS STATUS CHECK

- a. The check is made:
 - (1) Sunday – Thursday evenings, 2330hrs
 - (2) Friday and Saturday evening, 2400hrs
- b. The taps status check coincides with the turnout stating, “The status in barracks is now Taps/CCQ.” The guard team will make 10, 5, 2 and 1 minute calls leading up to taps. In order for Cadets to be “All Right” for the status check, they must be in their room or taking authorized late study in an Academic Building (Scott-Shipp Hall, Mallory Hall, Shell Hall, Nichols Engineering Hall, Preston Library, Maury-Brooke Hall, Mallory Hall, or Carroll Hall. Cadets are “All Right” if moving to/from an “All Right” location, i.e. returning to barracks from an academic building but not in Barracks.
- c. Cadets remain in their room until the guard room announces, “The status in barracks is now CQ after taps.”
- d. Cadets not in an “All Right” status, must return to their barrack's room and re-establish an “All Right” status prior to taps.
- e. Cadets in a “Not All Right” status at taps must place themselves on report using a Form 24.

5. SUNDAY BRC STATUS CHECK

- a. This is an accountability status check on Sundays at 0700hrs.

- b. The guard team should issue the turnout: “The time is now 0700hrs. At the beginning of this turnout there was a BRC status check.”
- c. There is no formation.
- d. Cadets properly signed out or within an “All Right” location IAW Chapter 1, are “All Right” for the Sunday BRC status check.
- e. Cadets in a “Not All Right” status during the Sunday BRC status check must bone themselves using Form 24.

6. MANDATORY OR CHECK FORMATION

- a. Mandatory or Check Formations are only called by the Commandant and are required attendance unless excused absence from the Commandant’s Headquarters. As directed, the Commandant assembles the Corps and requires 100% accountability. Cadets not present at the start of this formation or who desert the formation are “Not All Right” and place themselves on report via Form 24. Cadets who do not submit a Form 24 and are caught missing or deserting a Mandatory Formation automatically receive a #5.
- b. Examples of Mandatory Formations (but not limited to):
 - (1) Address by the Superintendent, Dean, or Commandant.
 - (2) Honor Court Formations
 - (3) Class Formations
 - (4) Convocation
 - (5) Guest Speaker Address

CHAPTER 3 – ACCOUNTABILITY

1. CORPS ACCOUNTABILITY FORMATION

- a. Definition. An accountability formation is a mandatory formation attended by the entire Corps where accountability is taken and submitted to the Commandant's office. Examples include Breakfast Roll Call (BRC), Supper Roll Call (SRC), as well as formations prior to parades, basketball games and football games.
- b. Meal Formations.
 - (1) Breakfast Roll Call (BRC). BRC occurs Monday – Saturday at 0700 and is mandatory for all Cadets unless excused by permit. It is the primary accountability formation of the day. First Class Cadets are authorized to fall out of this formation when they are released by their company commander, but they cannot enter Crozet Hall prior to 0730.
 - (a) Uniform for BRC is announced by the guard team via turn-outs.
 - (b) The OD will coordinate the uniform of the day thru Commandant's Office for approval.
 - (2) Supper Roll Call (SRC). SRC occurs daily at 1830. SRC is a mandatory formation for all Cadets unless excused by permit. Uniform at SRC/in Crozet Hall from 1830-2000 Sunday-Friday and 1800-2000 Saturday is gray blouse unless otherwise designated by the Officer in Charge.
 - (3) Exam Periods. BRC and SRC times are adjusted during exams based on the exam schedule. Refer to the weekly training schedule for exact times.
- c. Certification. All Corps accountability reports are certified statements and must be signed by the Cadet taking accountability.
- d. Cadet Responsibilities. Proper execution of formations is a regimental responsibility. Cadet leaders with rank and assigned these duties are obligated to ensure accountability is taken properly and at every formation. Cadet privates, in the event Cadet rankers are absent, execute the accountability process. All Cadets, regardless of rank or privilege class, are expected to faithfully complete accountability duties. The Cadet next in line in the squad is responsible for taking accountability. When the designated cadet with rank is absent. New Cadets (Rats) are not authorized to take accountability until after break out.
- e. GIM. Cadets on the GIM will fall-in with their assigned position in ranks. If unable to march down, the GIM Cadet falls out just prior to stepping off, reports to the nearest arch and walks down with the S1 escort Cadet.
 - (1) Squad/Staff Member Duties.
 - (a) Each Cadet has a designated position to stand within the squad or staff.
 - (b) Late. A Cadet is late if not in the proper position within the squad or staff at the command of "Fall In." It is the responsibility of each Cadet squad/staff members to ensure their corporal (CPL) or the cadets taking accountability knows their status.
 - (c) Absent. Cadets are absent (not late) from formation if not standing in their designated position within the squad/staff prior to the Regimental Commander turning the formation over to company commanders for march down.
 - (d) The next Cadet in line, regardless of class or rank (except New Cadets (Rats)), is required to take accountability when the CPL is absent.
 - (2) CPL Duties.
 - (a) Designates each Cadet a position within the squad/staff.
 - (b) Arrives to formation two minutes prior to the command of "Fall-In."
 - (c) Notes who is present or absent, formed in the wrong position, or arrived late. CPLs make a last-minute check of the squad prior to company commanders taking the formation for march down.
 - (d) Highlights the names of Cadets not present at the formation on the accountability sheet. CPLs highlight names of absent Cadets regardless of whether they know the Cadet was "all right" for the formation. This includes Cadets on NCAA permit who are absent at any Corps formation.
 - (e) Provides each member of the squad/staff a copy of their accountability roster.
 - (3) Clerk Duties.
 - (a) Cross checks names of not present Cadets with the computer sign-out sheet.
 - (b) Ensures Cadets not signed-out are marked absent on the consolidated accountability report.

- (c) Submits accountability reports to the Administrative Assistant for Accountability no later than 0800 hrs Monday through Friday. Weekend accountability is submitted Monday morning not later than 0800.
- (4) First Sergeant (1SG) Duties.
 - (a) Ensures CPLs and clerks are trained to perform their duties and take accountability properly.
 - (b) 1SGs conduct additional training when required.
 - (c) Requests updated company/staff roster from the Administrative Assistant for Accountability every week.

2. ACADEMIC ACCOUNTABILITY FORMATION

- a. Definition. An academic accountability formation is a mandatory academic meeting or class where accountability is taken and submitted to the respective Academic Department Secretaries office.
- b. Certification. All academic accountability reports are certified statements and signed by the Cadet taking accountability.
- c. Section Marcher Assignment.
 - (1) The Administrative Assistant for Accountability appoints section marchers (in order) by rank, class, then alphabetically.
 - (2) Section marchers are temporarily assigned until the completion of the drop/add period. After drop/add, permanent section marchers are appointed.
 - (3) Section marcher duties are not reassigned for any reason, including loss of rank, except if the section marcher withdraws from the section.
- d. Section Marcher Responsibilities. Proper accountability of academic formations is the responsibility of the primary and backup section marchers.
 - (1) Calls roll for all academic meetings or classes **immediately after the end of the bell ringing**.
 - (2) Repeats the name of any Cadet who fails to answer roll. Cadets who fail to answer are absent and marked accordingly.
 - (3) Marks all Cadets not in room by the last sound of the bell as absent or late on the section marcher report slip. This includes Cadets with excused absences or taking 3.2 cuts and Cadets who arrived in the class- room prior to the bell, but left the classroom and were not present when the bell rang.
 - (4) Observes all late arrivals and documents their name and how late they were on the section marcher report slip.
 - (5) After roll is taken, calls the section to attention, faces and salutes the instructor and renders a report as follows "Sir/Ma'am all present" or "Sir/Ma'am, Cadets Jones and Smith absent."
 - (6) Signs the section marcher report slip and legibly prints name at the end of class.
 - (a) Submits yellow slip to instructor and the white slip to the respective Academic Department Secretary.
 - (b) Retains the pink slip until the end of the semester.
- e. Class cancellations. An instructor is not permitted to cancel or to reschedule a class from its regular meeting time without approval from his or her department head. Under certain special circumstances (e.g., a large part of the class absent), a department head may cancel or reschedule a class meeting. A class cannot be rescheduled for a time after the end of the academic day unless approved by the Dean. **The class section will** always form in the classroom or another specified location for roll call at the time the class is scheduled to meet regardless if the instructor is present or not. The section marcher submits the section marcher report slip stating "Instructor not present. Section did not meet" and reporting any absences.

Class cancellation: Compensatory Time. When a regularly scheduled class period is cancelled as compensatory time for some other approved academic event (e.g., individual conferences, tutorials, mandatory evening events), the section need not form. The section marcher submits the section marcher report slip to the Commandant's office stating "Section did not meet – Compensatory Time."
- f. Cadet Responsibilities.
 - (1) Clearly and loudly responds when name is called during roll.
 - (2) If late to class, informs the section marcher how late they arrived immediately after class is released.
 - (3) Must be physically in the classroom at the bell to be considered present.
 - (4) Cannot leave the academic formation after the bell rings without permission of the instructor.

- g. Authorized Absences (3.2 Cuts). At the beginning of each semester, the Registrar's Office will prepare and distribute to all faculty members the list of all 1st Classmen and all 2nd Classmen who have received no grade below C, no incompletes, and attained a GPA of at least 3.20 for the immediately preceding semester in residence at VMI (excluding summer session). A Cadet whose name is on this list may be excused from a class provided they get the instructor's permission and notify the section marcher before missing the class.
 - (1) Cadets must ensure they are on the class cuts list before asking faculty for the privilege of a class cut.
 - (2) Only eligible First and Second classmen may take class cuts. Third- and Fourth-class Cadets may not take class cuts regardless of GPA. First or Second-class Cadets who studied abroad but obtained a 3.2 GPA their last semester in residence may be eligible IF they are on the class cuts list.
 - (3) A Cadet whose name is on this list may be excused from class provided they get the instructor's permission before missing the class and inform the section marcher before the class bell that a class cut was approved.
 - (4) Cadets who take an authorized absence (class cut) must conform to existing regulations and are not permitted to pass the limits of VMI nor leave early on furloughs.
 - (5) Cadets need not form up for the class when taking a 3.2 cut.

3. SIGN OUT / SIGN IN PROCEDURES

- a. Overview. Cadets can miss Corps or academic formations only if properly excused and signed out on the computer or in the black notebook in the Guard Room (only authorized when Post View is down). Authorized absences include being on All Duty, participating in a permit such as a class or academic day, or taking an authorized optional BRC.
- b. Sign Out Requirements. Cadets must sign out in barracks for an authorized absence from a formation.
- c. It is the individual Cadet's responsibility to know the provisions governing the status or permit stipulations for which they are signing out.
- d. Cadets are prohibited from signing out or in for another Cadet.
- e. Cadets must sign out/in from inside barracks (e.g. not academic buildings or off Post). Signing out/in from the BSR is authorized.
- f. Cadets must verify the sign out/in was accepted by Post View.
- g. Cadets signing out on off Post permits must depart post within 30 minutes of signing out.
- h. Cadets can only miss formations while signed out on a permit when doing so is specifically authorized by the permit. Cadets must submit a Form 24 if absent from formation but on Post while signed out and not authorized to miss a formation.
- i. When signing out, Cadets state the required return time outlined in the permit for which they are signing out (i.e.: 2300 for a weekend). If the return time is midnight, enter 2359 as the time or the system will not record the time accurately.
- j. Permits allowing Cadets to leave Post are terminated once Cadets return to Post even when the mandated return time has yet to occur.
- k. Signing out/in is a certified statement.
- l. Cadets must sign in within 30 minutes of returning to Post from a permit.
- m. Cadets must sign in within 30 minutes of the termination of on Post permits.
- n. Cadets must enter their room to re-establish "all-Right" status prior to signing in from all off-post permits.
- o. When Post View is down, Cadets sign out and back in the Black Book.
- p. If a Cadet has departed Post and forgotten to sign out, they must call 540-464-7073 or the guard room at 540-464-7294 to sign out.

CHAPTER 4 – GIM (MEDICAL) STATUS AND PROCEDURES

1. **DEFINITIONS:** The following chart defines every medical status in which a Cadet may be categorized. Each status entails distinct duties which Cadets are excused from and restrictions in which they must adhere. Details of a Cadet's status are available daily, via the computer, on the infirmary accountability report. Authorization to alter medical status is limited to Infirmary personnel.

MEDICAL STATUS	EXCUSED FROM:	CADET MUST:
Infirmary	All Duty (except as directed by Infirmary personnel)	Remain in the infirmary (except as directed by Infirmary Personnel)
Medical All Duty *used when infirmary is full	All Duty (except as directed by Infirmary personnel)	Remain in barracks room (except as directed by Infirmary personnel)
Physical Training (PT)	Physical training, club sports *Cadets are authorized to complete specific workouts as prescribed by Infirmary personnel	Perform all other Institute activities i.e., (penalty tours, guard duty, parades, etc.)
Soft Shoe Always (SSA)	Wearing low quarters and combat boots	Wear low quarters off post
Soft Shoe Partial (SSP)	Wearing low quarters and combat boots in class, barracks, and academic buildings	Wear low quarters to formations
Hay Down (HD)	Rolling their own hay and storing for MI Order	Ensure the door card is properly marked and a medical GIM Card signed by Infirmary personnel is posted in the room window.
Elevator Permit (EP)	Walking up and down the stairs in barracks	Use the elevator in all VMI facilities
GYM Uniform or Gym Dyke (GD)	Wearing uniforms other than GD	Wear the appropriate GD uniform at all times when outside of barracks
Shave Permit	Shaving overly sensitive areas of the face. Cadet may not have a mustache or any other facial hair which is "faddish" in appearance. Cadets must present their GIM permit in formation with the Shave Permit highlighted	Shave all areas of face possible
Concussion	All efforts are made to keep Cadets diagnosed with concussions away from light, loud noises and other stimuli which may exacerbate their symptoms. IE: cadre mitigates noise exposure during sweat parties, etc. for Rats diagnosed with concussions	Rats must wear their issued GIM tag that clearly displays they have been diagnosed with a concussion.
Cadets on any Medical Status listed above are:	-Restricted to Post -Must form for penalty tours unless signed into the Post hospital -Remain in their rooms for the duration of any events for which they are excused. (Parades, In-ranks Inspections, Institute formations such as Convocation, Superintendent's Address, and mandatory athletic events, etc.)	

2. SIGNING IN/OUT PROCEDURES - INFIRMARY

- a. Morning Sick Call.
 - (1) Cadets must report directly to the infirmary if ill after BRC. Except for emergencies, Cadets, including first class Cadets, must form for BRC with their company, march down to Crozet, then report to the infirmary.
 - (2) Signing into the infirmary immediately prior to BRC for routine medical procedures is not authorized and is a reportable offense.
 - (3) Cadets must sign in via the computer immediately upon reporting to the infirmary.
 - (4) Cadets are not all right for academic and Corps formations if they fail to sign in/out.
 - (5) Signing in at the infirmary immediately prior to PT, military duty or other mandatory formations for non-urgent matters is not authorized and is a reportable offense.
 - (6) Cadets reporting to the infirmary after Taps must first report to the Guard Room. Guard room personnel will inform the infirmary of the impending arrival.
- b. Departing the infirmary.
 - (1) Cadets must sign out prior to departure from the infirmary.
 - (2) Cadets must go directly to assigned duty/formations (e.g. class or formation) within twenty minutes of signing out of the infirmary, regardless of how much time is left in that duty. If necessary, Cadets request and receive a late slip upon departing the infirmary. This slip is shown to the instructor and given to the section marcher when reporting to class or other duty; the slip must be attached to the accountability report for the class period that day.

3. GIM AT FORMATIONS

- a. Cadets on the GIM, except if signed in at the infirmary or on medical room confinement, must attend every formation and stand in their designated position in ranks. Being on the GIM is not an excuse for being late to formation or not standing in their designated position.
- b. Cadets on GIM who cannot march to Crozet for BRC/SRC will fall out after accountability is taken on the command "fall out" and walk to the S1 GIM formation in Old Barracks or Washington Arch. All other Cadets on the GIM will walk down in their designated position in ranks.
- c. Cadets on GIM must report to the CIC of PTs, PTT and/or RPT for accountability, even if they are unable to participate.
- d. Parades: Cadets on GIM must be in the most appropriate uniform for parades unless given explicit permission from Infirmary personnel and unable to do so, i.e., on Gym Uniform Permit or in an arm cast with the appropriate GIM Permit. All Cadets who do not adhere to this stipulation will be placed on report accordingly.
- e. Accommodations. The Institute will provide reasonable accommodations for Cadets on GIM. Cadets requiring physical accommodations must coordinate thru the Infirmary.

4. MALINGERING

Cadets feigning illness to avoid duty are subject to disciplinary measures up to dismissal.

