



DEPARTMENT OF THE ARMY  
UNITED STATES MILITARY ACADEMY  
WEST POINT, NEW YORK 10996-1692

MACC-O

21 September 2016

MEMORANDUM FOR United States Corps of Cadets, West Point, NY 10996-1692

SUBJECT: Policy Letter #19: Fourth Class Privileges

1. Purpose. The purpose of this memorandum is to outline the privileges and regulations to which all Fourth Class Cadets must abide by during the academic year. The privileges and regulations listed in this memorandum are to be enforced by the three upper classes, staff and faculty in order to instill and maintain discipline in the Fourth Class.

2. Computers and Entertainment.

a. Fourth Class Cadets may use AIM, Oovoo, Facebook, Twitter, and other similar social media or online chat programs except during academic classes, lectures, and Evening Study Period (ESP).

b. Fourth Class Cadets may only use issued external monitors and are not authorized to use or store projectors in their barracks room.

c. Fourth Class Cadets may not use or store external speakers in their room.

3. Uniforms and Appearance.

a. Fourth Class cadets will be in a full uniform at all times when outside of their rooms.

b. Fourth Class cadets may only wear Corps or Club squad apparel for specific team events. Fourth Class Corps/Club squad cadets must change immediately into Gym-Alpha or higher before returning from team events and practices.

c. Fourth Class cadets will only wear issued uniform items. Fourth Class Cadets may not wear Chorofram shoes or Sta-Brite belt buckles.

d. Female Fourth Class cadets may wear make-up and earrings IAW the AR 670-1 (ref. pages 23-24).

4. Behavior and Activities.

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a. Fourth Class cadets will greet all Officers/CDT officers and NCOs/CDT NCOs with their company greeting.

b. At all times when inside the barracks, Fourth Class cadets will walk along the wall and square all corners.

c. When outside of their rooms, and in Cadet Area, Fourth Class cadets will neither talk nor look around. Their head and eyes will be straight forward; they will walk with hands cupped and assume the position of attention or parade rest when standing still. They will move with a purpose and not linger more than necessary in any area.

d. Fourth Class cadets are not permitted to use mobile electronics, such as cell phones, iPads and other similar devices, outside while within cadet area (see USCC SOP, Figure 4-1, *Cadet Area*), including all academic buildings, Cadet Area, the Apron, and the Mess Hall.

e. When a Fourth Class cadet is addressed by an officer/CDT officer they will assume the position of attention.

f. When a Fourth Class cadet is addressed by an NCO/CDT NCO they will assume the position of parade rest.

g. Fourth Class cadets are authorized to "fall-out" outside of the Cadet Area during the duty week and on weekends. "Fall-out" refers to the Fourth Classes ability to speak without first being spoken to by an upper class cadet and un-cupping their hands. Out of courtesy and good practices, all cadets should continue to greet one another in passing, but it is not required when "falling out". The Cadet Area includes the Apron and the Mess Hall. Therefore, Fourth Class Cadets must greet in the Mess Hall and on the Apron and may not fall out in these locations.

h. Fourth Class cadets are authorized to buy food from Grant Hall, but may not sit in Grant Hall unless accompanied by an upper class Cadet (excluding PFCs), TAC/TAC NCO, instructor or Coach. Fourth Class Cadets will not buy lunch during allotted lunch times in the Mess Hall.

i. Fourth Class cadets may use the mail room immediately following lunch.

j. Fourth Class cadets are not authorized to serve as managers for club or corps squad athletics during the AY.

5. Fourth Class Cadet Interaction Guidelines.

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a. The purpose of this section is to establish clear standards of conduct for Chain of Command interaction with Fourth Class Cadets, establish hazing prevention guidelines for AY17, and to outline corrective training standards for AY17.

b. AR 600-20 section 4-20 defines hazing as "any conduct whereby one military member or employee, regardless of Service or rank, unnecessarily causes another military member or employee, regardless of Service or rank, to suffer or be exposed to an activity that is cruel, abusive, oppressive, or harmful." Hazing is explicitly forbidden IAW AR 600-20, chapter 4. Hazing can also be anything verbal or psychological in nature. Some actions that are considered hazing include but are not limited to:

(1) Any action directed with the sole intent of providing entertainment for the Cadet Chain of Command.

