**6-5 Midshipman Fitness Reports.**

The fitness report performance evaluation system provides a formal

process for reviewing a student’s developmental progress and measuring

their aptitude for service as a Naval officer. Midshipman fitness

reports shall be completed on all students using Fitness Report and

Counseling Record, NAVPERS 1610/2.

1. Objectives. The objectives of midshipman Fitness Reports are to:

 a. Contribute to a student’s national ranking for designator

assignment, ship selection, aviation order of merit and disenrollment

processing.

 b. Identify areas for improvement and provide counsel and

guidance to improve officer-like qualities.

 c. Give each student experience performing professional

observation and evaluation of individual performance.

 d. Rank students in their officer-like qualities for assignments

to positions of authority and responsibility within the program.

2. Raters. For the professional development of midshipmen, battalion

involvement in the Fitness Report process is encouraged to include

providing ‘Comments on Performance’.

3. Reporting Senior. The Fitness Report shall be signed by the PNS

as the Reporting Senior and the trait average assigned shall be

entered into OPMIS as the midshipman’s aptitude score.

4. Timing. There are two reporting periods per year. Reports and

OPMIS entries are due on 31 Jan and 31 Jul of each year. Closing

dates should coincide with the end of the preceding academic term.

5. Competitive Groups. Competitive groups are divided by program and

expected fiscal year of commission. The three programs are Navy

options including nurses, Marine options, and OCs. For example, all

Navy Option midshipmen with FY2019 estimated commissionings compete

only against other Navy Option, FY2019 commissioning midshipmen. The

estimated fiscal year of commission for incoming freshman shall be 4

years out. For those not planning to graduate in 4 years the unit

shall update their estimated fiscal year of commission upon approval

of extended benefits or other special requests. This normally occurs

during their sophomore year.

**NOTE:** MECEPs are not covered by this program, but are covered general

USMC requirements.

6. Ratings. In addition to the rubric given on NAVPERS 1610/2,

direction is provided for the following:

 a. Professional Expertise (Block 33). This trait mark shall

reflect the student’s grade point average in Naval Science courses as

follows:

 NS GPA (4.0 scale) P. E. Trait Mark

 NS GPA < 1.50 1

 1.50 <= NS GPA < 2.50 2

 2.50 <= NS GPA < 3.15 3

 3.15 <= NS GPA < 3.75 4

 3.75 <= NS GPA 5

 b. Command Climate/Equal Opportunity (Block 34). Use the rubric

provided on the form substituting NROTC Program retention/attrition

for Navy retention/reenlistment.

 c. Military Bearing/Character (Block 35). Students on a conduct

based warning, probation, or LOA during the reporting period shall not

be rated higher than ‘Progressing’, 2.0, on this trait. Students

failing to meet the physical readiness standards (see section 3-20 )

during the reporting period shall not be rated higher than

‘Progressing’, 2.0, on this trait. A Navy PFA of Outstanding or a

Marine PFT/CFT of 285 is required to receive ‘Greatly Exceeds

Standards’, 5.0, on this trait.

 d. Teamwork (Block 36). Evaluate per PNS direction consistent

with the rubric provided on the form.

 e. Mission Accomplishment (Block 37). This trait should reflect

contributions to the battalion’s mission to include billet performance

and unit participation. However, strong performance and participation

cannot come at the cost of their individual responsibility to the

program. Students failing to make satisfactory progress toward degree

completion and program academic requirements during the reporting

period shall not be marked higher than ‘Progressing’, 2.0, on this

trait.

 f. Leadership (Block 38). Evaluate per PNS direction consistent

with the rubric provided on the form.

 g. Tactical Performance (Block 39). This trait only applies to

warfare qualified officers and shall be marked ‘NOB’.

 h. Recommendations (Block 40). Use as the PNS directs.

 i. Comments (Block 41). Comments are not required. The PNS may

use this area for the professional development of those rated and

those providing rating inputs. Fitness reports, including any

comments, are part of the midshipman’s file.

 j. Promotion Recommendation (Block 42). Rounding up to the next

whole person, no more than 20% of a competitive group may be rated as

‘Early Promote’. Similarly, up to 40% of a competitive group may be

rated as ‘Must Promote’.

 k. A student rated less than 3.0 in any category (Blocks 33-38)

shall receive more frequent counseling and other supervision as

directed by the PNS.

7. Summary Sheets. Summary sheets shall be prepared and held for

submission at NSTC OD request. These requests generally coincide with

the convening of various boards or panels.

8. Summer Training Aptitude. Although aptitude evaluation during

Summer Training is optional, OICs of each program may identify

midshipmen whose performance, attitude, and motivation is clearly

outstanding or substandard and notify the appropriate PNS by letter.

 a. Summer Training aptitude assessment for NROTC 1/C, 2/C, and

3/C midshipmen involves assessment of performance of duty, leadership

qualities, and whole person evaluation. Evaluations may be submitted

in the form of a Fitness Report or a Page 13. The Midshipman Summer

Training Manual contains the procedures for conducting the

evaluations. Although optional, if completed, Summer Training

aptitude grades (5.0 grade scale) shall be entered in the OPMIS Grade

Screen, and the fitness report shall be placed in the individual’s

Student Performance File.

 b. Shipboard evaluations of each midshipman, if submitted, shall

be conducted and documented in the manner prescribed in the Summer

Training Manual. These reports shall be reviewed and signed by the

ship’s CO and forwarded under a transmittal letter to the respective

NROTC units no later than 15 days following the midshipman’s

debarkation from cruise.