5. MEDICAL LEAVE AND MEDICAL FURLOUGH

- a. There are two types of medical status. Medical leave is a short-term withdrawal from which the Cadet is expected to return and complete academic work. A medical furlough is precipitated by the withdrawal or disenrollment from VMI for at least the remainder of a semester due to medical circumstances.
- b. Infirmary personnel will recommend medical leave and medical furlough. Infirmary personnel will inform the Commandant, Registrar and the Chief of Staff in writing, and sends the Cadet to the Commandant's Headquarters to complete the standard clearance process if possible. Instructors are notified by the Registrar's Office via email once the leave/furlough is processed.
 - (1) Cadets may be placed on medical furlough or disenrolled if:
 - (a) A medical condition requiring extended care, treatment, or recovery time (with or without hospitalization) exists.
 - (b) A condition exists preventing or substantially detracting from the performance of required duties.

- (c) The duties of Cadet life are detrimental to the Cadet's mental or physical well-being.
 - (d) Cadet unable to negotiate Post's facilities despite accommodations without undue risk of injury".
 - (2) Infirmary personnel may evaluate a Cadet for possible placement on medical furlough following a routine medical examination or when so requested by the Cadet, the Commandant, or any other relevant Institute official.
 - c. If medical circumstances dictate that the Cadet is unable to complete the clearance process, the Administrative Assistant for Accountability may clear the Cadet in absentia. With the assistance of the guard team, the departed Cadet's items will be collected. Infirmary personnel will notify the Deputy Commandant Cadets if a Cadet shall not be permitted in Barracks following placement on medical leave or furlough. Uniforms and other Institute property will be turned in to appropriate departments, and personal items will be boxed and stored until disposition instructions from the Cadet or parent/guardian are received.
 - d. Cadets who develop a medical condition while away from VMI must have their personal physician fully communicate all pertinent information to Infirmary personnel prior to their return.
- 6. LEAVING POST.** Cadets are authorized to seek medical care off Post with the following stipulations:
- a. Cadets departing and returning to Post on the same day of the appointment must provide details of the appointment to Infirmary personnel. The Infirmary must be notified at least 48 hours prior to the appointment.
 - b. Cadets wishing to receive off post medical care several times a week (ex: physical therapy three times a week) must submit a permit to the Commandant's Office. The Commandant's Office ensures this care is scheduled during times when the Cadet has no other military or academic obligations to the furthest extent possible.
 - c. Cadets seeking medical appointments requiring them to be away from the Institute for one or more nights submit a permit to the Commandant's Office.
 - d. Cadets restricted to post for GIM status who have FULL CLASS PRIVILEGES may request permission to leave post from the Deputy Commandant, Commandant's Chief of Staff, or the Institute Sergeant Major. It is up to their discretion if said Cadet may have permission to depart Post and in what uniform.
- 7. EXPIRATION OF GIM STATUS**
- GIM status expires at TAPS on the date indicated by the Infirmary personnel and will not carry over; the GIM tag must be reestablished by the Infirmary personnel if the injury or illness continues past the tag's initial termination date. A GIM tag CANNOT be issued for a date that has already passed.
- 8. TEMPORARY / REMOTE LEARNING.**
- The Dean is the approval authority for temporary and/or remote learning accommodations for Cadets on a medical status. Cadets unable to attend class and require temporary and/or remote learning accommodations will be recommended by Infirmary personnel to the Dean's office for approval.

CHAPTER 5 – LEAVES AND PERMITS

1. INCENTIVE LEAVE

- a. Cadets are authorized four type of incentive leaves:
 - (1) Weekends
 - (2) Extended Weekends
 - (3) Class Days
 - (4) Academic Days
- b. Incentive leave guidelines.
 - (1) Cadets cannot sign out on incentive leave if they have a pending Special Report on Post View.
 - (2) Cadets cannot depart if on guard, scheduled for guard during the leave, or scheduled for other duty.
 - (3) Cadets sign out on a computer in Barracks and mark their door status card prior to departure.
 - (4) Termination of leave.
 - (a) Leave is terminated upon return to Post.
 - (b) Cadets must return directly to their Barracks room to re-establish status before signing in.
 - (c) Cadets must sign in, update their door status card, and change into uniform within 30 minutes of return to post.
 - (5) 3rd, 2nd and 1st Class Cadets may depart/return in civilian clothes. 4th Classmen depart in grey or white blouse.
- c. Regular Weekend Leave.
 - (1) Cadets may depart on a weekend following military duty on Saturday IAW the weekly training schedule. For example, Saturday basketball and football games are required military duty. Cadets may sign out on weekends following these games.
 - (2) Class weekends. Cadets receive a specific number of weekends based upon their GC class.

	1 st Class	2 nd Class	3 rd Class	4 th Class
1 st Semester	4	3	2	0
2 nd Semester	6	5	4	2

- (3) Earned weekends: Requirements to earn a weekend are clearly documented in privileges and permits. Cadets must read and understand these requirements prior to departure.
- (4) Unused weekends are not carried over to the following semester.
- (5) Commandant's Restrictions Free Weekends. The Commandant may grant members of the Corps restrictions free weekends. These weekends allow Cadets who are under Commandant's restriction (Conduct Pro, Confinement, & Penalty Tours) to depart post under the approved permit. Cadets on academic probation may not take restrictions free weekends.
- (6) Only the Commandant's Chief of Staff, Deputy Commandant, or Commandant may approve a cadet to leave prior to CMD while using a Regular Weekend. OC's are not authorized to approve exceptions.
- d. Extended Weekend Leave.
 - (1) Cadets may receive extended weekends as privileges for service to VMI. Extended weekends are clearly documented in privileges and permits approved by the Commandant's office.
 - (2) Cadets may sign out on extended weekends CMD Friday and must return no later than taps Sunday.
 - (3) Cadets may not take extended weekends to miss scheduled duty during the weekend.
- e. Days.
 - (1) Class Day. Three class days are given to eligible First Classman. They are provided for job searches and commissioning preparation. They are not intended for casual leave. Unused class days may be transferred between the fall and spring semesters by permit.
 - (a) Class Days must be taken the semester following the term in which they were earned.

- (2) Academic Day. Academic days are earned for academic achievement and are intended as a reward for performance. They are for use as the Cadet wishes to include casual leave.
- (a) Cadets must have received no grade below C, no incompletes, and a GPA of 3.20 for the semester and have their name published in the official Dean's List Memorandum.
 - (b) All Cadets on the Dean's list that have a Withdrawal (W) in the immediately preceding semester will lose two (2) of the awarded academic days.
 - (c) One additional academic day is awarded at the beginning of each academic year to Cadets earning distinction in academic merit for achieving a 3.5 GPA for the previous academic year. Eligible Cadets must have received no grade below C, no incompletes, a GPA of 3.5 or higher for the previous academic year and have their name published in the official Distinguished in Academic Merit –Academic Stars Memorandum.

Class	1 st Class	2 nd Class	3 rd Class	4 th Class
Days Awarded	4	3	2	0

- (d) Stipulations.

[1] Days may not be added to any Furlough.

[2] Cadets desiring to take more than two consecutive days to miss class must submit an individual permit to the Commandant's office.

2. **DEPARTURE / RETURN GUIDELINES:** The amount of time Cadets are authorized to be on a day is dependent upon the time they sign out. Days may be combined with weekends and extended weekends. The chart below provides an overview as to when Cadets may sign out on days and weekends and when they must return. The chart only provides a few examples of how Cadets may sign out and does not provide all possible combinations of days, weekends and extended weekends that may be taken.

If a Cadet Takes:	Cadet May Depart:	Cadet Must Return:
Day departing prior to Military Duty	May depart after BRC	Must return by Taps the same day
Day departing after military duty	May depart following military duty	Must return by Taps the following day
Extended Weekend	May depart following military duty Friday if there is no assigned duty on Saturday or Sunday	Must return by Taps Sunday night
Weekend	May depart upon CAD /CMD Saturday. Cadets may not depart prior to BRC	Must return by Taps Sunday night
Day plus weekend	May depart following military duty on Friday	Must return by Taps Sunday night
Two days plus weekend	May depart following military duty on Thursday, or, prior to military duty on Friday	Must return by Taps Sunday night

3. EMERGENCY LEAVE

- a. Granted in response to an unplanned departure due to serious illness, death, or other emergency in a Cadet's immediate family.
- b. May be granted by a Commandant's staff member, Officer-in-Charge, Infirmary personnel, Institute Counselor, or Chaplain.
- c. Emergency leaves may be granted for 72 hours. This time may be extended with Commandant and Dean's Office approval.
- d. Cadets must sign out if possible before departing on emergency leave.

4. **PERMITS.** Permits, when approved, allow Cadets to depart post to attend important events. Cadet **MUST READ & UNDERSTAND** the entire contents of the permit they sign out on before departing post. Failure to do so may result in a major penalty (See Chapter 13, Penalty: S0653).

- a. **Individual Permits.** Individual Cadets may submit permits for approval to depart post and attend special event such as graduations and weddings of immediate family members and other important life events.
 - (1) Individual Permits must be submitted to the Commandant's Office no less than four days prior to requested departure. Permits received inside of four days will be considered untimely and not be accepted.
 - (2) Cadets may not depart Post until receipt of the submitted permit with the stamp "approved" by the Commandant's Office.
 - (3) Individual Non-emergency permits may only be approved by the Commandant's Chief of Staff or Deputy Commandant in his absence. OC's may not approve individual permits.
- b. **Group Permits.** Group Permits may be submitted for approval for groups of two or more Cadets to depart post and attend special events such as Club Sport competitions and Academic Field Trips.
 - (1) Group Permits must be submitted to the Commandant's Office no less than four days prior to requested departure. Permits received inside of four days will be considered untimely and not be accepted.
 - (2) Cadets may not depart Post until receipt of the submitted permit with the stamp "approved" by the Commandant's Office.
 - (3) Group permits may only be approved by the Commandant's Chief of Staff or Deputy Commandant in his absence. OC's may not approve Group permits.
- c. **Standing Permits.** Standing Permits (example GP, FCP, Dine-by-invite) are maintained in ANNEX A to this Chapter (to be published separately). The Commandant reserves the right to update Standing Permits as required. Current versions are maintained on the myVMI Portal, under "Permits". Link: https://portal.vmi.edu/document_libraries/Custom Documents/Forms/Permits.aspx

CHAPTER 6 – OUT-PROCESSING

1. **OVERVIEW.** A Cadet can leave VMI for many reasons. In general, a Cadet departs because they voluntarily or involuntarily disenroll from the Institute, or they are pursuing Graduation requirements outside of VMI.
 - a. Reasons for not graduating include incompatibility with the Institute, where a Cadet determines that VMI is no longer their higher education choice. Enlistment in the Armed Forces, where a Cadet leaves to join the enlisted ranks in the military or transfer out, when a Cadet moves to another institution of higher education.
 - b. Reasons for pursuing graduation requirements outside VMI are attendance in the Study Abroad program, where a Cadet is involved in a VMI international education opportunity or completing graduation requirements elsewhere, where a Cadet completes the credits to graduate at another college (10 Hour Rule).
 - c. Regardless of the reason, a Cadet's decision to depart the Institute is a deliberate process.
 - d. Leaving the Institute with the intent not to graduate, is a lifetime decision requiring deliberation and counseling. Once warranted, the administrative separation to Out-Process from the Corps of Cadets can proceed which results in a Cadet being Dropped from the Rolls of the Institute. All Cadets begin this process at the Company level and then proceed to the Commandant's Office.
2. **OUTPROCESSING PROTOCOLS (ALL CLASSES).** Out-processing procedures are managed by the Chief of Staff's Administrative Assistant for Accountability completes the out-processing packet. All Cadets, regardless of Class or reason for departing, carry out these protocols in a courteous manner while maintaining professional integrity.
 - a. When a Cadet desires to disenroll from VMI, then the first step is counseling. Resources are available to the Cadet such as the Dyke system for New Cadets/Rats, the Chain of Command, the Cadet's Faculty Advisor, the Corps Chaplain, and Cadet Counseling Center. The second step elevates to the Commandant's Office. The Company Tactical Officer counsels the Cadet and schedules a counseling session with the Deputy Commandant or Commandant before any administrative process begins.
 - (1) Once a determination is made to separate, the Cadet provides a typed request to be released with detailed explanation.
 - (2) If the reason for leaving involves violations of VMI Regulations of General Orders, then the case is expedited to the Commandant.
 - b. When a Cadet desires to pursue graduation requirements, the Cadet out-processes administratively with intent to graduate. This involves Study Abroad or the 10 Hour Rule.
 - c. Regardless of matriculation class, all Cadets will complete out-processing documentation in this order:
 - (1) Out-processing Departure Resignation Form (Annex 1, Chapter 7)
 - (2) Out-processing Departmental Signature Form (Annex 2, Chapter 7) OR Out-processing Departmental Form Absentia (Annex 3, Chapter 7)
 - (a) The following departments must be cleared in person prior to Cadet departure, in any order, except for Armory and Barracks: **Armory (first report), ROTC, Laundry, Military Store, Registrar's Office, Company Tactical Officer/Staff Supervising Officer, Academic Advisor/ Department Head, Barracks/Trunk Room (last report).**
 - (b) The following departments must be contacted electronically or via telephone: **Cadet Accounting, Office of Financial Aid.**
 - (c) The following offices must be cleared on an as-needed basis, per the specific Cadet activities: **Athletic Office, Regimental Band/Pipe Band, Preston Library, Office of International Programs, Bookstore, Cadet Counseling Center, Dean's Office, Physical Education.**
 - (3) Upon completion of the Departmental Signature Form, the designees for turning in this documentation is in this order: **Administrative Assistant for Accountability, Corps Adjutant, Evening Officer in Charge (after hours).**
 - a. **After turning in the Departmental Signature Form, all Cadets will report to either the Commandant or the Deputy Commandant before departure.**

7. NEW CADETS (Rats)

- a. During Break-In: All new Cadets (Rats) wishing to out-process during Break-In will be escorted from company training to the office of the Administrative Assistant for Accountability by Cadet Government Cadets or Regimental S1 Cadets.
- b. From the end of Break-In until the completion of the Ratline: All new cadets (Rats) will report independently to the Administrative Assistant for Accountability. New cadets (Rats) will then be escorted about Post by a member of the Regimental S1 Staff.
- c. From completion of the Ratline until the end of Fourth-Class year: All Fourth-Class Cadets will report independently to the Administrative Assistant for Accountability, and then will conduct out-processing themselves.

8. UPPER CLASS CADETS

All Upper-Class Cadets will report independently to the Administrative Assistant for Accountability, and will conduct out-processing themselves.

9. OUTPROCESSING IN ABSENTIA

- a. All Cadets wishing to out-process from VMI after hours complete Section I of the Out-processing Departmental Form Absentia.
- b. All Cadets unable to return to the Institute, or who neglect to return to collect personal effects, will be out-processed in absentia. Cadets out processed in absentia are responsible for contacting all pertinent offices listed above, and are fiscally responsible for Institute property not returned to VMI. VMI assumes no responsibility for Cadet property left in Barracks, Trunk Rooms, Laundry, PE lockers, Athletic lockers, or elsewhere.
- c. All Cadets out-processing in absentia are responsible for coordination/shipment of personal belongings. All out-processed Cadet personal belongings left on Post in excess of 30 days will be disposed/donated as appropriate.

10. CADETS NOT RETURNING FOR THE NEXT SEMESTER

- a. Regardless of reason/status, all Cadets not returning for the following semester must out-process with the Administrative Assistant for Accountability. These Cadets include the following:
 - (1) Study Abroad
 - (2) 10-Hour Rule
 - (3) Transferring Institutions

CHAPTER 7 – FURLOUGH DEPARTURE

1. ACCOUNTABILITY

- a. Cadets are required to sign out on a computer in barracks prior to departure for furlough. Cadets may sign out any time after completion of their last required accountability formation (e.g. class, BRC, etc.) and depart Post immediately.
- b. Cadets must depart barracks at a time determined by the Commandant's office. Cadets awaiting transportation after this time must clear their rooms and move to Old Barracks Arch or the Visitors Center.
- c. Barracks is closed during furloughs.
 - (1) No one is allowed to stay in barracks.
 - (2) No Cadet may return to barracks prior to the published reporting times as determined by the Commandant's office.
 - (3) Cadets must return from furlough with a proper shave and haircut as appropriate.

2. EQUIPMENT

- a. Weapons.
 - (1) All VMI issued weapons are returned to the armory prior to furlough departure.
 - (2) Cadets must turn in their own weapon.
 - (3) All weapons will be cleaned prior to turn in.
- b. Cadets must contact the QMD or tailor shop regarding uniform discrepancies prior to furlough departure.
- c. Cadets will clean their trunk room area prior to departure.

