USNA INSTRUCTION 6240.10F

From: Superintendent, U.S. Naval Academy

Subj: BODY ALTERATION POLICY AND PROCEDURES

Ref: (a) NAVADMIN 082/16
     (b) Navy Uniform Regulations, Article 2201

Enc: (1) Special Request for Body Alteration (Midshipman)
     (2) Special Request for Body Alteration (Midshipman Candidate)
     (3) USNA and NAPS Applicant Statement of Understanding Regarding Body Alterations

1. **Purpose.** To publish the U.S. Naval Academy (USNA) guidelines regarding body alterations and establish procedures for communicating and enforcing these standards. The policies contained herein apply to both the USNA and the Naval Academy Preparatory School (NAPS).

2. **Cancellation.** USNAINST 6240.10E

3. **Scope and Applicability.** The provisions of this instruction apply to all USNA midshipmen, NAPS midshipman candidates, and all appointees who have signed and acknowledged the USNA body alteration policy found in enclosure (3). This instruction applies without regard to race, ethnicity, national origin, sex, sexual orientation, or religion within constraints of the law to all midshipmen and midshipmen candidates assigned within the purview of the Superintendent.

4. **Discussion.** References (a) and (b) contain the U.S. Navy policies regarding body alterations: tattoos, body art, brands, body piercing, and dental ornamentation. The Commandant of Midshipmen is responsible for ensuring compliance with this policy and has waiver authority for all USNA midshipmen and NAPS Midshipman Candidates (M/C). USNA strongly supports Navy policy prohibiting tattoos and body art located anywhere on the body that are prejudicial to good order, discipline, and morale, or are of a nature to bring discredit on the Naval service.

5. **Policy**

   a. Midshipmen and M/C will garner permission via the chain of command prior to receiving any new body alterations while they are enrolled at USNA (from Plebe Summer through graduation) or NAPS (to include the time they are in transit from NAPS to USNA). Violating
the policies of this instruction may lead to conduct action and separation from the USNA and NAPS.

b. Pre-existing body alterations must comply with the policies listed herein. All alterations that do not comply with this instruction must be removed or replaced unless a waiver is granted by the USNA Body Alteration Review Board (BARB). The BARB will address prior enlisted Sailors and Marines with pre-existing waivers on a case-by-case basis.

c. Midshipman Candidates and applicants will be advised of the details of this policy in the Medical Conditions for Admissions section of the USNA Catalog. Each candidate who is offered an appointment is required to complete enclosure (3) and return it to the USNA. The written description and photograph must accurately describe the nature, type, location, size, and content of the alteration. It must also translate any foreign language or symbol contained in the alteration. Prior enlisted candidates with pre-existing waivers will attach a copy of the waiver to enclosure (3). The candidate will also acknowledge in this documentation that acquiring any new body alteration without written permission via the chain of command may cause their disqualification for induction, revocation of any offer of appointment, or their agreement to remove or repair the alteration as required.

d. Midshipmen or M/C directed to remove a body alteration are expected to do so at their own expense. Military treatment facilities may not have sufficient capacity to treat midshipmen, and treatment at a civilian facility may be required in order to meet waiver timeline requirements.

e. Midshipmen and M/C who have prohibited body alterations and refuse to comply with the direction of the BARB, Commandant of Midshipmen, or the Commanding Officer of the NAPS will be considered unsuitable for commissioning or induction and may be separated or required to remove the alteration as a condition of graduation.

6. Body Alteration Guidelines

a. Tattoos and Body Art. Four criteria will be used to determine whether tattoos/body art/brands are permitted for Midshipmen and M/C: content, location, size, and cosmetic. Failure to comply with established acceptable tattoo criteria as stated, is a violation of midshipmen regulations and subject to disciplinary action to include involuntary separation.

(1) Content. Tattoos located anywhere on the body that are prejudicial to good order, discipline, morale or are of a nature to bring discredit upon the naval service are prohibited. For example, tattoos that are obscene, sexually explicit, or advocate discrimination based on sex, race, religion, ethnicity, or national origin are prohibited. In addition, tattoos that symbolize affiliation with gangs, supremacist or extremist groups, or advocate illegal drug use are prohibited. Waivers will not be granted for tattoos with prohibited content.
(2) Location. No tattoos are permitted on the head, face (to include ear), neck, and scalp. Permissible tattoos on the torso area of the body shall not be visible through white uniform clothing. Chest tattoos will not be visible when v-neck undergarments are worn underneath any uniform.

(3) Size. Leg and arm tattoos can be of any size.

