VIRGINIA MILITARY INSTITUTE
Lexington, Virginia

GENERAL ORDER)
NUMBER 1) 31 August 2015

Operating Rules of the Institute Schedule

1**. Intent, Philosophy, and Operating Guidance of the Institute Schedule.**

A. **Intent**. Time-management skills have long been a hallmark of a VMI cadet's education. The intent of the Institute Schedule is to allocate time so that cadets have the opportunity to achieve excellence in the academic, physical, moral-ethical, military, leadership and co-curricular programs and to structure a formal end to the duty day and evening study period.

B. **Philosophy**. The Institute Schedule sets the tempo of the cadets' day according to a specific operational blueprint. It provides guidance identifying where the cadet will be and which activities are authorized to be scheduled (and by whom) during specific periods. Constructs such as Academic Class Periods, Dean's Time, Commandant's Time, Physical Training Time, Evening Study Period, Dean's and Commandant's Saturdays, and the like are designed to fence blocks of time for specific activities, to discipline the members of the Institute against encroaching on others, and to add discipline, structure, and clarity to the cadets' life.

C. **Operating Guidance**. The operating rules of the Institute Schedule are based upon the principle of "exclusivity." Exclusivity delineates only those activities authorized to be scheduled during specified periods. Activities not expressly listed are excluded. Excluded activities may not be scheduled without an exception coordinated via the permit system and the Chief of Staff. When a cadet is required to be at more than one place at the same time, it is incumbent upon the *cadet* to de-conflict the situation prior to that time – asking forgiveness for an absence after the fact is not an acceptable course of action.

D. **Cadet Time**. Cadet Time is reserved for individual cadet use only. If a cadet is not scheduled for an authorized activity, that period becomes Cadet Time. During Cadet Time, cadets may study, use the library, computer facilities or other academic facilities, and attend to individual chain of command duties or personal affairs. On a voluntary basis cadets may participate in individual military training, physical fitness activities, and religious activities. On a cadet-initiated and selected appointment basis, cadets may receive academic tutoring, meet with their professors, take make-up examinations, meet with academic or other counselors, and schedule medical appointments.

2. **Provisions and Applicability.** The provisions of the Institute Schedule will be observed during the fall and spring academic terms. For events and periods depicted below, the Institute Schedule will be suspended unless otherwise directed by the Superintendent:

Cadre and Matriculation Week (Commandant)
Spring FTX (Commandant and ROTC Coordinator)
4th Class FTX (Commandant)
Final Examinations (Dean)
Graduation Week (Chief of Staff)
Summer School (Dean and Commandant)
Summer Transition Program (Dean and Commandant)
Furlough periods (Dean and Commandant)

The officers listed above have primary scheduling responsibility for the times designated. Schedules developed during these time periods must be coordinated through the Institute Planning Committee.

3. **Weekday Schedule** (1900 Sun - Taps Fri).

A. **Release from Quarters** (0600 – 0700, Mon – Fri). Cadet Time, including rest, except as indicated for Rat activities. No activities are authorized before 0600.

B. **Reveille.** (0700, Mon - Fri). All cadets must be formed for Breakfast Roll Call (BRC).

C. **Breakfast Roll Call and Breakfast** (0700 – 0750, Mon – Fri). This formation is mandatory for all cadets and cadets march to Crozet hall for this meal.

(1) Rats are marched back to barracks after breakfast by the cadre in company formation, receive brief information for the day, and are dismissed to prepare for the rest of the day.

(2) NCAA Stipulations for BRC.

(a) In-season (traditional) Lacrosse is excused from BRC on Wed and Sat for the purpose of team strength training.

(b) In-season (traditional) Wrestling is excused from BRC on Tue and Thu for the purpose of team strength training.

D. **Commandant's Rat Training Time** (0700 – 0750, Wed). Time for inspections, military instruction, and other Rat activities as prescribed by the Commandant.