3. SPECIALS. All Special Reports – whether Cadets have received them or not - and Form 24s must be answered prior to furlough departure.

4. UNIFORMS. Upper-class Cadets can depart/return for Thanksgiving and winter furlough in civilian clothes. New Cadets (Rats) must depart and return in gray blouse. All Cadets can depart/return in civilian clothes for spring/summer furlough.

5. ROOM CLEARANCE

- a. Rooms must submit any work orders for broken items in room.
- b. Rooms must be cleared IAW the furlough Barracks Closeout Order (MI order. Hays must be rolled and placed in chairs).
- c. Rooms are inspected by an Institute official the day the last room occupant departs.
- d. Once cleared, a clearance sheet is placed in the door's center windowpane.
- e. All windows must be secure, via zip-ties if necessary.
- f. Transoms must be closed and locked.

6. LATE RETURN

- a. Cadets unable to return on time due to unexpected delays must notify the Commandant's office (540) 464-7313 or Officer-in-Charge (540) 464-7692 or Guard Room (540) 464-7294.
- b. Notification does not excuse the Cadet's absence.
- c. Late returning Cadets must submit a Form 24 to the Commandant's office upon return.

CHAPTER 8 – PRIVILEGES OVERVIEW

1. GENERAL COMMITTEE (GC) CLASS

- a. Cadets' GC Class determines their privileges.
- b. For the purpose of privileges, GC Class is usually, but not always, the Class with which a Cadet matriculates. The Commandant's office will reassess the Class standing of Cadets who return to VMI after they resign, are academic or discipline suspensions, or left VMI for other reasons.

2. FULL CLASS PRIVILEGES (New Cadets [Rats] do not have full class privileges.)

- a. Cadets must have no restrictions to take advantage of the leave privileges (days and weekends) outlined in the below table.
- b. Cadets have full Class privileges unless they:
 - (1) Are on conduct probation.
 - (2) Are on academic probation.
 - (3) Are on confinement.
 - (4) Have any amount of penalty tours.
 - (5) Are on GIM Status.

3. PRIVILEGE LIST

The following table provides information regarding which privileges are authorized by class.

	1 st Class	2 nd Class	3 rd Class	New Cadets
Class Weekend	4 per 1 st semester 6 per 2 nd semester	3 per 1 st semester 5 per 2 nd semester	2 per 1 st semester 4 per 2 nd semester	0 per 1 st semester 2 per 2 nd semester
Class Days	3 per semester	None	None	None
Academic Days	4 per semester if earned	3 per semester if earned	2 per semester if earned	None
Late Study	Until 0130hrs in Ac buildings	Until 0130hrs in Ac buildings	Until 0030hrs in Ac buildings	None
Other Privileges	<ul style="list-style-type: none"> Vehicles Civilian clothes in room (properly stored) First Class Permit GP Friday night 	GP Friday night	None	None

CHAPTER 9 – MOTOR VEHICLES

1. **OPERATING OR MAINTAINING A VEHICLE WHILE A CADET AT VMI.** All operations concerning the operations and registration of motor vehicles on Post is governed by General Order #24. Any Cadet operating a vehicle on Post is responsible to know and adhere to this policy.
2. **AUTHORIZATION OPERATION OF MOTOR VEHICLES.** Individuals falling into one of the three categories listed below are the only cadets authorized to operate or maintain a vehicle in Rockbridge County.
 - a. 1st Class Cadets with full class privileges.
 - b. 2nd Class Cadets during Ring Figure weekend IAW approved Ring Figure Permit.
 - c. Authorized Reservists or National Guard members.
 - (1) Drilling cadets must submit individual permits to receive authorization to maintain and operate a vehicle within the county.
 - (2) Vehicles may be operated only when attending drill or on authorized leave (day or weekend)
 - (3) New cadets are not eligible for the Reserve Component Vehicle Use Permit anytime during their first year at VMI.
3. **OPERATION EXCEPTIONS.** New cadets, 3rd and 2nd Class Cadets may operate a vehicle in Rockbridge County:
 - a. During furloughs.
 - b. When accompanied by a parent, guardian, or faculty member.
 - c. A Lexington or Rockbridge County resident.
4. **REGISTRATION.** All cadets authorized to have a vehicle must register their motor vehicles with the VMI Police through Post View, First Class Parking, prior to bringing it into the county in accordance with GO #24. Cadets must register their vehicle regardless of if they park on or off Post.
 - a. Following registration:
 - (1) Cadets will receive a parking decal in their mailbox
 - (2) Cadets will receive a Hang Tag from the Parking Cadet in Charge that designates which parking lot the vehicle is to be parked in.
 - b. Drilling Reservists or National Guard members of other Classes authorized to maintain a motor vehicle on Post, do not have access to the Post View registration process and are required to register their vehicle at the VMI Police facility: 301 Letcher Avenue.
5. **PARKING:** Cadets must park their vehicles in the designated Cadet parking areas to be published by the Parking Cadet-in-Charge (CIC). Route 11 is not an authorized parking location. Cadet parking areas are limited to those areas identified by the Institute on Post and at remote locations off Post. The identified Cadet parking areas have been coordinated with local governmental bodies to protect Cadet vehicles, as well as preserve parking areas around VMI for local residents and their guests.
 - a. The Institute reserves the right to change or restrict parking areas due to construction or other reasons.
 - b. Cadets may temporarily park in the marked loading/unloading area on the Washington Arch side of barracks for no more than 10 minutes prior to departing or returning from leave/furlough.
 - c. In addition to State traffic laws prohibiting parking in unauthorized areas, Cadets are not permitted at any time to park in the following locations:
 - (1) Letcher Avenue except for loading/unloading Washington Arch side of Barracks.
 - (2) In parking areas designated for residential parking for Post quarters residents.
 - (3) On the Parade Ground or in the “nose-in” parking spaces around the Parade Ground.
6. **LOSS OF PRIVILEGE:** Cadets may lose the privilege of maintaining a car at VMI for:
 - a. Being on Conduct Probation.
 - b. Two parking or moving violations on Post.
 - c. Misuse of the vehicle privilege.

CHAPTER 10 – CADET DISCIPLINARY PROCESS

1. **GENERAL.** VMI Cadets are held to high standards of conduct established by this Regulation. Cadets whose conduct is found in violation of the established regulations for the government of the Institute receive one or more of the following penalties: Demerits, Penalty Tours, Confinement, Academic Probation, Conduct Probation, Suspension, or Dismissal. Penalties are assigned according to the nature of the violation. Delinquencies are officially recorded and remain in the permanent record of the Cadet. In accordance with this Regulation, any cadet who earns a secondary disciplinary suspension will be dismissed.
2. **TYPES OF DELINQUENCIES.**
 - a. Academic; see Regulations for VMI, Part IV: Academic Regulations.
 - b. Hazing, Sexual Harassment, Sexual Misconduct, or Retaliation; see VMI General Orders and Regulations.
 - c. Good Order and Discipline; see the Regulation for the Order and Discipline of the VMI Corps of Cadets, “The Blue Book”.
3. **REPORTING GOOD ORDER AND DISCIPLINE DELINQUENCIES.** All cadets are expected to correct breaches of regulations when and where observed. Reports of violation shall be based on first-hand knowledge of evidence of violations. Notwithstanding the provisions herein, allegations of sexual harassment, sexual misconduct, retaliation or discrimination should be brought to the VMI Title IX Coordinator immediately.
 - a. All members of the faculty and staff will enforce these regulations, and all may report cadets for violations.
 - b. Reports received by the Commandant’s Office from community members and/or organizations involving Cadet misconduct will be reviewed/investigated for potential violations of this regulation.
 - c. The cadet Officer of the Day (OD) is certified to investigate violations and to report cadets he/she determines to be in violation of regulations.
 - d. Cadets performing official duties in ranks may report other cadets under their jurisdiction for violations.
 - e. Cadet first and second classmen with rank may report other cadets for violations when observed.
 - f. Any other Cadet wishing to place someone on report must go through their proper Cadet chain-of-command.
 - g. Cadets must place themselves on report via Form 24 to the Commandant’s Office when a breach of permit occurs, improperly marked door card, or not being in an authorized location or not in an “all right” status. See Chapter 12 for details on the Form 24.
4. **ANSWERING REPORTS.**
 - a. **Minor Penalties.** Violations that are minor in nature and rate only demerits and/or PTs as indicated in Chapter 13 of this regulation are automatically posted to the Cadet’s Demerit Tape.
 - (1) Cadets should check their Demerit Tape frequently to preclude unwarranted penalties.
 - (2) Cadets who believe a penalty is improper may submit a Demerit Adjustment Form to the Commandant’s office at any time during, but not later than 72 hours after the closeout of each demerit period. After that time, demerit adjustment forms will not be accepted.
 - (3) Cadets may transfer major-minor demerits to another cadet if the other cadet is actually responsible for the demerits and consents to the transfer. Cadets may not accept demerits from another cadet “to help” them out.
 - b. **Major Penalties /Special Reports.** A Special Report is a summons from the Commandant to Cadets charged with a delinquency. Violations that are more substantial in nature and rate a numbered penalty as indicated in chapter 13 of this regulation will receive a Special Reports. See Chapter 12 for details on Special Reports.
5. **APPEALS.** Cadets receiving any penalty have the right to appeal to the next higher authority. Cadets have five business days to file an appeal. Any appeal made after five days may be considered untimely and will not be accepted. The Commandant is the final appeal authority for this regulation. However, breaches of conduct that warrant suspension, dismissal, or violate applicable General Orders are appealed to the Superintendent.

- a. Appeals of disciplinary suspension or dismissals follow the appeal process outlined in the governing General Order.
 - b. Appeals of disciplinary suspension or dismissals recommended by the Commandant follow General Order procedures.
 - c. Appeals of assigned penalties and/or loss of rank/position by Cadet Government Organizations (GC, OGA, CEA, EC) are submitted in writing to the Commandant within five business days of the penalty being assigned. Appeals should include additional evidence that was not presented during the initial adjudication. The Commandant will review all appeals and will determine if a formal review is required (See investigations).
6. **INVESTIGATIONS.** The Commandant has the inherent authority to investigate any matter under the Commandant's authority for the purpose of furthering the good order and discipline of the Corps of Cadets. The Commandant can direct an investigation and can appoint an Investing Officer to complete the investigations and submit a report containing facts and recommendations.
- a. Investigations directed by the Commandant generally follow procedures as defined in Army Regulation 15-6, which establishes procedures for conducting preliminary inquiries, administrative investigations, and boards of officers when such procedures are not established by other regulations or directives.
7. **AMNESTY:** The President of the United States or the Governor of Virginia may suspend confinement and penalty tours. The Order to do so defines the scope and applicability of the Amnesty. Amnesty does not affect demerits, Penalty #1, specified General Orders related penalty, or Academic/Conduct Probation, and may have other applicable conditions.

CHAPTER 11 – DEMERITS

1. DEMERIT TERM

- a. The Commandant's Headquarters determines the number of Demerit Periods per semester.
- b. Demerits acquired by New Cadets (Rats) in the first Demerit Period do not count towards excess, conduct probation or suspension.

2. EXCESS DEMERITS BY PERIOD

- a. Cadets accruing more than 20 demerits, (an average of 5 demerits per week over a month), during a term are considered excess.
- b. Excess Cadets are assessed penalty tours in accordance with the chart below and lose class privileges until PTs are marched off. Cadets in excess of 20 or more demerits will only receive 12 PTs.

DEMERITS RECEIVED	PTs ASSIGNED
21	1
22	2
23	3
24	4
25	5
26	6
27	6
28	7
29	7
30	8
31	8
32	9
33	9
34	10
35	10
36	10
37	11
38	11
39	11
40+	12

3. EXCESS DEMERITS BY SEMESTER

- a. New Cadets accruing more than 80 demerits in a semester are placed on conduct probation for the entire following semester.
- b. Third, second, and first class Cadets accruing more than 75 demerits in a semester are placed on conduct probation for the entire following semester.
- c. First class Cadets accruing more than 75 demerits during the second semester of their last year are immediately placed on conduct probation.
- d. A Cadet placed on conduct probation for excess demerits may submit a written request to the Commandant's office to have the probation lifted early, if the Cadet receives zero demerits for two consecutive periods.

4. **SUSPENSION**

Cadets accumulating more than 100 demerits during a semester are recommended for suspension to the Superintendent. A Cadet placed on conduct probation for going excess in two consecutive semesters may be suspended for a pattern of malfeasance.

5. **DEMERIT CREDIT**

Cadets receiving less than 8 demerits in a period receive Demerit Credits in accordance with the chart below. Demerits are credited to the total balance at the end of each semester and not the end of each period.

DEMERIT CREDIT	DEMERIT RECEIVED
8	0
7	1
6	2
5	3
4	4
3	5
2	6
1	7

6. **DEMERIT ADJUSTMENT**

- a. Cadets may submit a Demerit Adjustment Form to the Deputy Commandant's office in order to re-evaluate the circumstances that warranted the demerit(s).
- b. Adjustment forms are submitted immediately. They will only be accepted within 48 hours after the period ends.
- c. A Cadet may transfer demerits to another Cadet if the other Cadet is the person legitimately responsible for the offense, and the other Cadet consents to the transfer. Cadets may not "give away" demerits to another Cadet willing to accept them.

7. **RUNNING THE DEMERIT PERIOD**

- a. Cadets who receive zero demerits during a demerit period (i.e., no demerits received before any credits are given) are considered to have "run the period". There is an administrative delay required to calculate demerit totals for any given period and this administrative closing date is when the official and final demerit count is determined. Cadets without any demerits as of that date are entitled to one Extended Weekend.
- b. New Cadets (Rats) are not eligible to use these privileges until the demerit period following completion of the ratline.
- c. All privileges associated with this must be taken during the next demerit period following the period in which they were earned. Exceptions: There is no privilege for running the eighth and final period of the year.

CHAPTER 12 – SPECIAL REPORTS & FORM 24

1. OVERVIEW

- a. A Special Report is a summons from the Commandant to Cadets charged with a violation that could result in a penalty including confinement and/or PTs. Any institute official or Cadet captain may place a Cadet on report. Any other Cadet wishing to place someone on report must go through their proper Cadet chain-of-command.
- b. The report informs Cadets:
 - (1) What regulation they are accused of breaking.
 - (2) The “reporting official.” This is the identity of the accuser.
 - (3) The date the offense allegedly took place.
- c. All Special Reports are answered within 96 hours of receipt unless otherwise indicated.
 - (1) Cadets may not depart Post on authorized leave (including furloughs, days, and weekends) or permit with an unanswered Special Report or signing off on confinement. This restriction does not apply to Special Reports received after 1200 on Friday or the day of furlough departure.
 - (2) The 96-hour deadline is extended for Cadets in the infirmary and Cadets off Post on an approved permit.
 - (3) Cadets unable to meet the 96-hour deadline for any other reason must request an extension from a member of the Commandant’s office.
 - (4) Graduating Cadets who fail to answer all Special Reports and complete any assigned penalty will not be allowed to participate in the Graduation Ceremony.

2. FILLING OUT THE REPORT

- a. The Special Report provides Cadets the opportunity to document a response to the infraction with which they have been charged.
- b. Cadets must write one of three responses on the report.
 - (1) Correct. Used when the report is correct and there are no mitigating circumstances surrounding the incident.
 - (2) Correct but wish to explain.
 - (a) Used when the Cadet has knowledge of the incident but mitigating circumstances exist.
 - (b) Also used if the Cadet believes the answering official requires additional information to make an informed decision.
 - (c) The details of the offense, or points of clarification, must be written neatly on the back of the Special Report or preferably typed on an accompanying attachment.
 - (3) Incorrect as Stands.
 - (a) This response is used when the Cadet has no knowledge whatsoever of the offense and is not connected to it in any way.
 - (b) It is also used when the Cadet has no association but does have knowledge of the origins, nature or details of the offense (i.e., was present at the formation, event, etc.).
 - (c) An explanation is required. The details of the offense, or points of clarification, must be written neatly on the back of the Special Report.
- c. Cadets digitally approve/sign the Special Report certifying their response is correct.

3. FORM 24

A Form 24 is the means by which Cadets place themselves on report. It is primarily used for breach of permit, not being in an authorized location, not in an “all right” status, being improperly signed out, or having an improperly marked door card. Cadets have 24 hours from the time of the infraction to submit the Form 24 to the Deputy Commandant who will then issue a Special Report if required. Cadets unable to meet the 24-hour deadline for a Form 24 must request an extension via email to the Deputy Commandant within 24 hours of the offense.

4. ANSWERING REPORTS

Cadets initially answer all Special Reports to the Deputy Commandant. The Deputy Commandant. Reports are answered at prescribed times posted in advance weekly. In the event a Cadet is unable to answer during the designated times within the 96-hour period, they must coordinate with the Deputy Commandant for an alternate time.

