

PERSONAL APPEARANCE AND GROOMING STANDARDS

1. MCJROTC Instructors will present the best possible image at all times and continue to set the example in military presence. These regulations for standards of personal appearance and grooming are as specific as practicable in order to establish the parameters with which you must comply. MCJROTC Instructors are prohibited from:

- a. Mutilation of the body or any body parts in any manner.
- b. Attaching, affixing or displaying objects, articles, jewelry or ornamentation to, through or under their skin, tongue or any other body part. Female Instructors, however, may wear earrings consistent with paragraph 5., (4), (b) within this enclosure.
- c. Tattooing or branding the head and/or neck. Sleeve tattoos are likewise prohibited. A sleeve tattoo is a very large tattoo, or a collection of smaller tattoos, that covers or almost covers a person's entire arm or leg. Half-sleeve or quarter-sleeve tattoos that are visible to the eye when wearing standard physical training gear (t-shirt and shorts) are likewise prohibited. A half-sleeve or quarter-sleeve tattoo is defined as a very large tattoo, or a collection of smaller tattoos that covers, or almost covers the entire portion of an arm or leg above or below the elbow or knee. Tattoos or brands that are prejudicial to good order, discipline and morale, or are of a nature to bring discredit to the uniform. Prejudicial to good order, discipline and morale or are of a nature to bring discredit to the uniform may include, but is not limited to, any tattoo that is sexist, racist, vulgar, anti-American, antisocial, gang related, or extremist group or organization related.

(1) If you currently have a sleeve tattoo(s) you will be grandfathered. The MCJROTC Instructor will provide a photograph(s) of the respective tattoo(s) along with a measurement(s) of the size in inches and description of the location(s) on the body and the date the tattoo(s) was documented to the appropriate Regional Director and CG, TECOM (MCJROTC).

(2) The CG, TECOM is the adjudicating authority for any tattoo issue involving retention as a MCJROTC Instructor. Review of a questionable tattoo(s) will be submitted to CG, TECOM (C 46JR). The package will include a photograph(s) of the tattoo(s), measurement(s) of the size in inches, description of the location(s) and explanation as to why the tattoo(s) has been deemed questionable.

d. This regulation does not prohibit necessary medical or surgical procedures conducted by licensed, qualified medical personnel.

2. Uniform standards of grooming do not allow eccentric or faddish styles of hair, facial hair, make-up/nail polish, jewelry, or eyeglasses. Eccentric and faddish individual appearances detract from uniformity and team identity. Because it is impossible to provide examples of every acceptable or unacceptable style of "conservative" or "eccentric/faddish" grooming and attire, good judgment on all levels is key to enforcement of standards in this issue, as in other issues. The following definitions are provided to aide in the interpretation of these regulations:

- a. Eccentric. Departing from the established or traditional norm.

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- b. Fad(dish). A transitory fashion adopted with wide enthusiasm.
- c. Conservative. Traditional in style.

3. The use of chewing gum, chewing tobacco, cigarettes; hands in pockets; or the consumption of food or beverage while walking in uniform or while in formation, are examples of activities that detract from an appropriate military presence. However, good judgment will govern the application of this policy in the field environment. See subparagraph 4, a, of this enclosure regarding the use and wear of cellular phones and other electronic equipment in uniform.

4. Articles that are not authorized for wear as a part of a regulation uniform will not be worn exposed with the uniform unless otherwise authorized.

a. Examples of such articles include but are not limited to the following: cell phones (and other electronic equipment, organizationally issued or personally owned), pencils, pens, watch chains/fobs, personally owned backpacks/bags/hydration systems, jewelry (except as authorized herein), handkerchiefs, combs, pipes, tobacco pouches/canisters, visible barrettes (except in physical training (PT) situations), key chains/lanyards/security badges (except in the work environment) hair ribbons/ornaments, flowers (corsages/boutonnieres, etc..) or other similar items.