(2) Any form of initiation or "rite of passage."

(3) Physically striking or inflicting pain.

(4) Forcing the excessive consumption of food or any substances, or physical corrective training immediately following meals. Any forced or coerced consumption of alcohol, drug, or tobacco product, or causing harmful, excessive, or abusive consumption of liquid, food, or any other substance is forbidden.

(5) Encouraging others to engage in illegal, harmful, demeaning or dangerous acts.

c. Fourth Class Cadet Corrective Training. Corrective Training (General). Corrective training and corrective action are tools available to leaders to rectify minor deficiencies, simple infractions, and less serious breaches of discipline, to focus the attention of the Fourth Class Cadets, and to inspire compliance with USCC standards. At no time is corrective training or action meant to demean, belittle, or embarrass a Fourth Class Cadet. As per TRADOC Regulation 350-6, "corrective training is for Soldiers who have demonstrated that they need, and would benefit from, additional instruction or practice in a particular skill. Corrective training should be directly related to the military skill that the Soldier is deficient in and assist him/her in meeting the standard." Corrective action is inappropriate for situations requiring additional training to master a specific level of skill proficiency, or in matters where punishment is administered as a result of Uniform Code of Military Justice (UCMJ) action." General guidelines include:

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d. Corrective action and training, if timely and appropriate, may correct deficiencies and may eliminate the need for formal disciplinary measures in the future.

e. Fourth Class Cadets will participate in corrective action and training only for as long as it is needed to correct the identified deficiency.

f. Physical exercise as corrective action. Requiring Soldiers to perform a reasonable number of repetitions of authorized physical exercises IAW TRADOC Regulation 350-6 Table 2-2 as a motivational tool is permitted for corrective action. Physical exercise as corrective action is intended to be used as the infraction occurs. It is not permissible for leaders to accumulate infractions all day and then adjudicate them in one mass physical corrective session. However, consideration must be given to the exercises, repetitions, and total number of times each day that exercise is used for corrective action to limit the potential for overtraining and injuries. Conduct physical corrective training of Fourth Class in an appropriate manner with a purpose relevant to substandard performance. Cadets administering the corrective action are not required to participate in the physical exercise as corrective action with the Fourth Class.

g. Cadet Corporals and above are authorized to employ physical exercise as corrective action.

h. Mass Physical Corrective Training is strictly prohibited. Corrective training is based off of individual infractions.

i. Motivational or team building physical activities are allowed only if they are strictly voluntary in nature and do not conflict with any mandatory training requirements. No voluntary activities may be conducted before Morning Commandant's Time or after TAPS. Exceptions to wake up or TAPS must be approved by the BTO.

j. Physical exercise as corrective action is intended to be used as the infraction occurs. Leaders cannot exceed THREE (3) exercises during a one hour period. Leaders cannot exceed SIX (6) exercises in a 24-hour period.

k. The decision to use Physical Corrective Training must be commensurate with climate conditions and surrounding area. i.e. - Do not drop a Fourth Class Cadet in field gear under Heat Category Five conditions.

l. Other Corrective Action. Non-physical tasks may be used, and are highly encouraged, as corrective training instead of physical exercise. Requiring a Cadet to recite the Soldier's Creed is an example of other action-based corrective action. Requiring a Fourth Class Cadet to "write lines" is prohibited.

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6. The point of contact for this memorandum is the Brigade Senior Enlisted Leader, at 845-938-7904.

A handwritten signature in black ink, appearing to read 'B. J. Reed', is positioned above the printed name.

BRIAN J. REED

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Brigade Tactical Officer