(4) Cosmetic Tattoos. Cosmetic tattoos are authorized to correct medical conditions requiring such treatment. For purposes of this regulation, cosmetic tattooing refers to medical or surgical procedures conducted by a licensed, qualified medical professional.

b. Mutilation. Intentional mutilation of any part of the body is prohibited. Mutilation is defined as the intentional, radical alteration of the body, head, face, or skin for the purpose of, or resulting in, an abnormal appearance. Examples include, but are not limited to:

(1) Split, forked, or pierced tongue;

(2) Pierced nose, lip, eyebrow, or other areas of the face or body;

(3) Foreign objects affixed to or inserted under the skin to create a design or pattern;

(4) Enlarged or stretched holes in ears (other than normal piercing);

(5) Intentional scarring on neck, face, scalp; or

(6) Intentional burns creating a design or pattern.

c. Dental Ornamentation. The use of gold, platinum, or other veneers or caps for purposes of dental ornamentation is prohibited. For purposes of this regulation, ornamentation is defined as decorative veneers or caps. Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc.

7. Roles and Responsibilities

a. The Dean of Admissions shall:

(1) Inform all appointed candidates by distributing enclosure (3) with any offers of appointment.

(2) Collect all returned enclosure (3) disclosure forms and forward them to the Commandant of Midshipmen for review by the BARB on a monthly basis in order to facilitate monthly BARB meetings to review candidate packages. At a minimum, all packages shall be
forwarded by 1 May for review by the BARB. Those packages received after 1 May will be communicated as soon as possible to the BARB recorder for screening prior to the NAPS and USNA Induction Day.

(3) Inform any Candidate that has body alterations that they are being reviewed for compliance with USNA policies.

(4) Relay the Commandant of Midshipmen’s decision, obtained through the BARB, to the appointee. Admissions will clearly delineate any requirements the appointee must meet prior to Induction Day or reporting to the NAPS.

(5) Ensure current policy is published in the USNA Catalog.

(6) Provide training on this policy to Blue and Gold Officers.

b. The Commandant of Midshipmen has overall responsibility for compliance with this program and holds waiver authority. The Commandant shall:

(1) Establish a six-member BARB in order to effectively apply this policy.

(2) Ensure a body alteration inspection is conducted on I-Day.

(3) Ensure a body alteration inspection is conducted during fall and spring semester Reform by the Company Officer or Senior Enlisted Leader.

(4) Ensure progress in meeting a removal order is monitored by the Company Officer or Senior Enlisted Leader a minimum of one time mid-semester and at the end of each semester.

(5) Ensure the appropriate NAVPERS 1070/613 or NAVMC 118(11) is prepared for waiverable and non-waiverable conditions. Upon commissioning, the Midshipmen Personnel Officer will forward a copy of the 1070/613 to COMNAVPERSCOM (PERS 312) for Navy selects for inclusion in the member’s electronic service record. For Marine selects, the NAVMC 118(11) will be forwarded to Manpower and Reserve Affairs (MM/RA).

c. The BARB is established by the Commandant of Midshipmen. The BARB will review all body alteration disclosure forms and photographs, as well as any other alteration that comes to the USNA’s attention, and apply the policy stated in this instruction in order to determine the appropriateness of body alterations.

(1) The BARB shall include: the Deputy Commandant of Midshipmen, one Battalion Officer, the Deputy Athletic Director, an Admission Candidate Guidance Officer or the Head of
Nominations and Appointments, the USNA Command Master Chief, the Brigade Master Chief and one Company Officer or Senior Enlisted Leader to serve as recorder.

(2) The BARB will make recommendations to the Commandant regarding the acceptability of alterations. Such recommendations will be approved or disapproved by the Commandant and provided to the Dean of Admissions and the appointee. Recommendations include:

(a) The appointee’s body alteration(s) is acceptable for admission or appointment.

(b) The appointee’s body alteration(s) is granted a waiver, and no further action is required by the appointee.

(c) The appointee’s body alteration(s) is not waiverable, and that the appointee must have it removed or repaired by a specific date.

(d) The appointee’s body alteration(s) is not waiverable and are grounds for withdrawal of appointment.

(3) The BARB will meet each semester to review each midshipman’s progress in meeting requirements (e.g., tattoo removals). Those not showing sufficient progress may receive a letter of instruction, conduct action, or a recommendation for separation from the USNA. The Commandant’s Conduct Officer will provide the BARB guidance for disposition of such cases. In the case of a midshipman not progressing to meet their requirements before the commencement of 2/C year, the BARB may recommend to the Commandant that the midshipman not be allowed to sign their commitment papers (i.e. 2 for 7 agreement). All new tattoos gained by midshipmen will be tracked by the BARB recorder. The BARB recorder shall:

(a) Maintain an up-to-date database of all midshipmen with tattoos in the Brigade, document progress for those with removal orders, and prepare waiver letters for signature by the Deputy Commandant of Midshipmen. Once the BARB determines that a midshipman has sufficiently met the elements of the removal, the recommendation for a final waiver will be provided to the Commandant of Midshipmen.

(b) Each spring, provide the Midshipmen Personnel Officer with the final disposition of waivers for the graduating class to facilitate preparation of the NAVPERS 1070/613 or NAVMC 118(11).

d. Commanding Officer (CO), Naval Academy Preparatory School (NAPS)

(1) Ensure a body alteration inspection is conducted on the NAPS Induction Day.
(2) Ensure all M/C complete enclosure (3), which will then be forwarded to the USNA BARB for review. For M/C with body alterations, the BARB will review each case and make recommendations to the CO, NAPS regarding the acceptability of the alterations.