b. Only organizationally issued bags, to include special issue equipment bags (i.e. camera bags) designed to be worn over the shoulder(s), may be worn on the uniform (with the uniform it was designed for). You may not wear personally owned bags, to include book/gym bags and computer bags, but you may hand carry them. Organizationally issued or Director approved hydration systems may be worn with the utility and PT uniforms. Motorcyclists/bicyclists riding in uniform may wear organizationally issued bags or affix personally owned bags to the motorcycle/ bicycle.

c. In order to maintain good order and proper military courtesies, conversations on cellular phones (to include the use of the earpiece), while walking in uniform, indoors or outdoors, are prohibited. The use of electronic equipment (i.e. portable audio devices) is not authorized while walking/running in uniform.

5. Jewelry, eyeglasses and contact lenses.

a. Jewelry. Jewelry is authorized for wear with all uniforms, as detailed below. Removal of all jewelry for safety/ tactical reasons may be required.

(1) Rings. Inconspicuous rings are authorized for wear in uniform. When worn, only one ring is authorized per hand, except for wedding and engagement rings (when worn on the same finger they will count as one ring) and will be worn on the base of the finger close to the palm. Rings will not be worn on the thumbs.

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(2) Watches. Inconspicuous watches are authorized for wear in uniform.

(3) Necklaces. Necklaces will not be visible in uniform (including a chain around the neck).

(4) Earrings. The below policy applies when in civilian attire, as well as in uniform.

(a) Male M CJROTC Instructors are not authorized to wear earrings.

(b) Female M CJROTC Instructors are authorized to wear one earring per ear, in civilian or military attire.

(5) Dental Ornamentation. The use of gold or platinum caps (permanent or removable) for purposes of ornamentation is M CJROTC prohibited. Teeth, whether natural, capped or veneered, will not be ornamented with designs, jewels, initials, etc. Unnatural shaping of teeth for non-medical reasons is prohibited. The CG, TECOM may consider waivers for permanent gold, platinum caps that were applied prior to 1 October 2007.

b. Eyeglasses. Eyeglasses, when worn, will be conservative in appearance. Eccentric or conspicuous eyepieces are prohibited. Chains, bands, or ribbons will not be attached to eyeglasses; however, eyeglass restraints are authorized for safety purposes, but must be of conservative style/design. Sunglasses, when worn, will be conservative in appearance without ornamentation. Manufacturer logos should be small and inconspicuous. Sunglasses may be worn in uniform but not in formation unless prescribed by a certified medical authority. When authorized for wear in formations, sunglass lenses will be of standard green, black, or brown shade or may be the type commonly referred to as "photosensitive." Sunglasses that do not have "photosensitive" lenses will not be worn indoors.

c. Contact Lenses. When worn in uniform, contact lenses must imitate the natural eye color/pupil shape. Designs are not permitted (e.g. cat eyes).

6. Subject to temporary revocation due to health, safety, or mission requirements, M CJROTC Instructors may wear neat and conservative religious apparel items, as follows:

a. Articles of religious apparel which are not visible or apparent when worn with the uniform.

b. Visible articles of religious apparel with the uniform while attending or conducting divine services or while in a chapel or other house of worship.

c. Visible articles of religious apparel with the uniform which do not interfere with or replace required uniform articles.

7. Grooming Regulations. No faddish or eccentric wearing of head, facial, or body hair will be permitted.

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a. Male Grooming Regulations. Men will be well groomed at all times and will abide by the following:

(1) Hair

(a) Hair Length. Hair will be neat and closely trimmed. The hair may be clipped at the edges of the side and back and will be evenly graduated all the way around the head (blended or faded and not edged as an outline) from zero length at the hairline in the lower portion of the head to the upper portion of the head. Hair will not be over 3 inches in length fully extended (an extended hair, not the style, determines proper length) on the upper portion of the head. The bulk of the hair shall not exceed approximately two inches. Bulk is defined as the distance that the mass of hair protrudes from the scalp when styled. The back and sides of the head below the hairline may be shaved to remove body hair.

