



DEPARTMENT OF THE NAVY

NAVAL RESERVE OFFICERS TRAINING CORPS
THE TULANE UNIVERSITY OF LOUISIANA
NEW ORLEANS, LA 70118

IN REPLY REFER TO:

NROTCTUINST 1650.3G
1 DEC 12

From: Commanding Officer, NROTC Unit, Tulane University

Subj: E. V. RICHARDS, JR. ACADEMIC EXCELLENCE SCHOLARSHIP PROCEDURES

1. Purpose. To establish a standard procedure for the application and awarding of E. V. Richards Academic Excellence Scholarships.
2. Revised. NROTCTUINST 1650.3G
3. Background. In 1956 an endowment fund was established with a donation from the E. V. Richards, Jr. Foundation. The purpose of the fund was to provide financial assistance to worthy NROTC student who displayed a high degree of scholastic performance, moral conduct, and high aptitude for the Naval Science.
4. Objectives:
 - a. Merit and Aptitude based. Award Tuition Scholarships to the non-Scholarship NROTC midshipmen with the "best aptitude for naval service." "Best aptitude for naval service" is a combination of academic, moral, leadership, and physical fitness traits. The scholarships will be awarded to either (a) the college freshmen or sophomores with the best chance of obtaining a three or two year Navy scholarship, or (b) deserving junior or senior non-scholarship midshipmen who have contractually obligated to serve in the Naval Service after graduation.
 - b. Increase the flexibility of Tulane University and the NROTC Unit to adjust to changing NROTC program requirements without periodic revision to the endowment's administration criteria.
 - c. Award the scholarships in such a manner to promote Tulane enrollment objectives.
 - d. Continue to reward academic excellence with the grant of semester academic excellence awards.
5. Eligibility. All NROTC students attending Tulane University will be eligible for an E. V. Richards Academic Excellence Scholarship if they meet the following criteria:

Underclassmen:

- a. Excellent military, moral, and physical fitness aptitude, and a GPA of 2.8 or higher.
- b. Math 121/2 grade of C or better (if applicable). Long Calculus grade of C+ or better (if applicable).
- c. A score of GOOD or better on the Navy/Marine Corps Physical Fitness Test.
- d. No criteria for academic majors. However, the selection process will be biased towards technical and science majors.

Upper Classmen:

Non-scholarship NROTC Juniors and Seniors with a 2.8 GPA or higher who have "advanced standing" in the unit.

6. Selection Process:

a. The selection board will be chaired by the Marine Officer Instructor and will consist of at least two (2) other Assistant Professors of Naval Science. Board results will be forwarded to the Executive officer for review and to the Commanding Officer for approval. If desired, a Tulane University representative may also participate on the Board.

b. For Freshmen, the Board will be convened after receipt of mid-term grades. For all others, the Board will be convened when appropriate, normally near the end of the spring semester.

c. The Board will notify Stewardship offices as well the E. V. Richards, Jr. Foundation of the results.

7. Duration of the Scholarships.

The awards will normally be for an academic year. Second semester benefits will be contingent upon satisfactory scholastic performance, morale, conduct, physical fitness and continuing compliance with the eligibility requirements of the E. V. Richards, Jr. Foundation Endowment.

8. Monetary Value of the Scholarships:

a. The scholarships will fund full tuition, university fees, and a reimbursement for books.

b. Any unused funds will be reinvested into the endowed corpus account.

9. Academic Excellence Scholarships:

a. Award seven \$500 checks each Fall and Spring semester to the seven midshipmen with the highest GPA (14 credit hours minimum).

b. Award one \$500 check each Fall and Spring semester to the midshipman with the most improved GPA (14 credit hours minimum and a minimum semester and overall GPA of 2.5).

10. Notification. Each semester a memorandum will be promulgated listing scholarship winners. A copy will be forwarded to the Tulane Office of Stewardship for the issuance of checks. The checks will be presented at an appropriate ceremony.



A. P. CHATHAM