



# West Point

The United States Military Academy



## Help Grow “The Long Gray Line” Become a Military Academy Liaison Officer (MALO) (v051414)

### West Point Mission

*“To educate, train, and inspire the Corps of Cadets so that each graduate is a commissioned leader of character committed to the values of Duty, Honor, Country, and prepared for a career of professional excellence and service to the Nation as an officer in the United States Army”*

- ❖ Are you a commissioned officer serving on Active Duty or in the Army Reserve (TPU, IMA, IRR or Mil-Tech)?
- ❖ Can you help the Directorate of Admissions?
- ❖ Do you have the desire to work with top students in your area applying to attend West Point?
- ❖ Are you in a position to help support West Point in seeking the nation's top students to be future commissioned leaders of character as Army Officers?



The West Point/ROTC Military Academy Liaison Officer (MALO) Program was established in 1970 for the purpose of accessing Army Reserve Officers to function as community-based admissions officers supporting the United States Military Academy (USMA) and the Army's Reserve Officer Training Corps scholarship programs. The MALO program seeks qualified individuals serving in the Army and Army Reserve Program to function within their local communities as MALOs.

As a West Point MALO, you will have the opportunity to encourage candidates to join The Long Gray Line and mentor them through the admissions and nomination processes. Working in conjunction with the West Point Admissions' Regional Commanders and Diversity Outreach Officers assigned to your congressional district, MALOs provide that personal touch in answering questions about attending what Forbes Magazine called the “Best College in the Country,” and U.S. News & World Report ranked as the “#1 public and private undergraduate college in the nation.”



If you are an officer (active or reserve), in good standing, West Point needs you to become an active participant in telling today's youth about the incredible opportunity and experience of being a West Point cadet as a MALO! While many MALOs are West Point graduates, many are not. As a MALO you would play a vital role in increasing West Point's presence in your local community by generating awareness of, and encouraging participation in, West Point candidate programs, such as the week-long Summer Leader Experience (SLE) conducted by cadets and academy professors for high school juniors,

available STEM programs, focused Diversity Recruitment events, and supporting the Regional Admissions Commanders when they present Academy Information Meetings (AIM) held throughout the country for interested students and parents.

If you are not a graduate of West Point, the first step in becoming a MALO participant is to visit and read the information available at the Admissions' website (<http://www.admissions.westpoint.edu>), then contact the Admissions Regional Commander for your geographic area, or contact the Admissions' Reserve Affairs Office.





### Regional Commanders

**Far West:** (845) 938-5719  
**Northeast:** (845) 938-5721  
**Southwest:** (845) 938-5719

**Great Lakes:** (845) 938-5728  
**Southeast:** (845) 938-5726  
**Reserve Affairs:** (845) 938-5730

### **REQUIREMENTS:**

- ❖ Be a participating active duty or reserve officer (TPU, IMA, or IRR) in any officer AOC with no flags.
- ❖ Being a MALO requires no long-term commitment. It only takes the time you have available and wish to spend in support of Admissions in your assigned congressional district.
- ❖ Belief in the West Point Mission
- ❖ Willingness and ability to work within a diverse team environment.
- ❖ Willingness to represent the Directorate of Admissions at select public and private schools, college fairs, Congressional Service Academy Days, and informational briefs.
- ❖ Willingness to facilitate and complete interviews with local competitive candidates.
- ❖ No “**Flags**” or “**UCMJ Actions**” in your personnel file or history.

### **BENEFITS TO RESERVISTS:**

- ❖ TPU, IMA, IRR and Mil-Tech reservists can earn additional “non-paid” (N1/N2) points that are applied to overall reserve point totals.  
*Note: Reserve officers must earn 50 points to receive credit for a “good” reserve year. Like all participating reservists, MALOs automatically receive 15 points annually to their reserve record earned simply by being a MALO reservist.*
- ❖ Non-paid (N1/N2) points are counted when calculating your reserve pay upon your retirement.
  - ✓ N1 = 4 hours of Admissions-related work
  - ✓ N2 = 8 hours of Admissions-related work
- ❖ Administrative support from Admissions
  - ✓ When completing DA Form 1380, Record of Individual Performance of Reserve Duty/Training, and filing it with Army Human Resources Command.
  - ✓ IRR Officers receive an “annual” OER for their Admissions work.
  - ✓ TPU and IMA Officers receive an OER endorsement provided to their rating official with information for consideration and inclusion in their annual OER.
  - ✓ Training
    - Initial training and certification
    - Required biennial training
    - Additional training available upon request

### **SOME FACTS:**

❖ Assignment:

- ✓ Working with each geographic Regional Commander each MALO position is assigned a specific congressional district(s), and the officer assigned a congressional district is required to live in or within a reasonable commuting distance to the assigned congressional district.

❖ Duty

- ✓ Normally consists of attending an annual training conference held at West Point.
- ✓ In lieu of the annual training at West Point substitute training may be completed by Regional Commanders, or at the direction of the Regional Commanders, by State Congressional District Coordinators (CDCs) using combinations of online and/or live-chat environments to fulfill training requirements.
- ✓ MALOs may also complete 72 hours (six days) of Inactive Duty Training (IDT) annually
  - 72 hours of IDT are for retirement points only at the rate of one (N1) point for 4 hours of duty, and two (N2) points for eight hours in any single day of IDT duty.
  - For the maximum of six days of IDT duty the participating MALO receives twelve (12) reserve points. Note: Reserve officers must earn 50 points to receive credit for a "good" reserve year. Like all participating reservists, MALOs automatically receive 15 points to their reserve record earned simply by being a MALO reservist.
  - Personal expenses incurred during IDT are not reimbursable.
  - MALO officers assigned to the IRR are eligible for Service member's Group Life Insurance (SGLI) benefits.
- ✓ MALOs are responsible for encouraging interest in and applications for West Point and for Army ROTC programs at the various participating civilian colleges and universities through the country.
- ✓ Inspiring interest in attending West Point consists of individual counseling, presentations to high school groups, coordination with high school guidance counselors and school district leadership, completing candidate interviews for designated applicants, representing West Point during Congressional Service Academy information events, and similar activities.

❖ Eligibility

- ✓ Be a "**non-flagged**" participating member of the Army Reserves.
  - MALOs: Be a member of the IRR (not a Troop Program Unit or Individual Military Augmentee) with at least three years of reserve service remaining after training
  - POLOs: be a member of the reserves as a TPU, IMA, or Mil-Tech member
- ✓ Applicants cannot have any "**UCMJ Actions**" in their military history.
- ✓ Education: Possess at least a bachelors degree
- ✓ Never been passed over for a mandatory USAR promotion
- ✓ In compliance with Army height/weight standards (AR 600-9), no exceptions
- ✓ Have passed the Army Physical Fitness Test (APFT) within the prior six months
- ✓ Have at least four years remaining before Mandatory Retirement Date (MRD)

**APPLICATION**

- ❖ MALO - Submit an application with the following information
  - ✓ Medical Examination Report current within five years (including HIV test)
  - ✓ PHA within 12 months
  - ✓ An official DA photograph within three years for current rank
  - ✓ A completed DA Form 4651-R, Request for Attachment
  - ✓ A current ARB (ORB, or 2-1)

Officers wishing to be a MALO should contact the Directorate of Admissions' appropriate geographic Regional Commander or Reserve Affairs Office ([reserveaffairs.admissions@usma.edu](mailto:reserveaffairs.admissions@usma.edu)).