(1) Sideburns will not extend below the top of the orifice of the ear, as indicated in (Figures 1-1 and 1-2). Sideburns will not be styled to taper, flare or come to a point. The length of an individual hair of the sideburn will not exceed 1/8 inch when fully extended.

(2) No males will be required to have his entire hair length clipped to the scalp except when such action is prescribed by a medical officer. This does not prohibit males from having his hair clipped (or shaved) to the scalp if he so desires.

(b) Hair Style. Head hair will be styled so as not to interfere with the proper wear of uniform headgear. Hair, which protrudes from beneath properly worn headgear in an unsightly manner, is considered excessive, regardless of length. Male hair styles will conform to the natural shape of the head without eccentric directional flow, twists or spiking. One (cut, clipped or shaved) natural, narrow, fore and aft off centered part (placed no further than the outer corner of the eye and will not extend down the back of the head) is authorized. The following hair style types are considered eccentric and are not authorized (this list is not all inclusive):

(1) Hair styling which include single patches of hair on the top of the head (not consistent with natural hair loss); (2) hair styled to run as a strip down the center of the scalp (i.e. "Mohawk" fashion); (3) hair styled to leave an unusually large open (bald) area on the top of the head (not consistent with natural hair loss); and (4) hair styles which include the etching of letters, signs or figures, not considered natural in appearance. Braiding of the hair is not authorized for males. When used, hair gel/mousse should provide a conservative, natural appearance. (See Figures 1-1 and 1-2)

(c) Hair Color. If applied, dyes, tints, bleaches and frostings, which result in natural colors, are authorized. The hair color must complement the person's complexion tone. Color changes that detract from a professional image are prohibited.

(d) Facial/Chest Hair.

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(1) The face will be clean-shaven, except that a mustache may be worn. When worn, the mustache will be neatly trimmed and must be contained within the lines of B-B', C-C', D-D' and the margin area of the upper lip, as shown in (Figures 1-1). The individual length of a mustache hair fully extended must not exceed 1/2 inch.

(2) Except for a mustache, eyebrows, and eyelashes, hair may be grown on the face only when a medical officer has determined that shaving is temporarily harmful to the individual's health.

(3) No male will be required to have his chest hair clipped. Chest hair should not protrude in an unsightly manner above the collar of the visible undershirt when worn, or long sleeve khaki shirt.

(4) Excessive plucking or removal of eyebrows is not authorized, except for medical reasons.

(2) Fingernails. Fingernails will be kept clean and neatly trimmed so as not to interfere with performance of duty, detract from military image or present a safety hazard. Fingernails shall not extend past the fingertips. Nail polish for males is not allowed.

b. Female Grooming Regulations. Women will be well groomed at all times and will abide by the following:

(1) Hair Regulations. The requirement for hair regulations is to maintain uniformity within a military population. Women's hairstyles require non-eccentric and nonfaddish styles, maintaining a conservative, professional appearance. For the purpose of these regulations, women's hairstyles will be organized into three basic categories; short length, medium length and long hair.

(a) Hair Length (see Figure 1-3).

(1) Short Hair Length. Short hair is defined as hair length that extends no more than 1 inch from the scalp (excluding bangs). Hair may be no shorter than 1/4 inch from the scalp, but may be evenly graduated to within 2 inches of the hair line. Bangs, if worn, may not fall into the line of sight, may not interfere with the wear of all headgear, and when worn with headgear must lie neatly against the head. The width of the bangs may extend to the hairline at the temple.

