



SAMPLE LETTER GOING TO ALL HIGH SCHOOL PRINCIPALS THAT HAVE JROTC UNITS SUPPORTED BY NCCOC CHAPTERS THAT ARE PARTICIPATING IN OUR IOTY PROGRAM

High School Name
High School Address
Name of Principal

Dear Ms. Principal,

The Military Officers Association – North Carolina Council of Chapters recently initiated a program to recognize at the NC Chapter and State levels, JROTC Instructors who have successful in motivating high school JROTC Cadets to excel in high school, along with preparing cadets to compete and succeed in a world market and/or the military after graduation.

The _____ Chapter supports your JROTC unit with annual leadership awards . Many chapters also provide scholarships. We know how important your program is to the cadets, other students, families and community at large. We also know that Instructors play a key role in developing these cadets throughout the year and want to give them the opportunity to be honored in a very special way. Your support for our JROTC Instructor of the Year program is key to successful program implementation.

Please open the program information on our website [here](#). I am sure that your Unit’s Instructor will also be contacting you and want to provide to you any additional information to support the application.

The deadline for submission for the Chapter level award is 15 March 2015. The Chapter level winners will then compete across the State for that next level of award. If your JROTC Instructor wins the award at the Chapter level, I hope that you will include this presentation at the high School awards ceremony.

Feel free to contact me with any additional questions or concerns.

Sincerely,

Colonel Jeri I. Graham, USA, (Ret) President
2000 Country Club Court, Sanford, NC 27332
Mobile: 910 616-3487