E **Academic Class Periods (CP)**. (0800 – UTC, Mon – Fri). The primary duty for cadets during the Academic Class Periods is the attainment of excellence in the academic program. Cadets must attend all scheduled classes, laboratories, and examinations unless excused by the Superintendent, Dean of Faculty, or Post Physician. Academic Class Periods are scheduled as follows:

Class Period	Monday	Tuesday	Wednesday	Thursday	Friday
1st	0800-0850	0800-0915	0800-0850	0800-0915	0800-0850
2nd	0900-0950	0925-1040	0900-0950	0925-1040	0900-0950
3rd	1000-1050	1050-1205	1000-1050	1050-1205	1000-1050
4th	1105-1215[1]	1300-1415	1105-1215	1300-1415	1105-1215
5th	1300-1350[2]	1425-1540	1300-1350	1425-1540	1315-1405
6th	1400-1450		1400-1450		1415-1505
7th	1500-1550		1500-1550		1515-1605

[1]4th Class Periods on Monday, Wednesday, and Friday are designated as follows:

- Mondays - Dean's Time
- Wednesdays - Commandant's Time
- Fridays - Physical Training Time

[2]5th, 6th, and 7th Class Periods on Monday, Wednesday, and Friday can exist in three different configurations as follows:

- MWF 50-minute class periods beginning at 1300 and 1400 (5th and/or 6th CP)
- MW 75-minute class periods beginning at 1400 and ending at 1515 (extended 6th CP)
- MW lab periods beginning at 1300 and ending as late at 1550, and F lab periods beginning at 1315 and ending as late as 1605 (using all or part of 5th, 6th, and 7th CP)

- **Use of 7th Class Period (M, W, F) and 5th Class period (Tu, Th)**. Only laboratory courses and other multiple section courses may be scheduled during the final CP each day (no single section courses, with the exception of laboratory courses may be scheduled). Attendance at classes scheduled during these times takes priority over all other activities. The Director of Intercollegiate Athletics is authorized to schedule that time for practice and other directly related activities in support of NCAA athletic teams. For those athletes that do not have 5th or 7th CP.

F. **Dean's Time** (1105 – 1215, Mon). Time for academic purposes approved by the Dean. These may include course lectures, time for academic advisers to meet with advisees, corps-wide or class-wide academic events such as the academic convocation, lectures, assessment, common examinations, or the like. The period could also be scheduled on a limited basis as a normal instruction period for courses with special scheduling limitations. This period is used to pull competing academic events out of the prime evening study period, draw all cadets to important academic events such as the academic convocation, and make available a common period for leadership and honor education. No other activity may be scheduled unless specifically approved by the Dean. Unscheduled time reverts to Cadet Time.

G. **Commandant's Time** (1105 – 1215, Wed). To be used for corps-wide inspections, military instruction, and other activities as prescribed by the Commandant.

H. **Physical Training Time** (1605 – 1800, Mon and 1105 – 1215, Fri).

(1) Two blocks of time during the Weekday Schedule are designated as Physical Training Time (PTT). The priority for this time is excellence in the physical program. PTT is the primary opportunity for the corps to conduct mandated physical conditioning and training sessions.

(a) The ROTC departments have primary responsibility for the conduct of the physical training during this period. Most 3rd and 4th class cadets and all contracted and commission seeking 1st and 2nd class cadets must participate with their respective ROTC departments during the PTT sessions. There are some exceptions authorized in accordance with ROTC regulations and as approved by the Superintendent.

(b) The Commandant is responsible for the physical training of all non-commissioning 1st and 2nd class cadets and some excepted non-commissioning 3rd and 4th class cadets.

(c) All NCAA athletes are exempt from PTT on Mondays and must report to their respective team training. All out of season NCAA athletes must participate in Friday PTT.

(d) In order to take advantage of NCAA rules, during the 30 day period prior to the official beginning of basketball season (mid-September to mid-October), the Basketball team, while in out of season permit status, is authorized to meet/train during Physical Training Time (PTT) on Friday. The Wrestling team, while on out of season status, is authorized to meet/train during PTT on the three Friday's prior to the official beginning of wrestling season.

(e) Physical Fitness Uniform. All cadets must wear the designated VMI physical fitness uniform during PTT sessions and when conducting physical fitness training on Post. Cadets are not authorized to wear ROTC physical fitness uniforms when conducting physical fitness training at VMI except during specific and limited training events approved by the Commandant.