- a. Cadets must report in and out properly while answering Special Reports.
- b. If explanations of reports are made, they shall consist of a straight forward recital of all facts connected with the offense, or connected with the intentions of the cadet, such as may be necessary to provide a full and complete understanding of the case. A cadet who offers a partial recounting of events as a full and complete explanation or provides evasive or misleading answers may be viewed as attempting to deceive an official of the Institute.
- c. Correct reports shall be answered: “Sir, the report is correct.” Correct reports may be explained if there are mitigating circumstances. (“Correct, but wish to explain”).
- d. Incorrect reports shall be answered: “Sir, the report is incorrect.” This answer shall be understood to mean that the cadet is certain that they are not connected with the violation of the regulations as stated in the report and therefore does not believe that the report pertains to them in any way. A cadet who had been unaware of them being reported until their name appeared on a delinquency sheet is expected to determine who reported them and to determine the circumstances before they answer such a report as incorrect. Names of reporting officers or cadets are on file in the Commandant’s office.
- e. When answering special reports, cadets shall put all explanatory facts in writing on the report. Answering “correct but wish to explain” without a written explanation is unacceptable.
- f. A cadet shall not be required to answer a special report involving conduct which is also the subject of a pending criminal prosecution against the cadet or where the conduct charged, if admitted, would place the cadet in actual jeopardy of criminal prosecution. In the event a cadet elects not to answer a special report for the reason stated above, the Institute may nonetheless proceed and make such determination on the special report as warranted by the available evidence, provided that the determination shall not be based, in any measure, on the cadet’s election not to answer.

5. UNIFORM AND APPEARANCE

- a. Cadets wear gray blouse or other uniform as dictated by the Commandant or Deputy Commandant when answering Special Reports.
- b. Dykes accompany New Cadets (Rats) when answering Special Reports during the fall semester.
- c. Cadets report with an “inspection ready” appearance.

- 6. PENALTIES:** The following table provides details of penalties that maybe assessed when Special Reports are answered. Listed penalties are guidelines only. The specific penalty is assessed based on the exact circumstances surrounding the report and other factors at the discretion of the Deputy Commandant, Commandant, and/or Superintendent:

PENALTY NUMBER	NUMBER OF DEMERITS	LENGTH OF CONFINEMENT	NUMBER OF PENALTY TOURS	ADDITIONAL RESTRICTIONS & PENALTIES
1	15	4 Months	60	1 semester Con Pro & Substance Abuse Assessments (if alcohol related), Loss of rank, position + Suspension if on Con Pro
2	10	4 Months	55	Loss of rank, Suspension if on Con Pro
3	10	3 Months	50	Loss of rank, Suspension if on Con Pro
4	10	2 Months	40	Loss of rank (at discretion of Commandant), Suspension if on Con Pro
5	10	6 Weeks	30	Loss of rank (at discretion of Commandant), Suspension if on Con Pro
6	10	1 Month	20	
7	10	3 Weeks	15	
8	10	2 Weeks	10	
9	5	1 Week	5	
10	5	0 Weeks	5	

- a. Unless otherwise noted, penalties are effective immediately after the Special Report is answered and the penalty ends at BRC on the last day of confinement.
- b. Penalties and restrictions in effect at the end of the school year carry forward to the next school year.
- c. Cadets, who depart VMI for any reason, and later return, still serve outstanding penalties.

- 7. LOSS OF RANK:** The loss of rank for penalties #1 thru #5 may be appealed to the Commandant.

CHAPTER 13 – OFFENSES

CODE	VIOLATION	PENALTY
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CONDUCT RELATED OFFENSES**ARMS, Firearms, or Weapons (Institute/Government Issued)**

S0121	Damaging or mishandling	#5
S0123	Discharging without authority	D - #5
S0125	Pointing at another Cadet	#9 - #10
S0124	Grossly neglecting rifle maintenance	#9 - #10
S0126	Misplaced	#5 - #7
S0127	Losing	#1 - #5
S0128	Removing from Post without authority	D
S0129	Not turning in or picking up when directed	#9 - #10

ARMS, Firearms, or Weapons (Privately owned)

S0141	Unauthorized on Post (not stored and registered in armory or guard room)	D - #9
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AUTOMOBILES/MOTORCYCLES/MOTOR VEHICLES

S0220	Failure to register	#5 - #7
S0221	Failure to display decal	#5 - #7
S0222	Maintaining or operating after loss of privilege to keep on Post	#1 - #2
S0225	Unauthorized Parking on Post or RTE 11: First offense	#7 - #9
S0226	Unauthorized Parking on Post or RTE 11: Second offense	#5 - #9 + loss of privilege
S0227	Unauthorized maintaining or operating of automobile (3rd and New Cadets (Rats)/4th First Classman)	
	First offense	#5 - #7
	Second offense	#1 - #2

ASSAULT & BATTERY

S0150	Physical or Sexual	D - #5
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ATTEMPTING TO DECEIVE

S0161	Attempting to Deceive Institute Officials and/or members of the Guard	D - #4
S0180	Malingering, making a false official statement	D
S1010	Lying	D

AUTHORITY

S0340	Conspiring against and/or showing gross disrespect to authority	D - #1
S0200	Unauthorized assumption or abuse of	#5 - #7
S0202	Gross assumption of	S - #5
S0201	Circumventing the chain of command	#5 - #9
S1200	Moving Rooms without authority from the Class Historian and the Commandant's Office	#9 - #10

BREACH OF PERMIT (Also see "Late Return")

S0240	Breach of Permit	D - #10
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CELL PHONES

S0278	Using cell phone while moving outside of barracks	#8 - #10
S0279	Unauthorized use in class or public forum	#8 - #10
S0280	Cell phone improperly worn/displayed on uniform	#9 - #10

CONDUCT, UNBECOMING OR INCONSISTENT WITH VMI VALUES**(ON or OFF POST) as defined by General Order #13**

S0360	Dangerous, malicious, injurious, or demeaning	D - #4
S0361	Discourteous or inattentive in class or elsewhere	#5 - #9
S0362	Engaging in lewd, vulgar, profane, or obscene behavior or activity	D - #10

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S0363	Tolerating discrimination, sexual harassment, and sexual misconduct.....	D - #10
S0364	Unbecoming a Cadet or coercing such conduct by other Cadets.....	D - #6
S0365	Violating dating and fraternization policies.....	D - #5
S0367	Inappropriate displays of affection in public.....	#5 - #9
S0368	Inappropriate physical contact (romantic or otherwise) between Cadets	#5 - #9
S0369	Violating Cadet-to-Cadet professional relations.....	#5 - #9
S0370	Engaging in proscribed sexual activity or cohabitation	D - #5
S0371	Disrespect to another Cadet based on their membership in a protected class (i.e. gender, race, religion, color, ethnicity, etc.) as defined by General Orders #13 & #16	D - #9
S1301	Sleeping or distractive behavior during a public lecture.....	#8 - #9
S1135	Pornographic materials (Print or online) openly displaying or disseminating.....	D - #5
S0372	Harassing, bullying, or intimidating another Cadet.....	D - #10
S0373	Retaliation as defined by General Order #90.....	D - #10
S0947	Conduct anywhere such as to discredit uniform or Institute	#5 + Conduct Probation
S0800	Hazing as defined in General Order #52	D - #2

DEFICIENCY IN CONDUCT

S0480	By accumulating more than 100 demerits in any semester	S - Review Board
S0481	As shown by repetition of same offense or continued disregard of regulations.....	D - #6
S0544	By a First classman exceeding 76 demerits in final semester	S - Review Board

DISOBEDIENCE / DISTURBANCES / MISCONDUCT

S0540	Disobedience of lawful orders.....	D - #9
S0900	Interfering with any formation.....	#7 - #9
S1240	Running from/evading OC, OD, or Institute official (when ordered to stop).....	S-7
S0625	Endangering self or others.....	D - #5
S1420	Trifling with member of guard	#8 - #10
S1460	Urinating not in latrine.....	#5 - #8
S1461	Failing to participate in emergency management activities (fire drills, active shooter drills, etc.) ..	#5 - #10
S0460	Defacing, Destroying, and/or losing Institute, private, or public property.....	D - #9
S0600	Individual or group disturbances or dangerous, riotous, insubordinate, or injurious actions	#4 - #10
S1220	Being on the roof of any building without authority	S - #7
S1340	Spitting in public or in barracks.....	#7 - #9
M2280	Sunbathing outside of authorized area (visitors section of Foster Stadium).....	5 demerits
S0960	Language Unbecoming a Cadet	#5 - #8
S0961	Excessive profanity	#6 - #10
S1380	Tampering or Damaging VMI power or communications/Internet system.....	D - #4
S1230	Crossing route 11 at other than 2 bridges, Kilbourne Hall tunnel, or Cameron Hall crosswalk.....	#9 - #10
S1232	Crossing routes, roads, and public highways in an unsafe manner.....	#9 - #10
S1250	Failure to salute	#9 - #10
S1251	Careless or improper Salute	#10
S1343	Disposing of trash, litter, or food waste inappropriately in or outside of barracks.....	#8 - #10
S1140	Refusing to answer official, non-self-incriminating.....	D - #7
S0277	Defying CCQ in Barracks.....	#5 - #8
M1643	Intentional Falling out during Parade, Formation, or March down	#7 - #10
M1644	Unintentional Falling out during Parade, Formation, or March down	#9 - #10
S1000	Loss and/or misuse of Federal or Institute property	#1 - #5
S1045	Loss of military bearing.....	#5 - #9
M0081	Riding bicycle/skateboard/hoverboard, etc. on stoop	5 demerits
M1520	Loitering on stoop after Taps.....	3 demerits
M1521	Loitering in Courtyard (improper conduct)	3 PTs or 5 demerits
M2481	Exiting/entering through exterior window	5 demerits

DISRESPECT

S0580	To Institute officials & Cadet Leadership.....	D - #9
S0587	To the Flag/Colors.....	#7 - #10
M0960	Walking on grass in Memorial Gardens	2 demerits

DRUGS OR DRUG PARAPHERNALIA

S0620	Unauthorized possession, use or distribution as defined by General Order #53.....	D
S0619	Refusal to take a drug test.....	D
S0626	Allowing/Tolerating drug use, possession, or trafficking	D - #6

FAILURE TO COMPLY

S0681	To answer Special Report or Submit Form 24 within 96 hours/4 business days	#9
S0682	To coordinate class absence with professor prior to taking day or weekend	#9
S0683	To inform self of contents of permits, regulations, orders, bulletins, or SOP's	#6 - #9
S0692	To clear Post/barracks properly	#5 - #9
S0100	To keep appointment with faculty/staff, failure to show when requested	#5 - #9
S0104	To comply with Status Checks	D - #9
S0102	Refusal to cooperate in an ongoing investigation	D - #5
S0103	To march to BRC/SRC and/or enter Crozet Hall when not authorized	#8 - #10
S0680	To comply with Standard Operating Procedures (SOPs).....	#6 - #9
M0920	Forming incorrectly; Standing in wrong spot, in ranks	2 demerits
M0760	Failure to turn in or pick up equipment when directed	5 demerits
M0761	Not having correct equipment at formation when directed.....	5 demerits

FIRE

S0700	Starting a fire on post.....	D - #4
S0701	Damaging, impeding, mis-using or sabotaging fire systems or alarms.....	D
S0702	Wrongful setting off Fire Alarm or Emergency Phone	#5 - #9
S0720	Wrongful destruction or discharge of fire extinguishers	S - #7
S0660	Possession or use of explosives or fireworks	D - #7

GUARD, member of

S1082	Neglect of Duty by member of the Guard	#2 - #9
S0501	Desertion by Sentinel on Post.....	#3 - #7
S1085	Late for guard shift.....	#5 - #9
S1300	Sleeping while on guard duty	#6 - #8
S0802	Wearing headphones while on guard	#5 - #8
M1000	Failure to know general orders	5 demerits
M1001	Leaving guard room without authority.....	5 demerits

GUARD ROOM

M1040	Behind counter in guard room, not on duty.....	3 demerits
M1041	Improperly dressed in guard room.....	3 demerits

INTERNET/COMPUTER

S0920	Unauthorized/inappropriate use of / violation of General Order #50.....	#5 - #9
S0922	Sending or passing on a mass email without authority.....	#5 - #9
S0927	Using another Cadet's computer, account, or ID # without authorization	#5 - #7
S0929	Failure to check VMI email account daily.....	#9 - #10

INTOXICANTS

S0940	Introducing, possessing, or consuming on Post	S - #1 + Conduct Probation + Subst. Abuse Assessment + if applicable, Loss of Rank, Class leadership position, and Dyke Privileges review
S0941	Second alcohol offense (any type).....	S - #1
S0944	Third alcohol offense (any type).....	D
S0945	Allowing another Cadet's alcohol use/possession in barracks or on Post.....	#5 - #9
S0946	Consuming underage off post	#1 + Conduct Probation + Substance Abuse Assessment or deferred to Law Enforcement
S0943	Providing to New Cadets	S - #5
S0948	Being under the obvious influence while on confinement or conduct probation	S - #5
S0949	S0940 offense underage.....	S - #1 + Conduct Probation + Substance Abuse Assessment or deferred to Law Enforcement
S0952	Providing to minors, less than 18 years of age	S - #5 or deferred to Law Enforcement
S0953	Being under the obvious influence and creates a disturbance	#1 - #5 + Conduct Probation + Substance Abuse Assessment or deferred to Law Enforcement

if applicable, Loss of Rank,
Class leadership position,
and Dyke Privileges review

MANUAL OF ARMS

M1600	Executing carelessly or improperly	2 demerits
M1601	Improper saber manual.....	2 demerits
M1641	Improper procedure during Parade or Formation	2 demerits

NEGLECT OF DUTY

S1092	Neglect of Duty	4 - #10
S1080	Intentional or habitual neglect of duty	D - #7
S1086	Cadet in charge of formation or group	#2 - #10
S1089	Failure to take proper accountability	#8 - #9
S1090	Failure to fulfill duties of leadership positions	#4 - #8
S0912	Not prepared for formal inspection on the bricks	#8 - #10

NEW CADETS (Rats), offenses against

S1102	Conducting or encouraging unauthorized Ratline Activities.....	D - #7
S1103	Encouraging or requiring breaking of Institute regulations.....	D - #7
S1104	Fraternizing with.....	#5 - #7
S1141	Failure to intercede when witnessing Ratline abuse	D - #9
S1120	Failure to supervise and educate New Cadets (Rats) on Institute regulations	#5 - #9
S1119	Falling a new Cadet out of formation	#8 - #10
S1117	Abuse or wrongful New Cadet (Rats) Mentor Relationship (Loss of Privilege).....	D - #3
S1121	Banishing or casting out a new Cadet	#5 - #7 + loss of dyke privilege
S1123	Extorting meals or services from a new Cadet	#5 - #7 + loss of dyke privilege
S1124	Shaking down a new Cadet or compelling under duress for a cut of their care packages or parcels.....	#5 - #7 + loss of dyke privilege
S1126	Undermining the authority of Cadre with new Cadets.....	#5 - #7 + loss of dyke privilege
S1128	Encouraging prejudicial behavior in new Cadets	#5 - #7 + loss of dyke privilege
S1129	Inciting new Cadets to physically abuse peers	D - #1 + loss of dyke privilege
S1118	Inciting to Riot	D - #1
S1105	Interfering with movements to and from duty.....	D - #8
S1109	Servitude: Mean-spirited and/or Menial service.....	#9
S1110	Accepting meals, gifts, favors	#5 - #9
	Visiting new Cadet's room or allowing or requiring new Cadets to visit upper class Cadet's room without authority:	
S1115	For purpose of discipline.....	#4 - #6
S1116	For Other.....	#7 - #8

NEW CADETS (Rats), offenses committed by,

S1170	Disrespect to Cadre, Cadet NCOs/Officers or Cadet Government officers	#5 - #9
S1171	Continual inattentiveness to Cadre instruction or directives	#9 - #10
S1172	Failure to execute legitimate orders with urgency and purpose.....	#9 - #10
S1188	Following illegal orders which violate Institute regulations.....	S - #8
S1175	Pattern of New Cadet indiscipline	S - #5
S1177	Entering or moving on the 3rd or 2nd stoop without authority	#5 - #9
S1178	Entering the room of a 2nd or 3rd classman to vandalize or harass occupants	S - #6
S1179	Inciting fellow New Cadets (Rats) to riot or create disturbances	S - #7
S1180	Fraternization with Upperclassmen.....	#5 - #9
M2440	Visiting During evening CQ in barracks (New Cadets (Rats) only).....	5 demerits