(2) Medium Hair Length. Medium hair is defined as hair that does not extend beyond the collar's lower edge (in all uniforms), and extends more than 1 inch from the scalp. Medium hair may fall naturally in uniform and is not required to be secured. When worn loose, graduated hair styles are acceptable, but the length, from the front to the back, may not exceed one inch difference in length, from the front to the back (see Figure 1-3). The regulations for the wear of bangs detailed above are relevant. No portion of the bulk of the hair as measured from the scalp will exceed approximately 2 inches (see Figure 1-3).

(3) Long Hair. Long hair is defined as hair that extends beyond the collar's lower edge. Long hair will be neatly and inconspicuously fastened or pinned, except that bangs may be worn. The regulations for the

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wear of bangs detailed above are relevant. No portion of the bulk of the hair, as measured from the scalp, will exceed approximately 2 inches (except a bun, which may extend a maximum of 3 inches from the scalp) and no wider than the width of the head.

(b) Hairstyles. Faddish and exaggerated styles to include shaved portions of the scalp other than the neckline, designs cut in the hair, unsecured ponytails (except during physical training), and unbalanced or lopsided hairstyles are prohibited. Hair will be styled so as not to interfere with the proper wear of all uniform headgear. All headgear will fit snugly and comfortably around the largest part of the head without distortion or excessive gaps. When headgear is worn, hair should not protrude at distinct angles from under the edges. Hairstyles, which do not allow the headgear to be worn in this manner, are prohibited. Examples of hairstyles considered to be faddish or exaggerated and thus not authorized for wear in uniform are (this list is not all-inclusive); locks and twists (not including French rolls/twists), hair sculpting (eccentric directional flow, twists, texture or spiking), buns or braids with loose hair extending at the end, multiple braids that do not start at the top of the head, hair styles with severe angles, and loose unsecured hair (not to include bangs) when medium/long hair is worn up.

(1) Braids. Medium and long hair may be braided. Multiple braiding (defined as more than two braids) is authorized. When worn, multiple braids shall be of uniform dimension, small in diameter (approx. ¼ inch), show no more than 1/8 of an inch of scalp between the braids and must be tightly interwoven to present a neat, professional, well groomed appearance. Foreign material (i.e., beads, decorative items) shall not be braided into the hair. Braids must continue to the end of the hair in one direction, in a straight line, and can be worn loose per medium hair length guidelines or secured to the head in the same manner as described for medium or long length hair styles. Ends shall be secured only with inconspicuous rubber bands. If multiple braids are worn they must encompass the whole head.

(2) Hair Extensions. Hair extensions are authorized for medium and long hair only. Extensions must have the same general appearance as the individual's natural hair.

(3) Wigs. Wigs, if worn in uniform, must look natural and conform to the above regulations.

(4) Physical Training (PT). Medium/short length hair may be worn down for organized PT, except when considered a safety hazard. Long hair must be secured. Pony tails are authorized. When hair-securing devices are worn (i.e. barrettes, small pony tail holders...), they must be consistent with the hair color. Examples of hair accessories not authorized for securing hair for PT are; scrunchies, bows, ribbons, alligator clips.

(5) Boots and Utilities ("boots and utes"). When wearing boots and utes in a PT environment, hair should be secured using the PT guidelines identified above. When boots and utes are worn in a non-PT related environment, hair must be secured per the regulations detailed in the hairstyle regulations.

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(6) Hair Accessories. Except in PT situations, inconspicuous hairpins and bobby pins, if required, are authorized. Hairnets will not be worn unless authorized for a specific type of duty. Barrettes, combs, rubber bands, etc. are authorized, if concealed by the hair.

(7) Hair Color. If applied, dyes, tints, bleaches and frostings, which result in natural colors, are authorized. The hair color must complement the person's complexion tone. Color changes that detract from a professional image are prohibited.

(8) Body Hair. No females will be required to remove body hair except where leg hair protrudes beyond the appropriate hosiery or causes a visibly uneven texture under said hosiery.

(c) Cosmetics. Cosmetics, if worn, will be applied conservatively and will complement the individual's complexion tone. Exaggerated or faddish cosmetic styles are inappropriate with the uniform and will not be worn.