(2) During PTT, the following guidelines are in effect:

(a) The Professors of Military Science, Naval Science, and Aerospace Studies schedule physical training activities related to their physical fitness programs. ROTC departments and the Commandant have scheduling priority for Friday PTT.

(b) The Director of Intercollegiate Athletics may schedule in-season athletic team activities on Monday and Friday and out-of-season athletic team activities on Mondays. NCAA athletes are not authorized to remain in barracks or academic buildings during PTT, unless they have all duty status.

I. **Dinner Roll Call (DRC)** (1100 – 1300, Mon, Tue, Thu; 1215 – 1300 Wed; 1215 – 1315, Fri). This window of time is Cadet Time and is for cadets to eat the mid-day dinner meal. There is no DRC formation and cadets move to Crozet hall on their own schedule. During the academic year, New Cadets are authorized to eat with their academic advisors in Crozet hall during the dinner hour once or twice a month on a voluntary basis coordinated with their advisor.

J. **Military Duty.** (1605 – NLT 1845, Mon - Thu; 1615 – NLT 1845, Fri). This window of military duty is primarily for Intercollegiate Athletics, Club Sports, Rat Challenge, Penalty Tours, and other physical training. Mondays are reserved for PTT and Fridays are reserved for parades. Friday parades have priority over other events, with the exception of in-season

intercollegiate sports. Unscheduled time reverts to Cadet Time. For the activities listed below, all practices may begin ten minutes after the last scheduled class period ends for the academic day. Each activity must end its scheduled duty in accordance with paragraph 3.

K. (Supper Roll Call).

(1) **In-Season NCAA teams** practice Mon – Fri.

(2) **Out-of-Season NCAA teams** practice Mon – Thu. Teams that are out-of-season are authorized to use the time from completion of military duty to SRC formation on Friday for strength training, fitness training, and individual workouts with coaches.

(3) **Club Sports teams** practice Tue – Thu. Cadet club sports are administered and approved by the Deputy Commandant. They meet, practice, and compete in accordance with their permit. All club sports cadets march parade on Fridays. The schedule of competition for all club sports must be coordinated through the Deputy Commandant to the Commandant. Rat Cadre Training, Rat Challenge, and RDC training takes precedence over club sports for Rats, and Rats must be approved by permit to miss any Rat training in order to attend club sports.

(4) **Cadre Rat Training** (Wed). During the Fall semester through 11 November, all non-NCAA Rats participate in Cadre Rat Training1605 – 1800. Cadre Rat Training and RDC events may also take place on Tuesdays and Thursdays after 11 November when Rat Challenge is finished for the semester.

(5) **Rat Challenge** (1605 – 1800, Tue and Thu). During the Fall semester through 11 November, all non-NCAA Rats participate in Rat Challenge administered by the Department of Physical Education (DPE). Several Rat Challenge events may extend past the 1800 end time, and the DPE may complete these events while ensuring cadets are returned to barracks NLT 1845 to ensure hygiene time prior to SRC. In the event of forecasted inclement weather cancelling Rat Challenge on either Tuesday or Thursday, DPE may use Wednesday as a make-up day. Coordination between DPE and the Deputy Commandant for Operations (S3) will proceed as follows:

(a) On Monday afternoon prior to 1400, an operational decision will be made to move Tuesday Rat Challenge events to Wednesday Military Duty based on inclement weather concerns.

(b) Similarly, on Wednesday morning prior to 1100, an operational decision will be made to move Thursday Rat Challenge events to Wednesday Military Duty based on inclement weather concerns.

(c) Scheduled Wednesday Military Duty Cadre Rat Training will shift backward to Tuesday Military Duty when Rat Challenge is executed on a Wednesday due to Tuesday inclement weather. Wednesday Cadre Rat Training will shift forward to Thursday Military Duty when Rat Challenge is executed on a Wednesday due to projected Thursday inclement weather.

(6) **Remedial Physical Training (RPT)** (1605 – 1800, Wed). Refer to General Order 31, Corps of Cadets Physical Training Program. Cadets on RPT with Penalty Tours must attend RPT. On official Rat Challenge Wednesdays, upper class cadets on Rat Challenge *station* cadre are excused from RPT. *Company* Rat Challenge cadre are not excused from RPT.