RANKS

S0841	Gross appearance in ranks.....	#5 - #8
S1160	Moving or talking during a parade or other public formation.....	#8 - #10
S1600	Intentional Falling out of Parade, Formation, or March down	#6 - #8 + Restricted to Post for 48 hours
S1601	Unintentional Falling out of Parade, Formation, or March down	#9 - #10 + Restricted to Post for 48 hours
S1162	Pattern of in-ranks indiscipline	#5 - #7 + Conduct Probation
M1760	Carrying unauthorized items in ranks	5 demerits
M1761	Laughing, moving, or turning head in ranks.....	2 PTs
M1762	Bouncing or out of step.....	2 demerits
M1763	Chewing gum/tobacco	5 demerits
M1764	Trifling	5 demerits

TOBACCO/TOBACCO PRODUCTS

S1325	Underage possession or use	#7 - #8
S1321	Use in unauthorized area	#9 - #10
S1323	Failure to dispose of properly	#9 - #10
S1324	Second Offense	#5 - #7

VALUES

S1600	Lacking sound judgment, failure to address an egregious act, & flagrant breach of VMI values.	S - #6
S1601	Failure to support the Cadet Honor System	D
S1603	Not being accountable for actions or words	D - #10
S1604	Failure to respect the rights and dignity of others	D - #10

VISITING, WITHOUT AUTHORITY

S1501	After Taps, in barracks	#8 - #9
S1502	After Taps, on Post	#8 - #9
S1503	Room orderly, allowing congregation in room after Taps	#8 - #9
S1506	Unwanted visitation, failure to leave a room when asked to do so	D - #7
S1507	Entering a locked office/building	S - #7
S1508	Visiting with civilians in wrong uniform	#8 - #9
S1509	Entering or moving on the 4th or 5th stoop without authority	#5 - #9

VISITORS, UNAUTHORIZED, PERMITTING/ESCORTING IN:

S1520	Barracks	D - #8
S1521	Mess Hall	#7 - #9
S1522	Academic Buildings or "Not All Right" locations	#5 - #9

SELLING in barracks without permission of the Commandant's Office

S1280	To Cadets	#5 - #8
S1282	Guard duty position to another Cadet	#7 - #10

ACCOUNTABILITY RELATED OFFENSES

ABSENCE ON POST

S0018	During Taps CCQ & Sunday Status Check	#5 - #9
S0019	During other status checks (Status Checks & Check Formations)	#6 - #8
S0020	Between Taps and Reveille	#5 - #9
S0021	Between Evening CQ and Taps	#5 - #9
S0010	From room unauthorized as per status and limits	#9 - #10
S0023	Formation or military duty	#5 - #9
S0026	From Mandatory Formation	#5
S0027	Absent from class (entire class period time frame)	#5 - #9 + notification to Sponsor

ABSENCE OFF POST

S0024	Between Taps and Reveille (suspension for second offense)	#5 - #9
S0025	Between Reveille and Taps	#5 - #7
S0038	During Taps CCQ	#5 - #9
S0039	During other status checks	#5 - #7

ABSENCE WITHOUT LEAVE (AWOL)

S0040	24 hours or longer	D - #5
	Less than 24 hours (see "Unauthorized Absence from barracks")	

ACCOUNTABILITY

S1283	Failure to sign out properly	#5 - #10
S1561	Signing out more than 30 minutes prior to departing post	#9 - #10

CONFINEMENT, Barracks, breach of

S0380	Barracks, breach of Visiting on Post	#6 - #10
S0381	Barracks, breach of Visiting off Post	D - #7
S0031	Failure to sign confinement checks when “all right”	add 1 Day + 1 demerit

CCQ (coming from an “all right” location)

M0320	On stoop during	5 demerits
M0321	In concourse, sinks, courtyard during	5 demerits
M0322	In another Cadet’s room during	5 demerits

DESERTION

S0500	Formation, class, or place of duty	#5 - #8
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LATE TO FORMATION / CLASS

M1360	less than 5 minutes	2 demerits
M1363	5-15 minutes	5 demerits

PERMITS

S0980	Late return from furlough or permit	#5 - #10
S1130	Submitting late or frivolous permit.....	#7 - #10

SIGNING IN OR OUT

M2044	Failure to sign in within 30 minutes of returning to post from an approved permit or furlough ...	5 demerits
M2045	Failure to sign out prior to start of formation	2 demerits
M0848	Failure to sign in or out properly or prior to start of formation	3 demerits

APPEARANCE & UNIFORM RELATED OFFENSES

ARMS

M0040	Bayonet, improperly worn	1 demerit
M0041	Bayonet, unauthorized use of	5 demerits
M0042	Dropping in ranks	5 demerits
M0043	Improperly maintained (dusty, excessive oil, lack of oil, lint, paint, minor rust spots)	5 demerits
M0044	Failure to know rifle number.....	2 demerits
M0046	Improper carriage.....	2 demerits
M0047	Improper manual.....	2 demerits
M0049	Rifle improperly assembled.....	3 demerits
M0050	Improperly displayed in room.....	3 demerits

BOOKS/BOOK BAGS/GYM BAGS

M0120	Left in unauthorized place.....	5 demerits
M0121	Wearing a backpack over the shoulder while in Class Uniform or better.....	3 PTs
M0122	Unauthorized Backpack or Gym Bag (must be all black or Red w/ VMI logo issued by Team)	5 PTs

CIVILIAN CLOTHING, wearing unauthorized articles

S0300	Off Post	#5 - #8
S0301	On Post.....	#7 - #10
S0302	In barracks (except for 1st Classmen, properly stored)	#8 - #10
S0303	Possession in barracks, academic buildings, locker rooms or other unauthorized locations	#9 - #10

CIVILIAN CLOTHING when authorized

S0321	In front of Barracks or Loitering in (more than 30 minutes), anywhere on Post.....	#9 - #10
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IMPROPER DRESS

S0850	Footgear unserviceable or unauthorized	#9 - #10
S0840	Improper Dress; Gross or inappropriate nature	#5 - #9
S0842	Improper Dress in BSR, Crozet Hall, Lejeune Hall, and academic buildings.....	#5 - #8

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S0843	Non-compliance with jewelry and/or cosmetics standards	#9 - #10
S0855	Non-compliance with body piercing standards	#5 - #9
S0844	Improper Dress Off Post	#4 - #10
S0801	Wearing headphones outside of barracks or during physical training	#8 - #10
S0780	Hair: Nonregulation (unauthorized style or improper)	#7 - #10
M1161	Hair not to standard (length and/or unkept/not combed/brushed)	3 PTs
M1162	Hands in pockets	5 demerits
M2490	Gray blouse unzipped above beltline and/or unclipped	#8 - #10
S0849	Wearing unbraced, improperly fitted, unserviceable uniform headgear	#9 - #10
S0852	Wearing unserviceable item	#9 - #10
S0853	Improper wearing of uniform	#9 - #10
M1320	In barracks, minor infractions	2 demerits
M1321	Outside of barracks, minor infractions	3 PTs
M2400	Wearing another Cadet's uniform item	2 PTs
M2401	Improper fit of uniform	5 demerits
M2403	Wearing unauthorized item on	5 demerits
M2000	Improperly shaven	3 PTs
M2001	Abusing shaving permit	3 PTs
M2040	Improper worn shoes / boots	3 PTs
M2041	Dirty, un-shined or improperly shined shoes / boots	3 PTs
M2200	Rank or Class stripes not sewn on	3 demerits
M0160	Improperly maintained brass	2 demerits
M0161	Unauthorized collar or Hat brass	5 demerits
M0402	Dirty or improperly worn collar (i.e. gap showing in front) and/or Cuffs	2 PTs
M0403	Failure to wear Collar	2 PTs
M0561	Dirty, unpressed, or unclean uniform	#8 - #10
M0562	Failure to wear Cuffs	2 PTs
M1240	Wearing uniform hat improperly outside barracks	5 demerits
M1241	Wearing headgear indoors when not under arms	5 demerits
M1242	Wearing civilian clothing with VMI uniform	5 demerits
M0520	Cross Straps: Wearing improperly, loosely, or dirty	2 demerits
M0281	Cartridge Box Improperly worn or polished	2 demerits

ROOM STANDARD RELATED OFFENSES

ROOM STANDARD VIOLATIONS (*annotates Room Orderly receives penalty)

M1872	Blue Book improperly maintained*	1 demerit
S0911	Not prepared for formal room inspection	#8 - #10
S1204	Room not in MI Order during morning room inspection (M-F, 0800-1200)	#9
S1202	Room in gross disorder (anytime)	#8
S0699	Fire code violations (Must be fixed within 24 hours)	#7 - #10
S0742	Removing furniture from room without authorization	#7 - #10
S1201	Excessive/loud noise coming from within	#8 - #10
S1203	Maintaining pet in barracks or anywhere on Post	#5 - #8
S1205	Unauthorized item(s) in room	#6 - #10
S1231	Excessive food preparation/cooking in Room	#7 - #10
M1800	Sink improperly cleaned*	1 demerit
M1801	Items improperly arranged on glass shelves	1 demerit
M1802	No towel on hook	1 demerit
M1803	Towel improperly hung/dirty	1 demerit
M1804	Mirror improperly cleaned*	1 demerit
M1806	Wall locker contents improperly arranged	1 demerit
M1808	Wall locker floor or shelves dirty/dusty	1 demerit
M1810	Uniforms improperly arranged on wall locker poles	1 demerit
M1811	Overcoat/coatee/blouse not displayed in wall locker	1 demerit
M1813	Footgear improperly displayed in wall locker	2 demerits
M1814	Displayed footgear improperly polished or dirty	2 demerits
M1815	Shoes on floor, not in wall locker	2 demerits
M1818	Bookcase: Items not in Misc. boxes*	1 demerit
M1819	Bookcase shelves dirty/dusty*	1 demerit
M1826	Monitor and/or TV Screen larger than 32 inches measured diagonally across screen	3 PTs

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M1867	Door/window shade down, unauthorized	5 demerits
M1821	Unauthorized articles displayed on desk	1 demerit
M1822	Desk dirty/dusty	1 demerit
M1823	Desk not in center of room with back against center console.....	1 demerit
M1824	Chair not under desk.....	1 demerit
M1825	No name/room number on chair	1 demerit
M1826	Uniform items on chair	1 demerit
M1831	No name on hayrack.....	1 demerit
M1832	Hayrack improperly stacked	1 demerit
M1834	Hay down, unauthorized	3 PTs
M1835	Hay improperly stacked	1 demerit
M1836	No name on hay cover.....	1 demerit
M1837	Hay not aired/improperly aired on Monday	5 demerits
M1830	Failure to remove sheet when airing Hay	5 demerits
M1827	Non-white sheet on Hay.....	5 demerits
M1838	Hay improperly displayed, authorized down	1 demerit
M1839	Unauthorized Items on floor.....	5 demerits
M1840	Floor dirty or trash on floor*	3 demerits
M1841	Trash/dust balls/dirty floor*	1 demerit
M1842	Electric cord on floor without rubber protector*	1 demerit
M1844	Unauthorized posters/pictures/decorations on walls*	2 PTs
M1845	Wires/antennae/tape attached to wall*	1 demerit
M1847	Dirty stoop wall outside room*	5 demerits
M1850	No plastic cover over status card*	3 demerits
M1851	Status card improperly marked.....	5 demerits
M1852	Unauthorized card or decal on door*	3 demerits
M1853	Windows improperly cleaned	1 demerit
M1854	Unauthorized covering over window or concealing view of room contents*	2 demerit
M1855	Clothes hanging in window*	5 demerits
M1857	Transom improperly cleaned / dirty*	1 demerit
M1861	Item concealed in unauthorized location.....	3 demerits
M1862	Unauthorized luggage.....	3 demerits
M1864	Unauthorized recreation equipment.....	2 demerits
M1866	Radio, fan, or light on – no one home*	1 demerit
M1868	Trashcan not emptied*	1 demerit
M1869	Unauthorized items (plants, furniture, cooking items, electrical devices)	5 demerits
M1870	Broken window, door, furniture not reported*	5 demerits
M1873	Prescribed furniture not in room*	3 PTs
M1875	Flammable materials, candles incense, etc*	3 PTs
M0360	Authorized civilian clothing, improperly stored.....	5 demerits
M2320	Sweeping or throwing trash on stoop*	5 demerits
M1480	Unauthorized Overhead Lights on between Taps and 0130*.....	3 demerits
M1560	Luggage in unauthorized location or improperly stored in trunk room	5 demerits
M0882	Food/Beverage on window ledge, transom, or stoop*	3 demerits
M1859	Perishable food stored in room.....	3 demerits
M1860	Food not stored in Food/Misc. box.....	3 demerits
M1440	Laundry in arch, outside window, or public view*	5 demerits
M0080	Improperly stored bicycle/skateboard/hoverboard, etc.*	5 demerits
M1260	Failure to keep area on stoop in front of room clean*	5 demerits
M2480	Not shutting exterior windows during inspections or parades.....	5 demerits

CHAPTER 14 – BARRACKS CONFINEMENT

1. **GENERAL:** When placed on Confinement, Cadets are confined to barracks for the duration of their confinement period. They may not loiter in cars, parking areas or anywhere else on Post and doing so is considered a breach of confinement. Confined Cadets do not have full class privileges and may not depart barracks unless performing an official duty. Official duties are defined as:
 - a. Attending class, military duty, NCAA practice times or other mandatory formation.
 - b. Eating in the mess hall.
 - c. Studying in an academic building.
 - d. Receiving treatment at the VMI infirmary.
 - e. Picking laundry up from the laundry department.
 - f. Serving as a Cadet assistant at Preston Library, language lab, etc.
 - g. Meeting with a member of the VMI faculty or staff on Post.
2. **PHYSICAL FITNESS TRAINING:** Cadets on confinement may perform physical fitness training in authorized facilities/areas on post. Cadets are authorized to run off Post during afternoon CQ, but must depart and return directly without any deviations or stops along their run route.
3. **VISITING THE PX:** Confined Cadets may visit the public areas of third barracks (PX, bookstore and visitors center) one time per day not to exceed twenty minutes. Cadets may visit with an immediate family member in the areas of third barracks open to the public for one hour a day. Cadets must sign out "Visit by invitation." on the computer. Confined Cadets specify "Spending one hour with family in the PX/Visitor's center" in the comments section.
4. **"TAILGATING":** Confined Cadets may tailgate on Post following parade on Saturday morning until march down formation and be "all-right". Cadets on confinement taking advantage of this exception are subject to penalty S0948, "being under the obvious influence while on confinement" with a maximum penalty of suspension.
5. **SMOKER'S POST:** Confined Cadets may use the smoker's post for the intended purpose of smoking three times per day not to exceed 15 minutes each visit. The time begins upon exiting barracks and stops when entering back into barracks. Back-to-back breaks are not permitted.
6. **CONFINEMENT CHECKS**
 - a. The Officer of the Day conducts five random confinement checks during the day. Cadets who are in barracks or are participating in an authorized activity in an authorized location are all right for these checks. Cadets must indicate their "All Right" status by initialing off on the confinement check sheet by 1200 daily. A Cadet may not initial for any check in which they were "Not All Right".
 - b. Self-Report. Confined Cadets not in barracks or participating in an activity specified in paragraphs 1, 2 or 3 above are "Not All Right" and must submit a Form 24 to the Commandant's office.
 - c. Cadets known to have breached confinement, by either being seen by an Institute Official or by the Commandant's Office gaining credible evidence of a breach occurring will be placed on report and are subject to penalty.
7. **ROOM CONFINEMENT**
 - a. By direction of the Commandant, a Cadet may be placed upon Room Confinement for a specified period.
 - b. Cadets placed on Room Confinement are confined to their Room and only allowed to depart to:
 - (1) Bathroom/Latrine
 - (2) Academic Duty
 - (3) Military Duty
 - (4) Meals in Crozet
 - (5) Physical Activity (up to 60 minutes per day)

