

PSLA NNDCC Promotion Card

Forging Future Leaders and Great Citizens

NAME: _____

* = NNDCC Instructor Only ** = CO, XO, and CMC *** = CO, XO, CMC and Platoon Commanders	CFM= Cadet Field Manual DM= Drill Manual
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Requirements for Promotion to:

E-2 Cadet/Seaman Apprentice	Sources	Completed/Signature	Date
Explain Navy Core Values	NS1 Book Ch 1 + CFM pg vi	**	
Perform Basic Stationary Drill	CFM/DM Ch 2 & 7 Drill Card 1	***	
Passing "Uniform Inspection" Grade	CFM Ch 1	Admin	
Performed at least 10 hours of Community Service		OPS	
Unit participation- 1 NNDCC Event		OPS	
Passing Naval Science Grade & NNDCCI Authorization to Promote		*	

E-3 Cadet/Seaman	Sources	Completed/Signature	Date
Recite NNDCC Cadet Creed & Explain	Handout	CMC	
Perform Basic Marching Drill	CFM 4; CFM/DM Ch 2 & 7: Drill card	***	
Passing "Uniform Inspection" Grade	CFM Ch 1	Admin	
Unit participation- total of 2 NNDCC Events		OPS	
Demonstrate the proper way to fold the flag		*	
Conduct a minimum of at least 20 hours of Community Service		OPS	
Passing Naval Science Grade & NNDCCI Authorization to Promote		*	

E-4 Cadet/Petty Officer Third Class	Sources	Completed/Signature	Date
Recite NNDCC Cadet Creed & Explain	Handout	CMC	
Command Basic Squad Stationary Drill	CFM/DM Ch 2 & 7; Drill card 1 *	***	
Perform Manual of Arms	CFM/DM Ch 3	**	
Perform Color Guard (All Stations)	CFM DM Ch 6	*	
Receive an outstanding "Uniform Inspection" grade since last promotion	CFM Ch 1	Admin	
Unit participation- Total of 3 NNDCC Events		OPS	
Conduct a minimum of at least 40 hours of Community Service		OPS	
Letter of Recommendation from Division Officer/Dept. Head	Hand to NNDCC Instructor	*	
Pass Promotion Exam for C/PO3		*	
Passing Naval Science Grade & NNDCCI Authorization to Promote		*	

E-5 Cadet/Petty Officer Second Class	Sources	Completed/Signature	Date
NS1 Graduate (Waiverable by NNDCC Instructor)		*	
Command Squad Marching Drill	CFM/DM Ch 2 & 7; Drill card 2	***	
Perform Guidon Manual	CFM/DM Ch 5	***	
Outstanding "Uniform Inspection" grade since last promotion	CFM Ch 1	Admin	
Unit Participation - total of 5 NJROTC events		OPS	
Conduct a minimum of 60 hours of community service		OPS	
Physical Fitness Average (> 80%)		*	
Letter of Recommendation from Staff Officer	Hand to NNDCC Instructor	*	
1 month time in rank (date made C/PO3)		Admin	
Pass Promotion Exam for C/PO2		*	
Passing NS grade and NNDCC Instructor Approval		*	

E-6 Cadet/Petty Officer First Class	Sources	Completed/Signature	Date
Command Platoon Marching Drill (3 squads, 12 cadets)	CFM/DM Ch. 8; Drill Card 3	***	
Outstanding "Uniform Inspection" grade since last promotion	CFM Ch. 1	Admin	
Unit Participation - total of 7 NNDCC events		OPS	
Conduct a minimum of 80 hours of community service		OPS	
Physical Fitness Average (> 80%)		*	
Letter of Recommendation from a XO or CMC	Hand to NNDCC Instructor	*	
1 month time in rank (date made C/PO2)		Admin	
Medal of Honor recipient essay	See NNDCC Instructor for details	*	
Pass Promotion Exam for C/PO1		*	
Passing Naval Science Grade & NNDCCI Authorization to Promote		*	

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E-7 Cadet/Chief Petty Officer (CPO)		Sources	Completed/Signature	Date
Perform Manual of Sword		CFM/DM Ch. 4	***	
Command Column of Files (as PLT CMDR)		CFM/DM Ch. 8; Drill card 4	***	
Perform Column of Files (as Squad LDR)		CFM/DM Ch. 8; Drill card 4	***	
OIC a unit event from start to finish			OPS	
Unit Participation - total of 10 NNDCC events			OPS	
Conduct a Uniform Inspection			*	
Conduct a minimum of 100 hours of community service			OPS	
2 months time in rank (date made C/PO1)			Admin	
Teach a successful NS-1 class			*	
Physical Fitness Average (> 80%)			*	
Pass Promotion Exam for C/CPO			*	
Submit Senior Enlisted Officer Packet		Handout	*	
Passing Naval Science Grade & NNDCCI Authorization to Promote			*	

E-8 Cadet/Senior Chief Petty Officer (SCPO)		Completed/Signature	Date
Successfully develop a community service project (>5 cadets)		OPS	
Exemplary Conduct Ribbon		ADMIN	
Exemplary Personal Appearance Ribbon		ADMIN	
Working knowledge of all unit functions/operations		*	
Pass the physical fitness test		*	
Average school GPA- 80 or above		*	
3 months time in rank (date made C/CPO)		ADMIN	
CMC interview/recommendation			
Passing Naval Science Grade & NNDCCI Authorization to Promote			

E-9 Cadet/Master Chief Petty Officer (MCPO)
 Only the regimental command MCPO may hold this rank

PSLA NNDCC MINIMUM & MAXIMUM PROMOTION RESTRICTIONS

CLASS	MINIMUM	MAXIMUM
NS-1	C/SEAMAN	C/PO3
NS-2	C/PO3	C/PO1
NS-3	C/PO2	C/SCPO
NS-4	C/PO1	C/OFFICER