(7) **Penalty Tours** (1605 – 1800, Wed).

(a) Cadets on NCAA in-season permits are excluded from marching PTs on Wednesdays so as to attend practice or developmental training. In lieu of marching, these in-season cadet-athletes must attend a mandatory study hall from 2000-2200 on Wednesday evenings. In the event the study hall conflicts with required attendance at an event during the Dean's Evening Lecture period, cadet-

athletes are excused from the first hour of study hall, but must report to study hall immediately after the required formation.

(b) Cadets on NCAA out-of-season permits must march PTs.

(c) Cadets on Remedial Physical Fitness (RPT) who have PTs must attend RPT in lieu of marching PTs. If RPT finishes prior to the second PT, cadets with PTs have the option of marching the second PT, otherwise no credit is given.

(d) On official Rat Challenge Wednesdays, upper class cadets on Rat Challenge *station* cadre are excused for PTs (no credit). *Company* Rat challenge cadre are not excused from PTs.

(8) **Release from Quarters (RQ)** (1200 – 1900 SRC, Mon – Fri). Cadets have RQ/General Permit (GP) provided they have full class privileges and do not miss any military or academic duty.

L. **Supper Roll Call (SRC)** (1900, Sun – Fri). The corps forms and marches to supper.

(1) The Cadre supervised Rat march-up from SRC must conclude NLT 1945 in order for Rats to quickly transition to the Evening Study Period.

(2) NCAA Stipulations for SRC.

(a) In-season Football (both traditional and non-traditional) cadets report to Crozet Hall NLT 1945, Mon-Wed.

(b) When both the Water Polo team and Men's and Women's Swimming are simultaneously in season (to include when non-traditional seasons overlap), Water Polo cadets report to Crozet Hall NLT 1945, Mon-Fri.

(c) In season Basketball (both traditional and non-traditional) cadets report to Crozet Hall NLT 1945, Mon and Wed.

M. **Evening Study Period (CQ)** (1945 – 2315, Sun – Thu and 1945 – 2345, Fri). No mandatory non-academic activities may be scheduled during Evening Study Period without the approval of the Dean of Faculty. The intent of this period is to provide the maximum opportunity for cadets to focus on academic excellence. The period is reserved for study, homework, and preparation of academic requirements. Cadet chain-of-command or class leadership duties may be performed until 2000, and cadet officers and sergeants and class officers may perform individual cadet chain-of-command or class duties until 2100. Due to the above listed cadet duties between 1945 – 2000, any scheduled lectures or make-up classes should not commence prior to 2000. This allows a 15-min transition period between the end of SRC and beginning of a lecture/class at 2000. Cadet leaders may not task any cadet to complete any chain-of-command or class duties or requirements during the Evening Study Period

(1) **Extra-curricular Activities during Evening Study Period** (1945 – 2100, Mon and Tue). Cadet extracurricular activities are administered by the Deputy Commandant and are approved to meet, practice, or rehearse as stipulated in their permits during evening study period 1945 – 2100 on Mondays and Tuesdays. Cadets may <u>voluntarily</u> attend authorized activities during this time. Summons to the General Committee (GC) for adjudication of disciplinary matters are not voluntary and cadets must comply with that summons. Mandatory formations or events must be approved by permit through the Commandant's Office to the Dean. When possible, mandatory lectures should not begin until 2000. Competitive club teams may not conduct practices or compete during this time unless approved by a permit through the Commandant to the Dean. Any given activity may schedule one meeting per week.

Meetings must end and cadets must be dismissed NLT 2045 if travel time is required for return to Post.

(a) Mondays are reserved for cadet staff meetings and meetings of extracurricular clubs and teams.

(b) Tuesdays are reserved for Class/GC Meetings, Honor Court assemblies, and religious activities. Class/GC Meetings and Honor Court assemblies have priority over religious activities.

(c) Academic Honor Societies are administered by the Office of the Dean and are authorized to meet and conduct related activities on either Monday or Tuesday during Evening Study Period.

