

Valley Forge Military College Army ROTC Application Checklist

Please ensure the following items are completed and in your packet when you send it in. Documents submitted to VFMC as part of a college admissions application are not viewed by the ROTC department. **VFMC ADMISSIONS and ROTC ADMISSIONS are two separate offices and two separate application processes.** Failure to complete the ROTC application in accordance with the checklist below will only delay the processing of your packet until the deficiencies are corrected.

*ECP Application- on line

*CC Form 139-R, Cadet Application and Enrollment Record (Select page 1 and 2 by clicking tabs at the bottom of the Excel sheet)

____ Page 1 (section 1 only)
____ Page 2 (complete page with signature)

***Proof of Citizenship- Those that live within 3 hours of the school will have an in-person interview and should not mail these documents, but bring them to the interview. If an applicant lives more than 3 hours away, they need to mail original citizenship documents to the address below. They will be returned via FEDEX with a tracking number provided.**

____ Birth Certificate (original)
____ Social Security Card (original, ensure you sign the social security card)
____ Naturalization paperwork (if applicable)
____ Copy of state or federally issued ID card

*Standard Cadet In-Processing Forms

____ Dental Memo
____ Direct Deposit Form
____ W4
____ State of Legal Residence
____ Immunization Records
____ DD Form 369 (sections 2,3,4,5,6,7,8,11)

Basic Camp Forms

____ Mini Registration
____ DD Form 2005

*Direct Entry (only applies to current or former military members)

____ DD 214 or 220
____ BCT graduation certificate or equivalent
____ DD4 Series
____ Copy of MEPS physical

Print

Signature

Mail completed packet to:
VFMC Army ROTC Department
1001 Eagle Road
Wayne, PA 19087

ZOOM INTERVIEWS AVAILABLE ONLY IF YOU LIVE GREATER
THAN 3 HOURS FROM VFMC (exceptions for COVID currently)