CHAPTER 15 – PENALTY TOURS

1. **GENERAL:** Penalty Tours (PTs) are dispensed in conjunction with sanctions administered to Cadets by the Commandant's office or the General Committee. PTs are completed only thru three means: Marching, PT Study Hall, or PT Details.
2. **RESTRICTIONS:** Cadets with PTs **do not** have full class privileges and are therefore in a restrictive status.
3. **MARCHING:** Marching PT formations take place throughout the week and a Cadet may attend as many as their schedule allows, however Cadets are not authorized to miss any other duty (classes, formations, practice, meetings, etc.) to attend PT formations. 1600-1800 hrs., Wednesday. Cadets are not allowed to conduct PTs to avoid academic responsibilities, to include but not limited to office hour appointments with faculty, advising appointments, etc. Cadets with Penalty Tours must complete a minimum of 3 per week until a zero balance is reached.
 - a. Marching PTs will form up in Old Barracks Arch in accordance with the Class schedule for that day and run concurrent to each class period. PTs will also form up at 1600 and 1700 on Wednesdays. The Guard Team will take accountability and supervise each PT session. Cadets will march from the bollards in front of Memorial Hall across the front side of barracks to the bollards in front of LeJeune Hall and return. The OD/ OG/SOG have the authority to dismiss a Cadet from marching PTs, without credit, for failing to pass uniform inspection, failing to march in step, improper rifle manual, talking, or any other conduct that detracts from the good order and discipline of the Corps. Each Marching PT session will last 50 minutes, regardless of length of class period. Cadets will be given 1 PT credit for each 50-minute tour. The Deputy Commandant retains the authority to release PT formations earlier than 50 minutes. This will only be used for exceptional performance marching or individual extenuating circumstances. The guard team will utilize the PT Accountability Report, provided by the Commandant's Office, to report completion of PT details each day to the Deputy Commandant.
 - b. Optional Marching PT formations occur Sunday thru Saturday as indicated below:
 - (1) Monday-Friday:
 - (a) 0800-1600 concurrent to the Academic Classes for the Day
 - (2) 1600 & 1700 hours on Wednesday & Saturday: 1300-1600 hours
 - c. Cadets marching PTs will be inspected at the outset and turned away for discrepancies in uniform, shave (males), and/or haircut
 - d. The Guard Team will form up Cadets marching PTs by Platoons, by class
 - e. All Cadets, regardless of Academic performance or NCAA/Club sport status will march PTs
 - f. Uniform for Marching PTs is Class Uniform with Arms
4. **PT STUDY HALL:** In-season athletes may attend the NCAA Athletic Department's Study Hall on Monday, Tuesday, and Thursday from 2000-2200 hours. Each Study Hall Session will last no less than 50 minutes with 1 PT Credit for completion. In-Season athletes **may only receive 3 PT credits per week** by attending Academic Study Hall. Upon the completion of each Study Hall, the Athletic Department will submit the roster of In-Season Athletes who attended to the Commandant's Headquarters the next business day. In-season athletes who abuse this privilege by utilizing the study hall for non-academic pursuits (video games, TV, phone calls, etc.) will be barred from future PT Study Halls.
5. **PT DETAILS:** In addition to regularly scheduled penalty tour formations, Cadets may perform work details pre-approved by the Commandant's office for PT credit. Only the Commandant or his staff may approve PT details. Each PT work detail is 50 minutes long.
 - a. In order to receive credit, a PT Adjustment Sheet must be submitted to the Deputy Commandant office within 48 hours.
 - b. Cadets with 5 or less PTs may not perform PT details unless prior approval from the Deputy Commandant is received.
 - c. Cadets who have PTs and are on the GIM and not allowed to march have priority for PT details.
6. **EXAM WEEK SCHEDULE:** PTs may be marched off during Exam Week IAW the exam schedule in the same manner as in Paragraph 3 of this Chapter. No PTs may be marched during Reading Day.
7. **END OF SEMESTER.** At the end of each semester, Cadets with penalty tour balances are not authorized to leave post following their last exam. They must remain on Post and continue working off PTs until a zero balance is reached or barracks is closed, whichever comes first. Cadets unable to achieve a zero balance at the end of the school year have their PTs carried over and are subject to being placed on conduct probation for the next semester.
8. **GRADUATION:** Cadets will complete all PTs prior to Graduation. Cadets will not be allowed to participate in graduation with a PT balance.

CHAPTER 16 – CONDUCT PROBATION

1. OVERVIEW:

- a. New Cadets receiving more than 80 demerits in a semester may be placed on conduct probation for the entire following semester.
- b. Members of the upper three classes receiving more than 75 demerits in a semester are placed on conduct probation for the entire following semester.
- c. Additionally, Cadets can be placed on conduct probation for:
 - (1) Alcohol-related penalties may result in conduct probation for up to one year.
 - (2) Pattern of indiscipline.
 - (3) First class Cadet /graduating Cadet exceeding 75 demerits during their final semester.
 - (4) Serious infractions at the Commandant's or Superintendent's discretion.

2. RESTRICTIONS: Cadets on conduct probation:

- a. Do not have full class privileges.
- b. Are not eligible to take ordinary leave.
- c. Cannot hold rank in the Corps.
- d. Cannot have a New Cadet (Rat) as a first class Cadet.
- e. Cannot maintain or operate a vehicle.
- f. Can only participate in one extracurricular activity. NCAA and club sports are exempt.
- g. Cannot sign out under the following permits:
 - (1) Visit/Dine by Invitation. **May take this permit with their Parent/Guardian**
 - (2) Dine with Date.
 - (3) First Class Permit.
 - (4) General Permit (except on Wednesdays between 1215 hrs-SRC once all duty is completed).
- h. The Commandant may also direct Cadets on conduct probation to be removed from leadership roles in committees such as the RDC, OGA, CEA, HC and GC.

3. COUNSELING:

All Cadets placed on conduct probation for excess demerits are required to schedule an appointment for counseling with the Deputy Commandant. This must be completed within one week of the start of their probationary period.

4. CONTINUED MISCONDUCT:

- a. Cadets on conduct probation who continue their misconduct may be suspended or dismissed at the discretion of the Superintendent. This includes Cadets exceeding 75 demerits while on conduct probation for either excess demerits or an alcohol related offense.
- b. Cadets on conduct probation for excess demerits two consecutive semesters may be suspended at the discretion of the Superintendent.
- c. The Commandant may recommend Cadets on conduct probation receiving a #5 penalty or higher for suspension or dismissal.
- d. First class Cadets exceeding 75 demerits during their final semester period will be immediately placed on con pro and receive a special report.

5. REMOVAL:

Cadets on conduct probation for excess demerits may request to be removed after having run two consecutive periods without receiving any demerits.

CHAPTER 17 – DISCIPLINARY ACTION FOR CADETS ON ACADEMIC PROBATION

1. **OVERVIEW:** The following table details the GPA and completion hour requirements that Cadets must meet to avoid being placed on academic probation:

Class	To Avoid Academic Probation for Fall Semester		To Avoid Academic Probation for Spring Semester	
	GPA	HOURS	GPA	HOURS
Fourth	N/A	N/A	1.5	N/A
Third	1.8	28	1.8	42
Second	2.0	55	2.0	69
First	2.0	82	2.0	96
Fifth Year	2.0	109	2.0	122

2. **RESTRICTIONS:** Cadets on academic probation:
- Do not have full class privileges.
 - Cannot take weekends or days except under extraordinary circumstances. Cadets on academic probation wishing to take leave must submit a permit through the Commandant to the Dean of Faculty.
 - Cannot hold rank in the Corps.
 - Can only participate in one extracurricular activity. NCAA and club sports are excused from this restriction.
 - Cannot sign out under the following permits:
 - Dine with Date.
 - First Class Permit.
 - The Commandant may also direct Cadets on academic probation to be removed from leadership roles in committees such as the RDC, OGA, CEA, HC, and GC.
3. **GENERAL PERMIT:** Cadets on academic probation are authorized to take GP on Wednesday, Friday, Saturday and Sunday as their class privileges allow, provided they are on no other restrictions.
4. **DURATION:** Cadets are placed on academic probation on a semester-by-semester basis and receive a letter from the Registrar at the beginning of the semester of probation outlining their status. Cadets placed on academic probation for three consecutive semesters are subject to academic suspension.
5. **REMOVAL.** The Dean is the approval authority for Cadets placed on and taken off Academic Probation.

CHAPTER 18 – SUSPENSION & DISMISSAL

1. DISMISSAL

- a. The Superintendent is the only individual authorized to dismiss a Cadet IAW General Orders.

2. SUSPENSION

- b. The Superintendent is the only individual authorized to suspend a Cadet.
- c. Suspensions are for a period of two semesters. This period may include the current semester in which the suspension goes into effect.
- d. Exams.
 - (1) Suspended Cadets may not be authorized to complete exams prior to departure.
 - (2) A suspended Cadet may submit a request to the Commandant to be allowed to take exams.
 - (3) Requests are considered by the Dean and the Commandant. Decisions are influenced by the Cadet's overall discipline and academic record and overall portion of semester completed
- e. Readmission.
 - (1) Suspended Cadets must meet specific terms and conditions under which they may return to the Institute.
 - (2) Failure to meet the specified terms results in disapproval of the readmission request.
 - (3) Cadets may have certain conditions placed upon them, such as conduct probation for one semester, following readmission.

3. NO TRESPASS ORDER.

- a. Dismissed Cadets may not return to post for a period of 5 years from the date of the dismissal.
- b. For Suspended Cadets, the no trespass order is rescinded upon readmission to the Institute.
- c. Violation of the order may result in a no trespass order issued, arrest, and/or criminal prosecutions.
- d. Dismissed or Suspended Cadets needing to visit VMI for official business may request authorization to return to Post from the Deputy Commandant.

CHAPTER 19 – DRUGS, ALCOHOL & TOBACCO

1. ALCOHOL

- a. Cadets will not possess or consume alcohol on Post.
- b. Cadets will observe all state and local laws governing the possession, purchase and consumption of alcoholic beverages.
 - (1) Intoxication does not excuse a Cadet from rendering a correct report to Institute officials.
 - (2) Having any container with traces of alcohol is considered possession.
 - (3) Cadets are responsible for their actions and status even if intoxicated.
- c. Alcohol related penalties.
 - (1) Possessing or consuming alcohol on Post, or conduct unbecoming a Cadet as a consequence of drinking alcohol – whether on or off Post - results in a minimum of an Alcohol #1 penalty from the Commandant's office. This penalty consists of:
 - (a) Conduct probation for up to one year.
 - (b) Mandatory Substance Abuse Assessment.
 - (c) 15 demerits, 4 months of confinement and 60 penalty tours.
 - (d) Loss of Rank, Class leadership position, and Dyke Privileges review
 - (e) Possible deferment to Law Enforcement, especially as it relates to underage infractions.
 - (2) Cadets receiving alcohol related penalties from the Executive or General Committees may be required to undergo professional alcohol assessment at their own expense.
 - (3) The penalty for a second alcohol related offense during one's Cadetship may be suspension.
 - (4) The penalty for a third alcohol related offense may be dismissal, regardless of whether or not an alcohol #1 is assessed.

2. DRUGS

- a. Cadets may not possess, distribute, or use controlled substances as defined by General Order #53.
- b. Cadets may not possess or use prescription medications unless prescribed and issued by a competent medical or dental authority. Prescription medication must be kept always secured in an authorized lock box in the Cadet's room or in the VMI Infirmary. Possession of drug paraphernalia including items not exclusively used with illegal drugs such as water pipes and hookahs is prohibited.
 - (1) Possession of drug paraphernalia including items not exclusively used with illegal drugs such as water pipes and hookahs.
- c. Searches/Investigations.
 - (1) Drug searches and investigations include:
 - (a) Physical searches.
 - (b) Room and/or vehicle searches.
 - (c) Mandatory urinalysis.
- d. Drug Testing.
 - (1) The Commandant directs Cadets to undergo mandatory urinalysis at his discretion.
 - (2) All Cadets are subject to random urinalysis as directed by General Orders.
 - (3) The Commandant also directs a Cadet to undergo a test when he or she is reasonably suspected of possessing or using drugs. Reasonable suspicion is defined as the existence of circumstances, reports, information or direct observation of such nature as to create a reasonable belief that a violation of VMI's drug policy has occurred.
- e. Penalties. The penalty for drug related violations is suspension or dismissal.
 - (1) Use, possession or distribution of unauthorized drugs.
 - (2) Improper use or distribution of prescription medications
 - (3) Refusal to report to, undergo, or failing a drug test.

3. SMOKING:

- a. Smoking is only authorized at the designated smoking post in the vicinity of Burma Road. This includes electronic cigarettes, vaping, or any other form of smoking device.
- b. The uniform at the smoking post is gym uniform or better from BRC until evening CQ. Bathrobe may be worn at the smoking post during hours of darkness.
- c. 1st and 2nd class Cadets are authorized to be at the smoking post until 0130 hrs. 3rd classmen are authorized at the smoking post until 0030 hrs. 4th class Cadets are authorized at the smoking post until Taps.

4. TOBACCO, NICOTINE OR ALTERNATIVE PRODUCTS: Purchase, possession or use of any type/variation of above products or paraphernalia/residue associated with their use is prohibited for any Cadet under the age of 21 and is a punishable offense.

CHAPTER 20 – INSPECTION AND SEARCHES

1. **OVERVIEW:** Institute officials are authorized to inspect rooms and search the belongings of any VMI Cadet if they reasonably suspect Institute regulations have been violated by that Cadet. The purpose of a search is to:
 - a. Ensure a safe environment for all Cadets.
 - b. Enforce order and discipline.
 - c. Seek evidence of the violation.
2. **AUTHORIZED SEARCH LOCATIONS:** Institute officials may conduct inspections and searches upon reasonably suspecting Institute regulations have been violated by a specific Cadet. The following areas may be inspected and searched:
 - a. Any area within a Cadet's barracks room regardless if room is locked (desks, wall lockers, lock boxes, etc.).
 - b. Cadet's belongings in the trunk room.
 - c. A Cadet's automobile.
 - d. Any other property or place of use by that Cadet on post.
3. **PHYSICAL SEARCHES OF CADETS:** Institute officials may not physically search Cadets but may require Cadets to empty pockets or show the contents of their cover, etc.
4. **EXECUTION:** Institute officials adhere to the following procedures when conducting a inspection or search:
 - a. Inspection or searches may be conducted at any time.
 - b. If possible, the Cadet whose property is being searched will be present. However, their presence is not required for the inspection or search to be executed.
5. **EVIDENCE:** Institute officials may confiscate any items found during the inspection or search that provides evidence institute regulations have been violated. The Cadet whom these items were taken from will be notified of the confiscation. Confiscated items, authorized by institute regulations, will be returned to their rightful owner, following resolution of the ongoing investigation. **Pictures and Video Recordings may be taken by Institute Officials for official use only to document infractions.**

CHAPTER 21 – MILITARY COURTESY

1. SALUTING

- a. Saluting Individuals.
 - (1) Cadets salute and render an appropriate greeting, such as “Good morning ma’am or sir”, to officers of the Virginia Militia and Armed Forces when outdoors. The salute is rendered even when the official is not in uniform. Cadets should render the greeting but not salute to Institute civilian faculty and staff.
 - (2) Cadets unable to salute must render a proper greeting.
 - (3) Salute at a halt or walk. If running for physical training, continue running and render an appropriate greeting.
 - (4) Cadets salute Virginia Militia and Armed Forces officers driving in their vehicles.
 - (5) Salute in bathrobe.
- b. Honors to the Flag.
 - (1) Cadets render honors to the American flag when it is raised and lowered.
 - (2) Honors are rendered when uncased colors pass within six paces.
 - (3) During honors:
 - (a) All activities, including Physical Training (exception of Official PT tests for record) within sight or hearing of the honors cease.
 - (b) When outdoors, Cadets face the flag and salute regardless of which uniform they are in.
 - (c) If in a vehicle, Cadets will safely stop the vehicle, exit vehicle, and render honors.
- c. Groups/Formations.
 - (1) Cadets in formation do not salute individually.
 - (2) The ranking Cadet calls the group to attention and salutes for the group.
 - (3) Organized activities need not be interrupted at the approach of an officer. The ranking Cadet should recognize the officer and, if not actively engaged, salute.
- d. Service Specific Traditions. Military services have specific courtesies which differ from those of VMI, however Cadets will adhere to the VMI customs, courtesies and traditions while a VMI Cadet.

2. CONDUCTING BUSINESS WITH INSTITUTE OFFICES

- a. Cadets conduct business with Institute offices only during normal business hours (0800-1600).
- b. Cadets are required to keep appointments.
- c. Chain of Command.
 - (1) Cadets do not circumvent the chain of command.
 - (2) Unless directed to do so by the Commandant’s Office, Cadets use the Chain of Command prior to contacting the Chief of Staff, Dean, or Superintendent.
 - (3) Cadets must obtain permission from their department head prior to visiting or telephoning the Dean’s office.
- d. Reporting to an Officer. When reporting, a Cadet:
 - (1) Salute at the start and end of the report if addressing a uniformed individual.
 - (2) Remain at attention until given “at ease” by the officer.
 - (3) Say “Sir/ma’am, Cadet (last name) reporting as directed” if directed to report.
 - (4) Say “Sir/ma’am, Cadet (last name) requests permission to speak with (title, name of person addressed)” if not directed to report.
 - (5) Say “Sir/ma’am, Cadet (last name) reporting to (state nature of duty)” if reporting to perform a specific duty.

e. **Courtesies Rendered to NCOs.**

- (1) Cadets render an appropriate greeting and stand at parade rest unless given the order “At Ease” when talking to a Non-commissioned Officer or when approached by an NCO.
- (2) When an NCO walks into a room, the first person to see the NCO commands “Stand at Ease”, but only if the NCO is the senior person in the room. All persons in the room will stand unless given the command “Carry On.”
- (3) Cadets walk on the left when walking with an NCO.
- (4) NCOs are addressed by their rank.
 - (a) Army NCOs are addressed as “Sergeant” unless they are a First Sergeant or above. If this is the case, the full rank is used.
 - (b) Marine and Navy enlisted personnel are addressed by their rank and last name. The full rank is used with no “slang” terms. (Gunnery Sergeant vs. Gunny or Senior Chief vs. Senior).