(2) **Dean's Lecture Period** (1945 – 2100, Wed and Thu). Cadets may be required to attend lectures or other academic activities 1945 – 2100 during the Evening Study Period on Wednesday and Thursday. Thursday is the primary evening for Dean's Lecture Period, and Wednesday should only be used as an alternate date when Thursday is not possible due to scheduling challenges. When possible, mandatory lectures should not begin until 2000. These activities must end by 2100. Cadets may voluntarily remain to participate in further discussion with the lecturer. Mandatory cadet attendance at an evening lecture requires compensatory class time. Faculty may not routinely schedule a make-up class during Evening Study Period and must gain approval from the Dean to schedule a class during Evening Study Period which would ordinarily be scheduled during the academic duty day.

(3) **Rat Disciplinary Committee (RDC) Events** (2315 – UTC NLT 0000, Sun – Tue). All evening RDC activities are supervised by a member of the Commandant's staff.

(a) Sunday and Monday night RDC Trial – Select Rats that have shown breaches of discipline attend a hearing IAW the White Book.

(b) Tuesday RDC Corrective Session ("gross conduct workout") – As a result of an RDC trial, select Rats may be assigned a physical workout on Tuesday IAW the White Book.

N. **Call to Quarters - Release in Barracks (CQRB)** (2315 – 2330, Sun - Thu; 2345 – 2400 Fri). Unless otherwise authorized, cadets return to barracks before Taps.

O. **Taps** (2330, Sun – Thu; 2400, Fri). All cadets must be in their assigned barracks room or other "All Right" locations if taking Late Study.

P. **Late Study.** Authorized in academic buildings and the Barracks Study Room for First and Second Classes until 0130; Third Class until 0030; and no late study is authorized for New Cadets. Late study restrictions are suspended during fall and spring final examination periods in accordance with permit submitted by the cadet S2 through the Commandant's Office.

Q. **Cadet Rest (**Taps – 0600, every day). Unless authorized Late Study, cadets are in their assigned barracks room. No First or Second Class cadets are authorized outside of their assigned barracks rooms after 0130. No Third Class cadets are authorized outside of their assigned barracks rooms after 0030. No New Cadets are authorized outside of their rooms after Taps. Hygiene (showering) is permitted during Cadet Rest until 0130.

4. **Weekend** (Taps Fri – 1900 Sun).

A. **Saturday**. Generally there will be no corps pre-0800 activities on Saturday. Exceptions include periodic Rat training (that could require a wake up as early as 0500) and RPT. In-season NCAA teams are authorized to practice or compete on Saturday afternoons in lieu of any military duty. Practices may not begin until completion of Saturday Morning Duty at 1200 unless approved by the Dean; Commandant; and ROTC Department Heads. There are three kinds of Saturday Morning Duty from 0800 – 1200 designated annually by the Superintendent: Academic Duty, Military Duty and ROTC Duty.

(1) **Academic Duty Saturdays.** Academic and academic support departments may schedule academic activities. Other departments or activities may not schedule activities from 0800 – 1200 without the permission of the Dean of Faculty. In coordination with the Office of the Dean, academic departments may schedule mandatory activities for majors or other departmental subgroups. Academic departments and academic support departments may schedule any activities involving voluntary cadet attendance during that time. All unscheduled time reverts to Cadet Time.

(2) **Military Duty Saturdays.** The Commandant may schedule activities with cadets from 0800 – 1200. Departments and activities other than the Commandant's Office may not schedule activities from 0800 – 1200 without the permission of the Commandant of Cadets. All cadets, regardless of NCAA team status, march Saturday morning parades on home football weekends (unless signed out for an authorized scheduled intercollegiate competition).

(3) **ROTC Duty Saturdays.** ROTC departments may schedule activities with cadets from 0800 – 1200. Departments and activities other than the ROTC departments may not schedule activities from 0800 – 1200 without permission of the ROTC Coordinator.

(4) **Release from Quarters (RQ)** (0600 – 0700). Cadet Time, including rest, except as indicated. No VMI program activities are authorized before 0600, except those Rat activities authorized in paragraph 4.a. above.

(5) **Remedial Physical Training** (0600 – 0700). Cadets on RPT conduct physical training during this period.

(6) **Reveille** (0700). All cadets must attend BRC formation.

(7) **BRC and Breakfast** (0700 – 0750). No change from BRC on weekdays.

(8) **DRC** (1100 – 1300). For Saturday home football games cadets must complete the dinner meal in time for the pre-game march down formation.

(9) **Penalty Tours (PTs)** (1300 – 1600). PTs for all cadets with penalty tours.

(a) Cadets on NCAA in-season (traditional) permits are excluded from marching PTs. In lieu of marching, in-season (traditional) cadet-athletes must attend mandatory study hall on Friday evenings from 2000 – 2300. This study hall period serves as an alternative to marching PTs on Saturday and is in addition to the Wednesday study hall period. Note for NCAA in-season (traditional) there is a PT study hall on Saturday evenings from 2000 – 2300 in lieu of Sunday PTs – see paragraph 4.b.(4).(a).

(b) Cadets on NCAA in-season (non-traditional) permit who have 20 or more Penalty Tours must march PTs on Saturday. If a practice or scrimmage is scheduled during the PT period, cadets with 19 or less PTs may miss PTs, but receive no credit. They are not authorized to attend PT study hall in lieu of marching.

(c) Out-of-season NCAA cadet-athletes must march PTs on Saturday.
(d) On those Saturdays when PTs are cancelled due to mandatory attendance at home football or basketball games, no PT credit is given.

(10) **Release from Quarters (RQ)** (Completion of Military Duty to SRC; end of SRC to Taps.) RQ/General Permit is in effect for cadets with full class privileges.
(11) **Saturday SRC** (1800). The corps forms and marches to supper.
(12) **Call to Quarters - Release in Barracks (CQRB)** (0045 – 0100). Unless otherwise authorized, cadets return to barracks before Taps.
(13) **Taps** (0100). All cadets must be in their assigned barracks room or other "All Right" location if taking Late Study.
(14) **Late Study.** Same as weekdays for First and Second Class (0130). There is no late study for Third Class and New Cadets on Saturday night.

B. **Sunday Schedule.**

(1) **Release from Quarters** (0600 – 1900 SRC, note 0700 status check). Standard rules in effect.
(2) **Optional Brunch** (1000 – 1300, continental breakfast 0830 – 1000).
(3) **Voluntary Cadet Activities.** (0600 – SRC). During this time cadets have discretion regarding participation in scheduled activities or events. No mandatory activities may be scheduled prior to 1200. Participation in voluntary cadet activities does not take precedence over other activities or duties such as guard, intercollegiate or club competitions, or the like.
(4) **Penalty Tours (PTs)** (1300 – 1600).
(a) Cadets on NCAA in-season (traditional) permits are excluded from marching PTs. In lieu of marching, in-season (traditional) cadet-athletes must attend mandatory study hall on Saturday evenings from 2000 – 2300. This study hall period serves as an alternative to marching PTs on Sunday and is in addition to the Wednesday and Friday study hall periods.
(b) Cadets on NCAA in-season (non-traditional) permit who have 20 or more Penalty Tours must march PTs on Sunday. If a practice or scrimmage is scheduled during the PT period, cadets with 19 or less PTs may miss PTs, but receive no credit. They are not authorized to attend PT study hall in lieu of marching.
(c) Out-of-season Intercollegiate NCAA cadet-athletes must march PTs on Sunday.
(5) **Sunday SRC** (1900). The Corps forms and marches to supper.
(6) See Weekday Schedule for Sunday after SRC.

5. **<u>Guard and Special Duty Requirements</u>**. Cadets may be required to participate in guard and special duty requirements in accordance with published VMI regulations.

A. In-season NCAA teams are not required to serve on the Guard Team. However, coaches of teams with traditionally lengthy seasons (Track; Cross Country; Rifle; Swimming; Water Polo) will ensure that cadets on their team have opportunities throughout each semester to stand guard.

B. Out-of-season NCAA teams will serve on the Guard Team.

C. In-season (non-traditional) NCAA teams (e.g. Baseball and Lacrosse during the fall semester and Football and men's and women's Soccer during the spring semester) will serve on the Guard Team.

