



United States Naval Sea Cadet Corps

2300 WILSON BOULEVARD • ARLINGTON, VIRGINIA 22201 • TELEPHONE (703) 243-6910
FAX (703) 243-3985

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NSCC ACTION LETTER 3 - 99

From: Executive Director, Naval Sea Cadet Corps
To: Distribution

Subj: NSCC/NLCC CADET APPLICATION AND AGREEMENT (NSC-4, Rev 12/90)

1. **Purpose**: To notify all units of a change administrative processing requirements for cadets.
2. **Discussion**: It is no longer a *requirement* from headquarters for units to obtain an endorsement from the prospective cadet's school. The unit commanding officer however, may elect to continue to obtain the local school's endorsement if so desired. Those units electing to continue with this procedure will use the present form. This will alleviate the need for units to develop their own administrative forms.
3. **Action**: This change in procedure is effective upon receipt of this letter. Beginning with the 1999 Annual Inspection Report, in January of the year 2000, inspectors are will not downgrade the unit in *Section B: Cadet Service Records, Number 3, NSC-4*, for completeness.
4. **Cancellation**: This action letter is cancelled upon incorporation of changes into relevant manuals.

M. D. FORD

Distribution:
National Chairman/National President
NSCC Field Representatives
Regional/Associate Regional Directors
NSCC/NLCC Unit Commanding Officers