(1) Lipstick. Lipstick, lip gloss and lip balm must be in shades of red (within the red spectrum, to include pinks and burgundies) or clear and must complement the skin tone. When worn, lip liner must be in the same shade as the lipstick, gloss or balm.

(2) Other make-up. Mascara, when worn, must be in tones of black or brown. Cosmetics with a sparkle/glitter or similar finish are not authorized for wear (to include in the hair). False eyelashes should be natural in appearance.

(d) Fingernails. Nail length will be no longer than 1/4- inch from the tip of the finger.

(1) Nail Polish in service and dress uniforms. When worn, nail polish must be in shades of red (within the red spectrum, to include pinks and burgundies) and must complement the skin tone. Fingernails with multiple colors and decorative ornamentation are prohibited.

(2) Nail polish in utilities. Colored nail polish is not authorized for wear with the utility uniform.

(3) Manicures. Manicures that imitate the natural nail are authorized for wear with all uniforms (i.e. French manicures), to include utilities. Press-on and acrylic nails are authorized for wear as long as they are maintained within the length and style regulations as per regulations detailed above.

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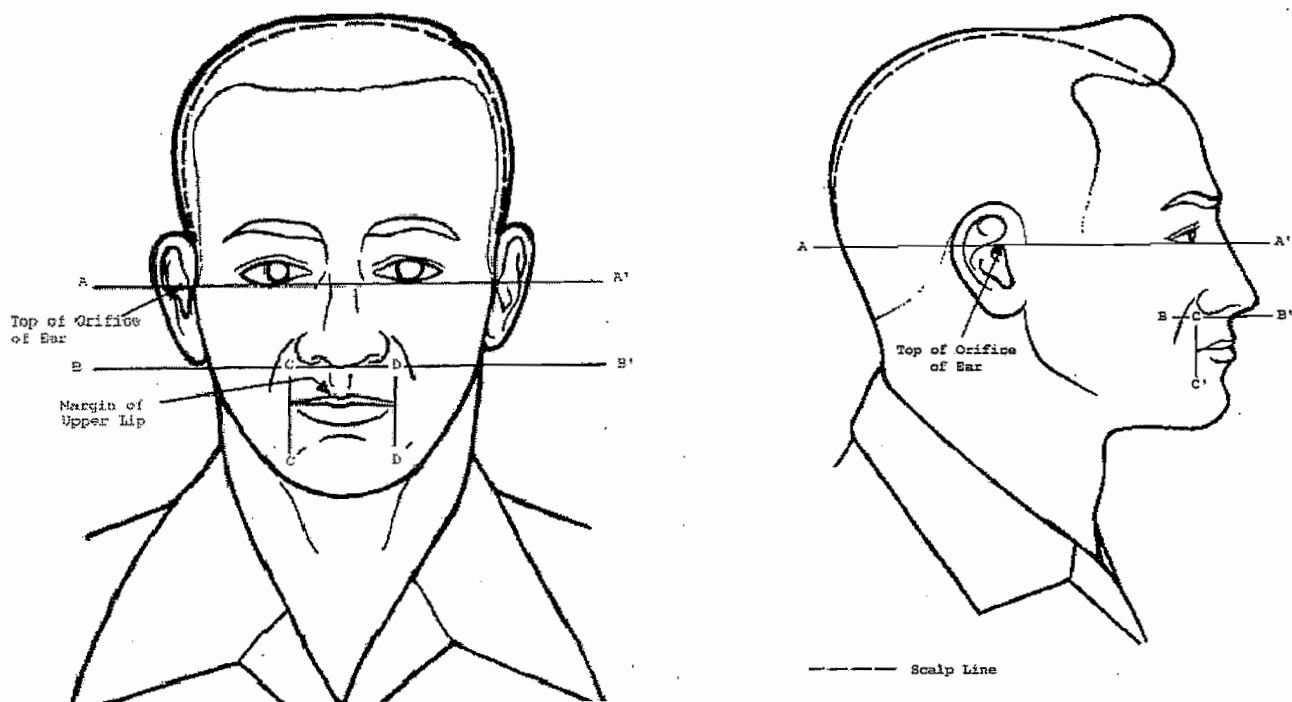


Figure 1-1.--Male Grooming Standards (Front/Side View).