6. **Educational Trips.** Trips may be conducted in accordance with established VMI policy. Mandatory Trip Sections normally do not begin earlier than 0800 and end no later than 1605. Trips that extend outside the 0800 – 1605 window require the sponsor to submit a permit to the Commandant for coordination to ensure absences will not interfere with other required duties. Voluntary trips may be scheduled during periods reserved for voluntary cadet activities.

7. **Religious Activities.** As a general rule, VMI-sanctioned religious activities are scheduled on Tuesday evenings from 1945 – 2100.

A. Prayer breakfasts are authorized to be scheduled on any day of the week.

B. Supper Bible study is authorized Sunday through Thursday.

C. Religious activities involving off post churches or locations are authorized on a case-by-case basis via permit and the Blue Book.

D. Religious Retreats. Cadets may voluntarily participate by permit in one religious weekend retreat per semester; involvement in additional retreats is handled by permit on a case-by-case basis.

8. **Field Training Exercises (FTX).** Field Training Exercises are conducted in the fall and spring during each academic year.

A. Fall FTX begins at the completion of academic duty on a Friday and ends at 1800 on the following Sunday. For all other cadets, the normal Operating Rules are in effect during that period.

B. Spring FTXs begin at the completion of academic duty on a Friday and end at 1800 the following Tuesday. All service ROTC units participate in Spring FTXs. Non-commissioning members of the First and Second class and excepted members of the Third and Fourth class participate in activities specified by the Commandant of Cadets during this period.

C. It is the Superintendent's intent that all cadet athletes in the Fourth and Third Classes participate in at least one FTX (fall or spring) during each of their Fourth and Third class years.

9. **Corps Furloughs, Holidays, and Leaves.**

A. Furloughs and Holidays - Christmas, Spring, Thanksgiving, and Summer Furloughs are addressed in a separate VMI Numbered Memoranda.

B. Cadet Leave is considered a privilege and a cadet must be eligible to obtain it. See VMI Blue Book for information pertaining to leave authorization and departure and return times.

10. **Intercollegiate Athletics Home Competitions.**

A. The Intercollegiate Athletic Department schedules athletic contests within the time frame mandated by the NCAA and the conference master schedules, and in accordance with the Institute Schedule. Contests will be scheduled to avoid the academic day as much as possible. Football is normally played on Saturday afternoons; Basketball will be scheduled at night and on the weekends; Outdoor sports will schedule contests after the academic day whenever possible and principally on weekends (some events may be scheduled during class time because of limited daylight hours.) Indoor sports will schedule contests after the academic day and on weekends.

B. Scheduling will avoid contests during the exam period or the day or night before a final exam. Preference is to provide two days between each athletic event and first exam of athletes.

C. Conference commitments may require some basketball and baseball games to be scheduled on a weekend during the exam period. The Athletic Director is committed to minimizing these cases. No mandatory attendance at these events will be required of cadets during the reading day or exam period.

D. Saturday and Sunday non-football contests will generally not start until 1200, however some soccer games and cross-country meets will be scheduled in the mornings of home football game days. Multi-team tournaments may require morning competitions on weekends and holidays.

11. **All Duty Status and Limited Duty Status.**

A. If on All Duty status, Cadets are excused from all duties during a specific time period, which may include academic classes. The following rules apply to "All Duty" status:

(1) Only the Superintendent, Dean of Faculty, or Institute Physician is authorized to issue "All Duty" status.

(2) When All Duty begins in the middle of a class period, cadets will complete the class period prior to beginning/signing out All Duty. When All Duty ends in the middle of a class period, cadets will sign in from All Duty prior to the start of the class period and must attend the entire class period.

(3) Cadets on NCAA permit - All Duty begins four hours prior to time of game at home and 60 minutes prior to departure for away events. Teams returning from away competitions between 2400 – 0200 have All Duty until 1000; teams returning after 0200 have All Duty until 1200. Exceptions must be approved by the Director of Athletics and the Dean of the Faculty.

B. Limited Duty. If on Limited Duty status, cadets must attend academic classes, but are excused from Physical Training Time and activities scheduled during the afternoon Military Duty period. Cadets must attend Commandant's Training Time and all events scheduled during Dean's Time. The following rules apply to "Limited Duty" status:

(1) Only the Superintendent, Commandant, or Institute Physician is authorized to issue "Limited Duty" status.

