

## CTLT STATEMENT OF UNDERSTANDING

### 1. Cadet Data

Full Name: \_\_\_\_\_ School \_\_\_\_\_

*This block for administrative use only*

Type: \_\_\_\_\_ Seq #: \_\_\_\_\_ Training Location: \_\_\_\_\_

Training Dates: \_\_\_\_\_ to \_\_\_\_\_ LDAC Regiment: \_\_\_\_\_

Academic School Starting Date \_\_\_\_\_

2. Training Description: The below annotated training CTLT platoon leader, internships or DCLT is collectively referred to as CTLT.

### 3. CTLT CHECKLIST OVERVIEW (Cadet initial each statement)

\_\_\_ CTLT is 3-4 week long training opportunity.

\_\_\_ Uniform. CTLT Cadets will wear Cadet Second Lieutenant rank appropriate for the uniform of the day. Class B uniforms are required for CTLT in Korea and Europe. Class A uniform is required for Korea. Uniforms are provided by your university and must be carried to LDAC.

\_\_\_ Cadets may be placed in a leadership position, or shadow a current Platoon Leader. All cadets will receive an OER regardless of the position in which they serve.

\_\_\_ CTLT experiences vary greatly depending on unit and timing. ***It may entail 3-4 weeks of complete field time***, or you may have free time after duty and weekends.

\_\_\_ When traveling to and from your CTLT assignment, cadets are in an on-duty status, therefore they ***will not consume any alcohol during travel***.

\_\_\_ An approved SECRET or interim clearance is required in order to attend CTLT with Signal and Military Intelligence units. An extension must be requested for all interim clearances to the effect that the clearance will not expire while attending training.

\_\_\_ ***Cadets are paid at a rate of approximately \$30.98/day. Pay will post to the cadet's direct deposit account on either the 1<sup>st</sup> or 15<sup>th</sup> of the month, whichever is closest to the departure date.***

\_\_\_ The packing list needed for LDAC is sufficient for CTLT duty. TA-50 and any additional equipment will be issued by your CTLT unit. A green or white ID card and ID tags are required. Red Reserve IDs are not valid.

\_\_\_ Lodging, meals and transportation will be provided by the government. Cadets must stay at the coordinated billets/lodging. Residing with local family or friends is NOT authorized.

\_\_\_ Meals. Cadets must carry a copy of their orders and a photo ID card in order to eat in some mess facilities. ***Commercial meals are not authorized, unless specifically stated on the cadet orders, and will not be reimbursed.***

\_\_\_ POVs and rental vehicles are not authorized unless specifically stated on the cadet orders. ***Cadets electing to purchase, rent, or drive a POV in connection with CTLT and while not authorized via orders before hand, WILL NOT be reimbursed.***

### 4. STATEMENT OF UNDERSTANDING (Cadet initial each statement)

\_\_\_ ***I understand that if I report to the CTLT assignment and I choose not to participate or complete the assignment; my return travel will be at my own personal expense. I will only be released from this duty by an emergency situation. (validated by Red Cross, etc). The end date for my assignment is the end date indicated on my orders.***

\_\_\_ I have reviewed the 8<sup>th</sup> Brigade ROTC and HQ Cadet Command website concerning CTLT.

\_\_\_ I understand that the Commander, 8<sup>th</sup> Brigade (ROTC), retains the authority to release me from this CTLT assignment based upon failure to complete camp, medical reasons, or other extenuating reasons.

\_\_\_ ***I understand voluntary failure to participate or complete the CTLT assignment may be viewed as my inability to follow through on a commitment (dependability) and this view may have an impact on my standing on my Battalion's Branching Order of Merit List (OML) and the automated OML.***

\_\_\_ I understand that I must file my DD Form 1351-2 within five days of completing this CTLT. If approved for a travel advance, it is my responsibility to submit the advance request. When filing my final travel claim, I must claim any travel advances that I receive.

Cadet Name (Print/Sign):

PMS or Representative (Print/Sign)

Date:

Date: