

**NATIONAL SOJOURNERS, INC.**  
8301 East Boulevard Drive  
Alexandria, Virginia 22308-1399-26

24 JUNE 1982

**NATIONAL REGULATION 9.2**

**Subject: ROTC Awards**

**Reference: (a) National By-Laws, ARTICLE 9.2  
(b) National Regulation 8.2.1  
(c) National By-Laws, ARTICLE 16**

**1. PURPOSE:** To prescribe the ROTC Award Program outlined in references (a) and (b). The awards, consisting of a medal and ribbon bar with case and certificate are approved for junior and senior Army, Navy, Air Force and Marine ROTC units in accordance with existing service directives. The medal/ribbon bar is authorized to be worn on Cadet/Midshipman uniforms in accordance with individual service regulations.

**2. GENERAL:** Chapters, as a part of their Americanism Program, sponsor the ROTC awards upon request of qualifying schools. The Chapter President shall designate a coordinator (possibly the Chapter's Americanism Chairman), who, in conjunction with the Chapter Secretary, administers the program. Expenses may be paid from the Chapter treasury, by individual sponsors or in exceptional cases by National Headquarters.

**3. THE MEDAL:** The medal is similar to the Sojourner Medal except that the word NATIONAL is replaced with the letters ROTC. The presentation kit (medal, ribbon bar and case, and blank certificate) will be ordered by the Chapter Secretary from National Headquarters in accordance with reference (c). Medal sets may be ordered for display purposes.

**4. THE CERTIFICATE:** The Certificate should be neatly handlettered or "chart packed" and framed in a locally available standard document frame.

**5. SPONSORSHIP:** Chapters of National Sojourners, upon request of ROTC units or institutions, are encouraged to sponsor the award. Sponsorship includes the coordination, procurement, and presentation of the award. Direct liaison with ROTC units or institutions is authorized. Chapters and individuals may encourage ROTC units to request the awards but awards are not to be presented unless they are approved for presentation by the institution. Requests for sponsorship received at National Headquarters will be forwarded to the Chapter or the Area/Regional Representative nearest to the institution for possible local sponsorship. Individuals wishing to sponsor awards for units that are not sponsored by Chapters should send a check for the cost of each award to National Headquarters indicating any preference as to the institution to which it is to be sent. Many undesignedated

awards are needed each year for ROTC units that have made their requests directly to National Headquarters. Copies of all correspondence pertaining to awards other than those presented directly by a Chapter should be sent to National Headquarters. National Headquarters should receive copies of all correspondence generated by these awards for documentation and records purposes.

**6. CRITERIA:** Recommendations by the ROTC staff of the Institutions will be based upon basic criteria established by the Services regarding academic standing, class enrollment and other standards or eligibility. The National Sojourners criteria is that the recipient must have encouraged and demonstrated the ideals of Americanism by deed or conduct or both; and that the recipient demonstrated a potential for outstanding leadership. There is no restriction of the award based upon race, religion or sex, other than the student must be enrolled in a Department of Defense authorized Reserve Officer Training Corps program. Normally, only one medal is presented by each ROTC unit. Preferably the recipient should be a sophomore or junior so that the medal may be worn for a year or more. Most schools select recipients who rank in the top 25% of their class academically.

**7. ADMINISTRATION:** The coordinator should, during March, ensure contact with ROTC units desirous of presenting the award. Initially some units may contact the Chapter based upon the list of available awards published by each service. The National Secretary will forward to the Chapter Secretary any new requests made through National Headquarters. If the staff of the unit does not seem familiar with the award, an explanation is in order. Once contact is made, the coordinator should request that he be notified as early as possible of the time, date and place of the awards ceremony and the rank and name of the recipient(s). If he cannot make the presentation himself, he should ensure that one of the members who live in the vicinity is prepared to make the presentation.

**8. PRESENTATION CEREMONIES:** Annual presentations (usually May or June) are made at ROTC parades, auditorium assemblies and Dining-In or Mess Nights. Whatever the case, the Cadets/Midshipmen, staff and parents take the ceremonies very seriously. A seat will normally be designated for each presenter. The presenter should dress according to the type of ceremony: a uniform matching the uniform worn by the ROTC Staff is usually most desirable; however, in some cases a business suit will suffice. In the case of a Dining-In or Mess Night, a dress uniform or tuxedo is appropriate. Miniature service medals and/or Sojourner/Hero Medals are appropriate on civilian dress. Remember that the member represents the Officers of the Armed Forces as well as Masonry. If invited for a dinner or banquet at the expense of the unit the cost of your meals is normally borne by the Cadets, not by the unit.

**9. THE PRESENTATION:** The printed program will contain the sequence of presentations. Presenters are normally briefed prior to the ceremonies; they may then take their cues from previous presentations. If appropriate remarks are requested, keep them brief. During the presentation the certificate can be tucked underarm or held by an aide. The medal is pinned on the left breast (collar in case of a female recipient). A little practice should avoid fumbling. While pinning, a few remarks directly to the recipient are

appropriate. The certificate should be given with left hand while shaking hands with the right. If the recipient salutes, the salute is returned. Occasionally, the recipient may be under arms or carrying a flag; in this case it should be explained that the medal case and certificate will be at the awards table after the ceremonies. Following the ceremonies, the presenter should introduce himself to the ROTC Commander, the Cadet Commander and other officials, and search out the recipient(s) for further congratulations. Have an application for Membership handy just in case.

10. **PUBLICITY:** Maximum publicity emphasizing Americanism is desired in local hometown and campus news media. Announcements given to the press 24-36 hours in advance of the presentation of the award(s) are more apt to be used.

11. **REPORTS:** The Chapter Secretary will ensure that the Chapter's Annual Americanism Report includes the following for each award:

- a. School, location and type of ROTC Unit
- b. Name of recipient
- c. Date and time of ceremony
- d. Name of presenter
- e. Copies of photo and/or news release(s)
- f. Copy of Awards Ceremony Program
- g. Recommendations/comments

**WILLIAM G. SIZEMORE**  
National President

**ATTEST:**



**NELSON O. NEWCOMBE**  
National Secretary