(2) NCAA Athlete Limited Duty is authorized the day of an athletic event until All Duty status begins. Limited Duty may start prior to the day of the event with permission of the Commandant.

FOR THE SUPERINTENDENT:

James P. Inman
Colonel, US Army (Ret.)
Chief of Staff

OPR: IPC

DIST: E, Cadets

Attachments – Annex 1, Daily Cadet Schedule

Final Cadet Daily Schedule
Revised August 2015

STATUS	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
CQ AFTER TAPS							
RQ	RQ 0600-1900	RQ 0600-0700	RQ 0600-0700	RQ 0600-0700	RQ 0600-0700	RQ 0600-0700	RQ 0600-0700
MORNING CQ 0700-1300	0700 STATUS CHECK 1000-1300 BRUNCH 0700-1900 RQ PTs 1300-1600	BRC 0700-0750 1st CP 0800-0850 2nd CP 0900-0950 3rd CP 1000-1050 4th CP 1105-1215 Dean's Time DRC 1100-1300 Cadet walkdown 5th CP 1300-1350 6th CP 1400-1450 1400 - 1515 Alternative Class Time 7th CP 1500-1550	BRC 0700-0750 1st CP 0800-0915 2nd CP 0925-1040 3rd CP 1050-1205 DRC 1100-1300 Cadet walkdown 4th CP 1300-1415 5th CP 1425-1540	BRC 0700-0750 1st CP 0800-0850 2nd CP 0900-0950 3rd CP 1000-1050 4th CP 1105-1215 CMDT's Time DRC 1215-1300 Cadet walkdown 5th CP 1300-1350 6th CP 1400-1450 1400 - 1515 Alternative Class Time 7th CP 1500-1550	BRC 0700-0750 1st CP 0800-0915 2nd CP 0925-1040 3rd CP 1050-1205 DRC 1100-1300 Cadet walkdown 4th CP 1300-1415 5th CP 1425-1540	BRC 0700-0750 1st CP 0800-0850 2nd CP 0900-0950 3rd CP 1000-1050 4th CP 1105-1215 PTT DRC 1215-1315 Cadet walkdown 5th CP 1315-1405 6th CP 1415-1505 7th CP 1515-1605	BRC 0700-0750 0800-1200 Dean's, Commandant, or ROTC Saturdays per published schedule DRC 1100-1300 Cadet walkdown PTs 1300-1600 CMD - SRC RQ
GP		1600-1850 NCAA Sports 1605-1800 PTT	1550-1850 NCAA Sports 1605-1800 Rat Challenge 1605-1800 Club Sports	1600-1850 NCAA Sports 1605-1800 RQ 1605-1800 Club Sports 1605-1800 PTs 1605-1700 REMEDIAL PT 1605-1800 Cadre Rat Tng	1550-1850 NCAA Sports 1605-1800 Rat Challenge 1605-1800 Club Sports	1615-1730 Parade 1615-1850 NCAA Sports	SRC: 1800 SRC - CQRB RQ
	SRC: 1900	SRC: 1900	SRC: 1900	SRC: 1900	SRC: 1900	SRC: 1900	
EVENING CQ 1945-TAPs	Evening Study Period 1945-2315 2315-2330 CQRB 2330 TAPs	Extracurricular Activities (Clubs & Staffs) 1945-2100 Evening Study Period 1945-2315 2315-2330 CQRB 2330 TAPs	Extracurricular Activities (Religious and Class mtgs) 1945-2100 Evening Study Period 1945-2315 2315-2330 CQRB 2330 TAPs	Dean's Lecture Period 1945-2100 Evening Study Period 1945-2315 2315-2330 CQRB 2330 TAPs	Dean's Lecture Period 1945-2100 Evening Study Period 1945-2315 2315-2330 CQRB 2330 TAPs	Evening Study Period 1945-2345 2345-2400 CQRB 2400 TAPs	0045-0100 CQRB 0100 TAPs
CQ AFTER TAPS	REST	REST	REST	REST	REST	REST	REST