



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
HEADQUARTERS, UNITED STATES ARMY CADET COMMAND  
FORT MONROE, VIRGINIA 23651-1052

S: 28 Feb 11  
29 Feb 12

ATCC-JR (145)

23 Apr 10

MEMORANDUM FOR Brigades

SUBJECT: Annual Army Junior Reserve Officers' Training Corps Essay Contest

1. The purpose of this memo is to provide information and assign responsibilities for the Army Junior Reserve Officers' Training Corps (JROTC) Essay Contest for School Year (SY) 10-11.
2. In order to provide additional planning time and address alternative scheduling scenarios in many school districts, Cadet Command is announcing themes for its essay contest for the next two school years.
  - a. SY 10-11 – "JROTC Differs from Other High School Courses"
  - b. SY 11-12 – "JROTC Helps Me Deal with Peer Pressure"

Announcing the contest theme a year in advance permits Cadets enrolled in JROTC the second semester of a school year an opportunity to participate. As an example, Cadets enrolled in JROTC the second semester of SY 09-10 could submit essays using the theme for SY 10-11, "JROTC Differs from Other High School Courses." These essays would then be judged, along with those submitted the first semester of SY 10-11, to select a school winner. Cadets enrolled in JROTC for an entire school year would continue to submit essays in the same timeframe as in past years.

3. Major areas to be considered in conducting the essay contest are:

- a. Criteria. All students currently enrolled in Army Junior ROTC are encouraged to participate. Essays, which will be judged on content, organization, and structure, should be the work of the individual Cadet. Criteria should also include the development of the main idea or concept. Winning essays are often used for promotional purposes. Special attention should be given to grammar, punctuation, and template. The essays are to be 250-350 words in length; essays longer than this will not be evaluated. An essay template is at enclosure 1.
- b. Judging. Since many instructors use these essays as learning activities and they are more familiar with the writing skills of individual Cadets, judging should begin at the local school level. It is therefore recommended that instructors submit only one winning essay to their Brigade. Each Brigade will submit one winning essay via email to Ms. Athlyne Tyler

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at [Athlynne.Tyler@us.army.mil](mailto:Athlynne.Tyler@us.army.mil). This procedure will make judging the essay contest less time consuming for all levels.

c. Awards. The Essay Contest Sponsor will provide awards for the 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> Place National Winners. Winning Cadet's social security number will be require if savings bonds are awarded. The award will be mailed directly to the Cadet's home address. A JROTC Certificate and 2 Star Note will be provided as well. Awards should be presented by a senior officer at an appropriate ceremony.

4. Specific responsibilities:

a. **Director, JROTC**

- (1) Conduct the JROTC Essay Contest and announce the annual theme.
- (2) Coordinate final judging of the National Winner and announce selection.
- (3) Acquire awards for each winner.
- (4) Prepare congratulatory letter to the National Winners for CG signature.

b. **Brigade Commanders**

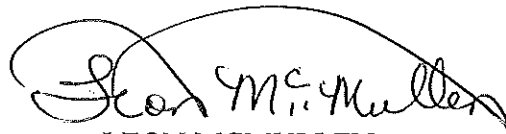
(1) Coordinate the judging of Brigade winners. Essays should be considered by a minimum of three judges. Forward one winning essay via email to Ms. Athlynne Tyler at [Athlynne.Tyler@us.army.mil](mailto:Athlynne.Tyler@us.army.mil) NLT 28 February 2011 for SY 10-11 contest.

(2) Prepare congratulatory letter to winners and participation letters to school entrants as appropriate.

(3) Coordinate local awards ceremony in recognition of winner(s).

(4) Provide Cadet Command the winning Cadet's full name, rank, home address, school name, POC, and school address with your essay submission. A cover sheet is at enclosure 2.

5. Point of contact is Ms. Athlynne Tyler, [Athlynne.Tyler@us.army.mil](mailto:Athlynne.Tyler@us.army.mil), 757-788-5488.



LEON MCMULLEN  
Deputy Director, Army JROTC

2 Encls

1. Essay Template
2. Essay Cover Sheet

*Enclosure 1*  
*Essay Template*  
*Times New Roman, 12 point font, double spaced, 1" margins*

Cadet John Doe  
LET 2  
All American HS  
City, State

“JROTC Differs from Other High School Courses”

*Enclosure 2*  
*Essay Cover Sheet*

**For Brigade submissions to Cadet Command only**

Cadet Name (First and Last):

Cadet Rank:

Cadet SSN: Provided to Cadet Command only if selected as 1<sup>st</sup>, 2<sup>nd</sup> or 3<sup>rd</sup> place winner

Cadet Home Address (Street, City, State and Zip):

School Name, Address (Street, City, State and Zip):

School POC, Phone Number, and E-mail (SAI or AI):