3. GUARD TEAM/GUARD ROOM

- a. Cadets observe the greatest respect towards sentinels. Under no circumstances do Cadets threaten retribution or interfere with sentinels performing their duties.

CHAPTER 22 – NEW CADETS (RATS)

1. HAZING

“It shall be unlawful to haze, or otherwise mistreat so as to cause bodily injury, any student at any school, college or university. Any person found guilty thereof shall be guilty of a Class 1 misdemeanor, unless the injury would be such as to constitute a felony, and in that event the punishment shall be inflicted as is otherwise provided by law for the punishment of such felony. Any person receiving bodily injury by hazing or mistreatment shall have a right to sue, civilly, the person or persons guilty thereof, whether adults or infants. The president, or other presiding official of any school, college or university, receiving appropriations from the State treasury shall, upon satisfactory proof of guilt of any student found guilty of hazing or mistreating another student so as to cause bodily injury, expel such student so found guilty, and shall make report thereof to the attorney for the Commonwealth of the county or city in which such a school, college or university is who shall present the same to the grand jury or such city or county convened next after such report is made to him.”

Virginia Law. Section 18.2-56 of the Virginia Code

2. **DEFINITION: A New Cadet is defined as a Cadet in their first year at VMI. New Cadets are referred to as “Rats” until after completion of the Ratline. After the Ratline they are referred to as Fourth Classmen.**

3. **GENERAL ORDER 52: The hazing policy is further outlined in General Order 52.**

4. OFFENSES AGAINST NEW CADETS

- a. Encouraging New Cadets (Rats) to break Institute regulations such as encouraging them to cut their own or others hair and inciting them to riot.
- b. Stopping New Cadets (Rats) during evening CQ, after taps CQ, and when en route to official formations or meetings.
- c. Fraternizing with New Cadets (Rats).
 - (1) Unauthorized visiting in new Cadets’ barracks.
 - (2) Having New Cadets (Rats) in room without authority.
 - (3) Entering unauthorized business transactions with or borrowing money from New Cadets (Rats).
- d. Unnecessary or improper physical contact with a New Cadet (Rat).
- e. Treating a New Cadet (Rat) in a cruel or abusive manner.
 - (1) Striking a New Cadet (Rat) with or without an implement.
 - (2) Requiring a New Cadet (Rat) to binge eat or drink.
 - (3) Conducting unsanctioned or unauthorized ratline activities such as unauthorized workouts, power straining, etc.
 - (4) Directing unduly harsh, abusive, or profane language towards New Cadets (Rats).
 - (5) Conduct constituting “conduct unbecoming a Cadet.”
- f. Abuse of dyke/mentoring relationship such as requiring New Cadets (Rats) to perform menial services, clean military equipment or run errands not authorized by the dyke SOP.
- g. Countenancing offenses against New Cadets (Rats).
- h. New Cadets (Rats) serving as members of the guard team are institute officials and are not to be treated as “Rats” while on duty.

5. OFFENSES BY NEW CADETS

- a. New Cadets (Rats) are on a probationary period during their entire 4th class year and are expected to demonstrate they have internalized the standards of behavior expected of a Cadet.
- b. Three documented instances of new Cadet impropriety necessitate:
 - (1) A review of the new Cadets record by the Commandant’s office.
 - (2) Performance counseling by the Deputy Commandant.
 - (3) Possible imposition of conduct probation or suspension.

CHAPTER 23 – MARRIAGE & PARENTHOOD

1. **OVERVIEW:** No Cadet shall be disciplined or separated from the Corps solely for becoming pregnant. However, being pregnant may effectively preclude a Cadet (at a medically determined point in the pregnancy) from performing Cadet duties and meeting the standards expected of a Cadet. Thus, pregnancy shall be addressed in a manner similar to any other temporary medical conditions under General Order Number 61, Medical Leave and Medical Furlough Policy.
2. **DETERMINATION OF PARENTAL RESPONSIBILITY:** A Cadet, male or female, shall be deemed not to have incurred the responsibilities of parenthood upon submission to the Superintendent of an order or other legal document entered by a court of any state establishing that an individual other than the Cadet has temporary custody and legal guardianship of his or her biological child and the Cadet has no child care responsibilities or legal support obligations for such child.
3. **DETERMINATION OF RESPONSIBILITIES OF PARENTHOOD FOR FATHER:** Upon receiving information that any Cadet has fathered a child or caused a female to become pregnant, the Superintendent will conduct an immediate investigation to determine whether or not that Cadet, by a preponderance of the evidence, has incurred the responsibilities of parenthood under these regulations.
4. **MARRIAGE POLICY:** Married Cadets are separated from the Corps.
5. **ANNUAL ACKNOWLEDGEMENT OF POLICY:** All Cadets shall, upon matriculation, sign a statement confirming their knowledge and understanding of this policy and that they are neither married nor have incurred the responsibilities of parenthood, as defined by this policy. All returning Cadets shall, at the beginning of each academic year, acknowledge their understanding of this policy and expressly confirm their explicit understanding that violation of this policy may result in dismissal from the Corps and the Institute.
6. **BOARD OF VISITORS (BOV):** This policy was created and approved by the VMI BOV.
7. **GENERAL ORDER 7:** The marriage and parenthood policy is further outlined in General Order 7

CHAPTER 24 – SPEECH

1. **CONSTITUTIONALLY PROTECTED SPEECH:** Except as otherwise permitted by the First Amendment, VMI does not abridge the constitutional freedom of any individual, including enrolled Cadets, faculty and other employees, and invited guests to speak on campus. (Virginia Code §23.1-401.1)
2. **NON-PROTECTED SPEECH:** The First Amendment does not protect all types of speech, as detailed in General Order 72, “Facilities Utilization, Events, and Speech.” Following are some examples of speech that is not protected by the First Amendment.
 - a. Fighting words – Speech that inflames others and / or is likely to incite physical retaliation is prohibited. Language meant to incite others into breaking the law; including speech intended to incite violence or to encourage others to commit illegal acts is likewise prohibited.
 - b. Obscenity – Salacious sexually charged language, language depicting issues considered patently offensive based on contemporary community standards and that lacks serious literary, scientific or artistic value is not protected.
 - c. Libel and slander – The First Amendment does not protect individuals from facing penalties for defaming another person through written or verbal communication.
 - d. Crimes involving speech – Speech used to commit a crime, such as sexual exploitation, perjury, extortion, or harassment is not protected.
 - (1) Sexual exploitation:
 - (a) Sexual Exploitation occurs when a person takes non-consensual or abusive sexual advantage of another for anyone’s advantage or benefit other than the person being exploited, and that behavior does not meet the definition of sexual assault.
 - (b) Sexual exploitation includes prostituting another person, non-consensual visual or audio recording of sexual activity, non-consensual distribution of photos or other images of an individual’s sexual activity or intimate body parts with intent to embarrass such individual.
 - (c) Refer to General Order 16, “Discrimination, Harassment, Sexual Misconduct, and Retaliation” for additional information on sexual exploitation.
 - (2) Recently, anonymous apps have been used as a vehicle through which Cadets harass others:
 - (a) The Superintendent’s Statement on Equity at VMI (General Order 13) states that the VMI Community and the Corps is expected to maintain “a culture of civility and mutual respect... The daily activities in the administration, the faculty and the Corps shall be conducted in a manner that meets the highest standards for the equitable treatment of every individual.”
 - (b) Anonymous targeting by members of the Corps of others via social media Apps is abhorrent and counter to the ethos of our community.
 - (c) Any Cadet found to be bullying, targeting or otherwise harassing another individual via social media apps will be sanctioned through either the VMI Class System or Commandant of Cadets.
 - (d) Refer to General Order 71, “Use of Social Media” for additional information.
 - e. Threats – Speech constituting a threat toward another that places the target of such speech in fear of bodily harm or death.
 - f. Interfering with learning of others - speech that disrupts classroom or other Institute activities or interferes with the academic pursuits of others is prohibited. An example of this speech is monopolizing classroom discussions and / or curtailing the speech of others.
3. **CONDUCT UNBECOMING:** Cadets are held to a Blue Book standard at all times while in uniform or representing VMI. Cadets are subject to Blue Book sanction when pictured in social media posts engaged in activities falling below the standards to which members of the Corps are held.
 - a. Cadets are responsible for the content of pictures that they post and / or in which they are visible when they are posted to the internet.
 - b. The VMI Class System or Commandant Staff takes action when Cadets post pictures falling below the standards by which all Cadets are held.
 - c. Individuals posting the pictures and the individuals depicted in the pictures are both held responsible.

- d. Examples of pictures that fall below the standards of the Corps of Cadets include the following (not a complete list):
 - (1) Underage drinking
 - (2) The simulated or real use of drugs
 - (3) Inappropriate, uncivil comments posted to the internet when associated with a profile or other picture that ties the individual making the post to VMI.
 - (4) Picture that demean protected groups or specific individuals.
- e. Refer to General Order 71, “Use of Social Media” for additional information.

4. REPORTING PROCEDURES

- a. All members of the VMI community are encouraged to handle incidents involving disruption of protected speech at the lowest possible level. For instance:
 - (1) Cadets should notify the faculty member if an incident occurs in the classroom.
 - (2) Cadets should notify their tactical officer if an incident occurs in formation or during company training time.
 - (3) Cadets should notify their coach if an incident occurs during NCAA or club sport practice.
- b. Cadets may notify the appropriate department head if they feel as though their concern was not appropriately satisfied (Commandant, Dean of Faculty, Athletic Director).
- c. Cadets may notify their CEA company representative.
- d. The Inspector General may be notified of incidents of disruption of protected speech.

CHAPTER 25 – PROFESSIONAL RELATIONS

1. GENERAL

VMI expects a civil and professional environment within the Corps, where Cadets bear the same burdens, meet the same expectations and enjoy the same benefits, without reference to race, gender, national origin, or religion. Cadets must understand the impact of their behavior on others and strive to uphold the values and ideals inscribed upon the Parapet. Key to the VMI experience is the lasting relationships that Cadets develop with one another during their years at the Institute. However, due to the lasting unique military traditions and barracks environment, Cadets are held to a high standard as they develop professional relationships with fellow Cadets, Institute officials, and visitors to ensure good order and discipline within the Corps. This chapter provides rules that govern the following four professional relationships that Cadets encounter while at VMI:

- New Cadet to Cadet relations
- Cadet to Cadet relations
- Cadet to faculty and staff relations
- Cadet to visitor relations

2. NEW CADET–to–CADET RELATIONS

- a. All Cadets remain steadfast in their devotion to the ideals and traditions of VMI and the ratline. At no time are the standards that enforce the rigor of the ratline and 4th Class year to be challenged by relations with the upper three classes.
- b. From matriculation until completion of the ratline, new Cadets are forbidden from visiting the designated second or third class barracks areas (stoops and rooms), unless on official business (i.e. rifle check, company business, PT detail, etc.). Second and third class Cadets are only allowed in designated new Cadet barracks areas (stoops and rooms) during the conduct of official business throughout the entire academic year.
- c. Relationships formed prior to VMI matriculation (family, friends, church, teams/clubs, school) do not restrict the first class dyke selection process. However, restrictions do extend to gender (i.e. no “cross-dyking”).

3. CADET–to–CADET RELATIONS

- a. Dating. Defined as romantic interest that goes beyond friendship.
 - (1) Members of the upper three classes are permitted to date.
 - (2) New Cadets are forbidden to date other Cadets.
 - (3) Cadets do not engage in romantic or inappropriate physical contact with each other on Post or while off Post in uniform. Romantic/inappropriate physical contact is defined as holding hands, affectionate embraces, inappropriate touching, kissing, lying together, or any other expression of affection or sexual desire (i.e. Public Display of Affection [PDA]).
 - (4) Regimental System.
 - (a) Cadets are forbidden to date other Cadets within their chain of command. Chain of Command relates directly to the Cadet’s leadership position, as defined by the Regimental rank order, and the Cadet’s influence over those subordinate in rank within the Regiment, Battalion, Company, Platoon, Squad and related staffs. For example:
 - **Regimental Commander may not date any Cadet.**
 - **Regimental XO and Regimental Staff Captains, Lieutenants, Sergeants and Corporals may not date fellow Regimental Staff members.**
 - **Battalion Commanders may not date any Cadet within their Battalion.**
 - **Battalion XO and Battalion Staff Lieutenants, Sergeants and Corporals may not date fellow Battalion Staff members.**
 - **Company Commanders and XOs may not date any Cadet within their Company.**
 - **Platoon Lieutenants and Sergeants may not date any Cadet within their Platoon.**
 - **Company First Sergeants, Master Sergeants, Operations Sergeants, and Company Clerk may not date any Cadet within their Company.**
 - **Members of Cadet staffs (S1 – S7) may not date subordinates on the same staff.**
 - **Corporals may not date any Cadet within their Squad.**
 - (b) In the event two Cadets wish to date but are prohibited due to the rules governing chain of command relationships as described above, then both Cadets notify their chain of command and schedule a meeting to discuss options.

- (5) Cadet Government Organizations.
 - (a) Cadet Government/Organizations do not use a Cadet's dating status to determine selection eligibility.
 - (b) Once selected, Cadets serving on the General Committee, Officer of the Guard Association, Rat Disciplinary Committee and Cadet Equity Association are forbidden to date a Cadet within the same organization.
- b. Family Members.
 - (1) With the exception of Band Company, siblings are not assigned to the same Company.
 - (2) Siblings who earn Regimental or Battalion Staff positions may serve on the same staffs.
- c. Visitation in Barracks. When Cadets are visiting in other Cadets' rooms:
 - (1) Overhead lights remain on during the hours of darkness.
 - (2) The shade is up.
 - (3) The door remains UNLOCKED.
 - (4) Cadets maintain thigh to shoulder clothing coverage (i.e. Cadets must wear shirts).

4. CADET-to-FACULTY and STAFF RELATIONS

- a. Inappropriate relationships between faculty/staff and Cadets undermine the fundamental purpose of the Institute and disrupt the workplace and learning environment. The relationship between faculty/staff and Cadets is one of trust, and VMI holds its faculty and staff to the highest ethical and professional standards.
- b. As a matter of sound judgment and professional ethics, faculty and staff members have a responsibility to avoid any apparent, perceived, or actual conflict between their professional responsibilities and personal interests in terms of their dealings or relationships with Cadets.
- c. Relationships between faculty/staff and Cadets, regardless of gender, are inappropriate if they:
 - (1) Compromise or appear to compromise the integrity of supervisory authority or the chain of command
 - (2) Cause actual or reasonably perceived partiality or unfairness
 - (3) Involve, or appear to involve, the improper use of rank or position for personal gain
 - (4) Are, or are reasonably perceived to be, exploitative in nature
 - (5) Create an actual or clearly predictable adverse impact on discipline, authority, morale or the ability of the Institute to accomplish its mission
 - (6) Are sexual, physically intimate, or romantic in nature
 - (7) Result in the violation of Cadet regulations, VMI regulations or General Orders, NCAA Rules, or federal or state law It is important that the faculty and staff understand potential consequences of their interactions with Cadets. Any questions regarding situations that could be perceived as inappropriate should be directed to the Commandant's Office, Athletic Department, Inspector General, or the Human Resources Office.

5. CADET-to-VISITOR RELATIONS

Cadets may escort visitors while on VMI grounds and maintain a high standard of conduct and appearance throughout the visiting period. The following rules govern Cadet conduct while escorting visitors:

- a. Cadets may greet or part from the visitors with a brief embrace and short kiss.
- b. Cadets shall not engage in prolonged kissing, or excessive romantic physical contact, or any other public display of affection in the view of the public (to include vehicles) with visitors.
- c. Cadets are responsible for the conduct and decorum of their visitors while on VMI grounds.
- d. Cadets may escort visitors by offering their left arm. Cadets must render proper military courtesies while escorting visitors.
- e. Cadets may not hold the hands of visitors.