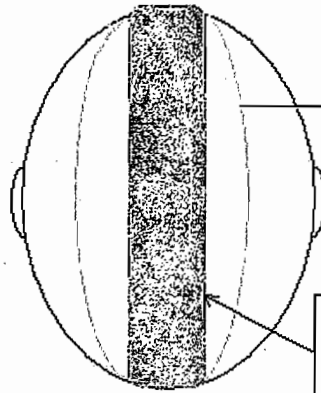
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No even graduation at the hairline on the lower portion of the head and side burns extend below the top orifice of the ear and are pointed. Not an authorized hair style.



"Low Regs"

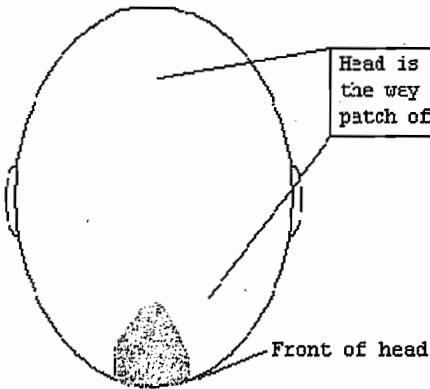
Typical "high and tight" style if hair extends out to this line.



Head shaved all the way around the strip of hair. Not an authorized hair style.

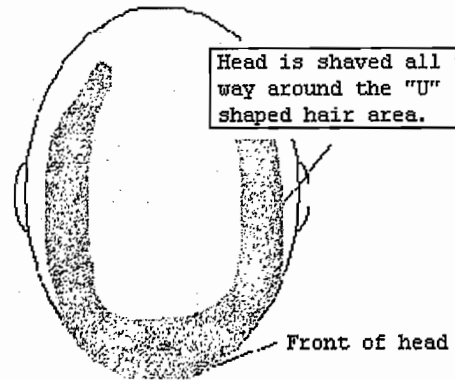
"Landing Strip or Mohawk"

Head is shaved all the way around the patch of hair.



"Tear Drop"

Head is shaved all the way around the "U" shaped hair area.



"Horse shoe"

Figure 1-2.-Prohibited Male Hair Styles.