6. PROSCRIBED (PROHIBITED) SEXUAL ACTIVITY

For the purpose of this provision, "proscribed (prohibited) sexual activity" is defined as: Sexual intercourse, any form of consensual sexual activity constituting a crime under the Virginia Code and any other form of physical contact with another person which, if continued, will produce sexual gratification or release. Cadets shall not engage in proscribed (prohibited) sexual activity while on Post, or in public in uniform (or some article thereof), or under such other circumstances that third parties know or reasonably should know that a participant in said sexual activity is a Cadet. The penalty for engaging in proscribed (prohibited) sexual activity as stated above is a dismissal to a Number Five.

CHAPTER 26 – CADET SAFETY

1. **CROSSING ROUTE 11:** Cadets may only use the bridge at Alumni Memorial Field, the bridge at the CPTF or the tunnel between Crozet and Kilbourne Halls to cross Route 11. Any other means to cross, including marked crosswalks, is unauthorized.
2. **RUNNING DURING HOURS OF DARKNESS:** Cadets must wear reflective belts when running during low light conditions. The Parade Ground is the only authorized area for running outdoors during hours of darkness.
3. **HEADPHONES:** Cadets engaged in physical activities such as running may use headphones or ear pieces, but only in areas where there is no vehicular traffic.
4. **EMERGENCY PHONES “BLUE LIGHTS”:** Emergency Phone “Blue Lights” are located across Post for use in emergency situations. In case of emergency, Cadets are encouraged to utilize the phones to contact Post Police.

CHAPTER 27 – VISITORS

1. **OVERVIEW:** VMI is State property. Visitors are welcome to visit facilities not specifically intended for the sole use of Cadets, faculty or staff.
2. **VISITORS TO POST**
 - a. Cadets must wear class uniform or better while escorting visitors on Post.
 - b. Visitor Center.
 - (1) Visitors report to the Visitor Center in Lejeune Hall to have a Cadet summoned.
 - (2) Cadet orderlies ensure the Cadet is informed the visitor has arrived.
 - (3) The orderlies inform the visitor if the Cadet cannot be found.
 - c. Cadets may not visit with guests in academic buildings with the exception of Preston Library.
 - d. Post Visitation Hours: Daily from 0800 until taps.
 - e. Visitors must depart Post no later than 5 minutes after taps.
3. **VISITORS TO BARRACKS**
 - a. Only uniformed faculty and staff members, identifiable coaches and alumni can visit barracks unescorted.
 - b. Non-alumni are not permitted in barracks unless escorted by a member of the Commandant's staff or uniformed faculty/staff members.
 - c. Alumni Visitation. Alumni must sign in inside the guard room for a visitor's pass between the hours of 0800 hrs and 1845 hrs daily. Alumni are not allowed to visit in barracks during SRC or evening CQ (after 1945 hrs) without permission from the Officer in Charge (OC).
 - d. Alumni are not authorized to release New Cadets (Rats) from the ratline. The only exception to this is if the alumnus is personally accompanying the rat from location to location.
 - e. Alumni must remain on the first stoop through the duration of their visit unless otherwise authorized.

CHAPTER 28 – BARRACKS EVACUATION PROCEDURES

1. **OVERVIEW:** Cadets first on scene to a fire or other life-threatening event such as a gas leak and the Cadet guard team are responsible for executing the barracks evacuation procedures. Prompt and efficient action of first responding Cadets is essential to help ensure the safety of all Cadets. Safety is paramount. Cadets do not take action that puts themselves or others at risk.
2. **FIRST RESPONSE**
 - a. When a fire breaks out in barracks or any other situation requiring the evacuation of barracks, on scene Cadets and guard team Cadets ensure barracks inhabitants are notified and Central Dispatch is contacted at 540-463-9177.
 - b. On scene Cadets activate the fire alarm if no alarm is sounding. To activate the alarm:
 - (1) Find the nearest manual initiation device located throughout barracks (next to stairwells/each of the four Arches and along the stoops).
 - (2) Pull down on the clear plastic cover.
 - (3) Push the black button marked “push.” Pull down on the white handle marked “pull down.”
 - c. Upon alarm activation:
 - (1) On scene Cadets provide the guard team with details of the fire.
 - (2) On scene Cadets either report to the senior Cadet in the guard room or inform the courtyard sentinel who then reports to the guard room and the Officer in Charge.
 - (3) Information to be reported includes the location/severity of the fire, the number of injured Cadets, etc.
3. **EVACUATION**
 - a. An evacuation egress map is installed in each Cadet room adjacent to the door leading out on the stoop/concourse hallway. The map indicates the route Cadets are to follow during an evacuation to safely exit Barracks. Per the State Fire Marshal Office, the egress map has to remain unobstructed at all times. Covering the egress map is a reportable violation.
 - b. If barracks is evacuated after 0600 and before taps, Cadets not in barracks should listen for instructions on the Post public address system. Cadets may be required to shelter in place or report to Cocke Hall for accountability.
 - c. If Cocke Hall is not available as the evacuation location, listen for turn-out instructions and/or instructions via the Post public address system
 - d. After taps, the guard team immediately opens the arch and directs Cadets to the formation location
 - e. Upon the outbreak of a fire, Cadets immediately evacuate barracks. Cadets do not wait for the sounding of the fire alarm.
 - f. Fire evacuation routes are as follows:

OLD BARRACKS

101-127, 201-227, 301-337, 401-427	Down southwest stairs and out Washington Arch
102-128, 202-228, 302-328, 402-428	Down southeast stairs and out Washington Arch
129-139, 154-158, 229-239, 254-258, 329-339, 354-358, 429-439, 454-458	Down Old Barracks Sally Port and out Old Barracks Arch
130-152, 230-252, 330-352, 430-452	Down northeast stairs and out Old Barracks Arch

NEW BARRACKS

461-497, 484-498, 373-397, 384-398, 261-297, 288-298	Down Tac stairs and out Marshall Arch
266-286	Down small Tac stairs (over entrance to concourse) and out Marshall Arch

557-561, 441-459, 466-482, 341-371, 366-382, 241-257	Down New Barracks Sally Port and out Marshall Arch
145-173, 166-198	Take the most direct, safest route through Marshall Arch
C-12-C-20	Up staircase marked "EXIT" by room C9 and out Marshall Arch

THIRD BARRACKS

3-103 to 3-134	Take the most direct, safest route through the 3 rd Barracks Arch
3-201 to 3-219	Down southwest stairs and out the 3 rd Barracks Arch
3-212 to 3-226	Down northeast stairs and out the 3 rd Barracks Arch
3-228 to 3-236	Down the northwest stairs and out the 3 rd Barracks Arch
3-303 to 3-335, 3-403 to 3-435	Down the southwest stairs and out the 3 rd Barracks Arch
3-337 to 3-341, 3-437 to 3-441	Down the northwest stairs and out the 3 rd Barracks Arch
3-328 to 3-340, 3-428 to 3-440	Down the northwest stairs and out the 3 rd Barracks Arch
3-312 to 3-326, 3-412 to 4-426	Down the northeast stairs and out the 3 rd Barracks Arch
3-509 to 3-513	Down the 5 th stoop stairs, Down the southwest stairs and out the 3 rd Barracks Arch
3-521 to 3-525	Down the 5 th stoop stairs, down the southwest stairs and out the 3 rd Barracks Arch
3C32-3C26	Up staircase at Fire Exit Door S03C and out 3 rd Barracks Arch
3C24-3C12	Up staircase at Fire Exit Door S04C and out 3 rd Barracks Arch

4. ACCOUNTABILITY

- a. Upon evacuating barracks, Cadets form in Cocke Hall in company areas.
 - (1) Prior to integration New Cadet (Rat) platoons form the 4th platoon of each company.
 - (2) All Cadets on the GIM form with their companies.
 - (3) Cadets return to barracks only when instructed to do so by the Officer of the Day (OD).
- b. The S1 staff ensures accountability is taken and missing Cadets are identified.
 - (1) First Sergeants take accountability and immediately provide names of missing Cadets to their Battalion S1.
 - (2) S1 Lieutenants cross check names of missing Cadets with the computerized accountability records (provided by the S1 Sergeant).
 - (3) Battalion S1s deliver consolidated accountability reports to the Regimental S1 Captain.
- c. The S1 Captain provides this data to Cadet leaders and the Commandant's staff.

CHAPTER 29 – DOOR LOCKING POLICY

1. **OVERVIEW:** Cadets can lock their doors while they are in the room to ensure their own safety and security.
2. **SCHEDULED LOCKING OF DOORS OCCURS DURING:**
 - a. During the Thanksgiving, winter, spring and Easter (if a furlough) furloughs.
 - b. During Corps participation at inaugurals, Corps trips, and FTXs.
 - c. During Ring Figure (2nd Class rooms only).
 - d. Otherwise directed by the Commandant's Headquarters.
3. **ADDITIONAL CLARIFICATION TO DOOR LOCKING POLICY**
 - a. A Cadet is authorized to lock their door at their own discretion. If a Cadet feels threatened they may proceed directly to the Guard Room and contact the Officer In Charge or contact by calling 464-7294 or OC at 7962.
 - b. If a Cadet locks their door they must have their shade up.

CHAPTER 30 – ROOM OCCUPANCY POLICY

1. **ROOM OCCUPANCY OVERVIEW:** No Cadet is compelled to spend the night in a barracks room alone. However, all of a Cadet's roommates might be off post due to NCAA obligations, the taking of weekends, etc.
2. **TEMPORARY OCCUPANCY OF ANOTHER ROOM:** Any Cadet may request permission to sleep temporarily in another Cadet's room when all of their roommates are off post for the evening (conversely, permission is also granted for a Cadet to sleep in a room that temporarily only has one occupant).
 - a. Cadets request exceptions from any uniformed member of the Commandant's Staff during normal business hours.
 - b. After business hours and on weekends, exceptions are made to the Officer-in-Charge.
 - c. When practical, the exception is granted for a specific duration of time.
 - d. Except in very rare circumstances, Cadets occupy the rooms of their classmates. New Cadets (Rats) always temporarily occupy the rooms of other New Cadets (Rats).
3. **DOOR CARDS:** Cadets authorized to temporarily occupy another Cadet's room mark "Authorized Absence" on their door cards and are "alright" for the taps, Sunday morning and OC Checks Status Checks if in their temporary room.
4. **PERMANENT OCCUPANCY OF ANOTHER ROOM:** VMI Cadets are not authorized to be the sole occupant of a barracks room. Cadets whose roommates have permanently departed the Institute may coordinate a new room assignment through their Class Historian and the Deputy Commandant.

CHAPTER 31 – WEAPONS

1. VMI ISSUED WEAPON

- a. Cadets are responsible for the security, accountability and maintenance of their assigned M-14 rifle and bayonet at all times.
- b. If assigned an M16A2 rifle (1.a.) applies.
- c. VMI issued weapons (M-4s, AR-15, bayonets, etc.) are property of the U.S. Federal Government and must be secured, safeguarded and maintained at all times; loss of a weapon, including any major parts/components, is a serious offense/incident and must be reported immediately to the Cadet chain of command, VMI guard room, VMI arms room and Commandant's office (OC/TAC). In the event a VMI weapon is found on post, the responsible individual should safely secure the weapon and transport to the guard room for accountability and security.
- d. A lost or stolen firearm is a serious offense. A lost or stolen firearm will be grounds for a penalty ranging from Federal/State prosecution and/or a VMI penalty of dismissal to a number five (5).
- e. Loss of a bayonet is a serious offense and must be reported through the Cadet chain of command to the Battalion Operations and Training Sergeants or any Commandant's staff member.
- f. Bayonets are only drawn from scabbards for cleaning and maintenance or as directed at parades and formations.
- g. Cadets must:
 - (1) Not bang rifles on the ground or stoop.
 - (2) Keep weapons on Post at all times unless participating in an approved VMI activity.
 - (3) Turn in issued weapons to the armory when directed.
 - (4) Inform the armory when a weapon has been damaged.
 - (5) Cadets must inform their company master sergeants when rifles and or bayonets have been turned into the arms room for damage repairs for proper accountability.
 - (6) Cadets will immediately report a lost, found, or stolen firearm to a Commandant staff official, officer in charge, and to the guard room.

2. OTHER FIREARMS:

- a. Cadets are prohibited from possessing, carrying or storing a weapon on any VMI property unless IAW General Order 25, Section 2.4. For the purposes of this regulation, all Cadet parking areas, to include any off Post, are considered "VMI property".
- b. The registration, storage and handling of personally owned weapons belonging to the Trap and Skeet Club, VMI Rifle Team, Combat Shooting Team, or paint ball/airsoft gun clubs are as described in the team permit and approved by the Commandant.
- c. Cadet personally owned weapons may be authorized for specific training or shooting events in the North Post baffled range facility and will be stored at the range or removed from VMI property upon completion of the event.

3. PROCEDURES FOR LOST OR STOLEN FIREARMS

- a. Commandant's staff officials and/or Officer in Charge who has been notified of a lost or stolen firearm will report the incident to the Commandant.
- b. The first notified Commandant staff official or Officer in Charge will commence a log of events; commencing with the time first notified of the lost or stolen firearm.
- c. The first notified Commandant staff official or Officer in Charge will commence the procedures in place for lost firearm.
- d. Responsibility:

- (1) Commandant
 - (a) Ensure a 100% inventory of all weapons is completed.
 - (b) Notify the Institute armorer to report to post.
 - (c) Initiate an investigation and search for the lost weapon.
 - (d) Immediately notify higher HQ (Institute Chief of Staff) and VMI Police Department; report must be filed NLT 4 hours of the incident.
 - (e) Immediately notify ROTC battalion command (Army)
- (2) Armor:
 - (a) Assist in the inventory of all assigned firearms in the arms room.
 - (b) Provide all necessary documentation.
- (3) Unit Personnel (Cadets):
 - (a) Upon suspecting that a weapon is lost/stolen, immediately notify commandant staff officials, officer in charge, and guard room.
 - (b) Assist as necessary in the search for the weapon.

e. Timeline:

WHO / WHAT	WHEN
Initial alert from Cadet WHO: Cadet	Zero hour
Initiate search of last known area of firearm WHO: CMDT Staff / OC	+10 Minute
Commence journal (Log) WHO: CMDT Staff / OC	+20 Minute
Contact Armorer (To report) WHO: CMDT Staff /OC	W/I one hour of initial alert
Notify commandant WHO: CMDT Staff / OC	+2 Hour
Notify Chief of Staff/VMI Police/ROTC ARMY WHO: Commandant	+4 Hour
File report WHO: Commandant	+4 Hour
Initiate lock down and 100% search	+4 Hour
Cancellation of lock down WHO: Commandant	

4. VIOLATION OF WEAPONS POLICY

Cadets found to be in violation of the weapons policy are subject to a penalty ranging from Federal/State prosecution and/or a VMI penalty of dismissal to a number five (5).

LIST OF ACRONYMS / ABBREVIATIONS

1 st SGT	First Sergeant
ATAC.....	Assistant Tactical Officer
AWOL	Absent without Leave
BIT	Bystander Intervention Training
BD.....	Bed Down
BOV	Board of Visitors
BRC	Breakfast Roll Call
CAD	Completion of Academic Duty
CCQ.....	Close Call to Quarters
CIC	Cadet in Charge
CEA	Cadet Equity Association
CLE.....	Center for Leadership and Ethics
CMD	Completion of Military Duty
CP	Class Parade
CPE	Cadet Professional Educators
CPL.....	Corporal
CPTF	Corps Physical Training Facility
CQ	Call to Quarters
CQRB	Call to Quarters Release in Barracks
CT.....	Commandant's Time
DT	Dean's Time
EC.....	Executive Committee
EMT	Emergency Medical Technician
FCP (1).....	Full Class Privileges
FCP (2)	First Class Permit
GC	General Committee
GD	Gym Uniform
GP	General Permit
GPA	Grade Point Average
HC	Honor Court
HD	Haydown
IAW	In Accordance With
LRC	Leadership Reaction Course
MAD	Medical All Duty
MI.....	Military Inspection
NLT	No Later Than
NCAA	National Collegiate Athletic Association
NCO.....	Non Commissioned Officer
NG	National Guard

OCOfficer in Charge
OCP..... Operational Camouflage Pattern
ODOfficer of the Day
OG Officer of the Guard
OGA..... Officers of the Guard Association
LT..... Lieutenant
PDAPublic Display of Affection
PE.....Physical Education
POV Privately Owned Vehicle
PT (1)..... Penalty Tour
PT (2)..... Physical Training
QMD Quartermaster's Department
R.....Ranks
RDC.....Rat Disciplinary Committee
ROTC..... Reserve Officer's Training Corps
RQ Release from Quarters
SOPStandard Operating Procedure
SRC..... Supper Roll Call
SS-ASoft Shoe Always
SS-P.....Soft Shoe Partial (Must wear low quarters to ranks)
TAC..... Tactical Officer
XO Executive Officer



Blue Book
August 2022