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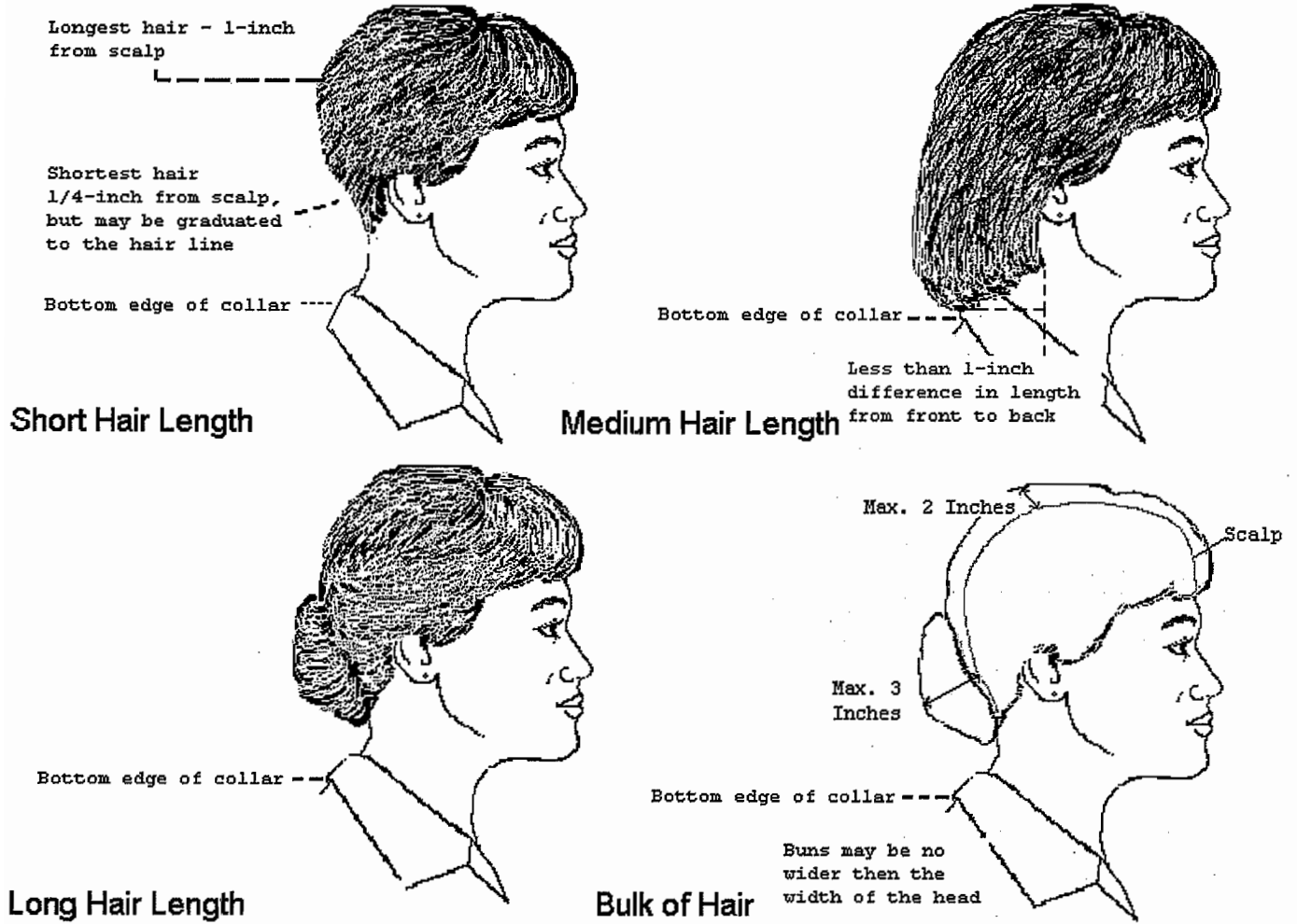


Figure 1-3.--Female hair length.

Height / Weight / Body Composition Standards

Males

Height	Maximum Standard	Minumum Standard
58"	131	91
59"	136	94
60"	141	97
61"	145	100
62"	150	104
63"	155	107
64"	160	110
65"	165	114
66"	170	117
67"	175	121
68"	180	125
69"	186	128
70"	191	132
71"	197	136
72"	202	140
73"	208	144
74"	214	148
75"	220	152
76"	225	156
77"	231	160
78"	237	164
79"	244	168
80"	250	173

Females

Height	Maximum Standard	Minumum Standard
58"	119	91
59"	124	94
60"	128	97
61"	132	100
62"	136	104
63"	141	107
64"	145	110
65"	150	114
66"	155	117
67"	159	121
68"	164	125
69"	169	128
70"	174	132
71"	179	136
72"	184	140
73"	189	144
74"	194	148
75"	200	152
76"	205	156
77"	210	160
78"	216	164
79"	221	168
80"	227	173

Body Composition Standards

Age Group
17-26
27-39
40-45
46+

Males	Female
18% BF	26% BF
19% BF	27% BF
20% BF	28% BF
21% BF	29% BF