(3) Inform the M/C of the results of the BARB review and if any action is required prior to the USNA Induction Day.

(4) Ensure M/C understand that violating the policies of this instruction may lead to conduct action or separation from the USNA or NAPS.

(5) Appoint a Company Officer or Senior Enlisted Leader as the NAPS BARB Liaison to coordinate all issues concerning body alteration at NAPS with the USNA BARB recorder. The BARB Liaison will receive, screen, and track all requests for body alteration from M/C. Body alteration request chits shall be routed using enclosure (2) to the CO, NAPS for approval.

8. Action

a. Body Alteration Prior to Arrival at NAPS or USNA

(1) All M/C and appointees entering NAPS or USNA will complete enclosure (3), acknowledging their agreement to adhere to the USNA body alteration policy.

(2) All M/C and appointees who have body alterations upon entering NAPS or USNA will have photographs taken of those alterations on Induction Day for documentation purposes.

(3) M/C and appointees who arrive at NAPS or USNA with unintentionally undeclared body alterations will be given the opportunity to agree to the terms of the body alteration statement of understanding (enclosure (3)). If they refuse to agree, they will be considered unsuitable for induction and may be separated.

(4) M/C and appointees who arrive at NAPS or USNA with intentionally undeclared body alterations may be considered unsuitable for induction and may be separated on Induction Day.

b. Removal of Body Alterations

(1) After the BARB review and the Commandant’s decision, the midshipman or M/C will be informed whether or not the body alteration(s) are acceptable. In the event a waiver is required, the conditions of the waiver will be outlined in a letter to the midshipman or M/C, with a copy provided to their chain of command. Photographs will be retained by the BARB Recorder for record keeping purposes.
(2) The removal timeline shall be established in the BARB’s letter and will be completed as expeditiously as possible, with a goal of meeting the 180 day requirement set forth in reference (a). Normally, any required removal must be completed no later than the start of the midshipman’s third academic year, with removal treatments commencing no later than January of Plebe year or January of the year at NAPS, in the case of a M/C.

(3) Midshipmen will comply with all waiver requirements, including removal or repair by a given date, keeping the alteration covered until the BARB determines the actions required by the waiver are met.

(4) Documentation of all treatments will be maintained and provided by the midshipman to their chain of command. Midshipmen are required to keep their chain of command informed of any difficulty in meeting the required timeline for removal.

(5) Progress inspections will be conducted a minimum of one time mid-semester and at the end of each semester by the midshipman’s Company Officer or Senior Enlisted Leader. Once the Company Officer determines the requirements of the removal have been met, they will contact the BARB recorder in order to set up a final BARB review and determination.

c. Body Alterations while at the NAPS or USNA

(1) Midshipmen and M/C will obtain permission via their chain of command prior to receiving any new body alterations while they are enrolled at NAPS (to include the time they are in transit from NAPS to USNA) or USNA (from Plebe Summer through graduation).

(2) All members of the NAPS Battalion or the Brigade of Midshipmen will be subject to a body alteration inspection in regulation PE gear during Reform of the fall and spring semesters. The Commandant of Midshipmen and the CO, NAPS may carry out additional body alteration inspections as they deem necessary.


a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned for the standard subject identification codes (SSIC) 1000 through 13000 series per the records disposition schedules located on the Department of the Navy/Assistant for Administration (DON/AA), Directives and Records Management Division (DRMD) portal page at https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the USNA Records Manager or the DON/AA DRMD program office.
10. **Review and Effective Date.** The Commandant of Midshipmen will review this instruction annually on the anniversary of the effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire five years after the effective date unless reissued or otherwise canceled prior to the five year anniversary date, or an extension has been granted.

![Signature]

S. S. BUCK

**Releasability and distribution:**

This instruction is cleared for public release and is available electronically only via USNA intranet website, http://www.usna.edu/AdminSupport/INST/USNAINST6240.10F/
SPECIAL REQUEST FOR BODY ALTERATION (MIDSHIPMAN)

1. I, ____________________________, Alpha ______________, Company _____ have read USNAINST 6240.10F and understand the U.S. Naval Academy policy regarding body alterations are as follows:

   a. Tattoos and Body Art. Four criteria will be used to determine whether tattoos/body art/brands are permitted for Midshipmen and M/C: content, location, size, and cosmetic. Failure to comply with established acceptable tattoo criteria as stated, is a violation of MIDREGS and may subject me to disciplinary action to include involuntary separation.

      (1) **Content.** Tattoos located anywhere on the body that are prejudicial to good order, discipline, morale or are of a nature to bring discredit upon the naval service are prohibited. For example, tattoos that are obscene, sexually explicit, or advocate discrimination based on sex, race, religion, ethnicity, or national origin are prohibited. In addition, tattoos that symbolize affiliation with gangs, supremacist or extremist groups, or advocate illegal drug use are prohibited. Waivers will not be granted for tattoos with prohibited content.

      (2) **Location.** No tattoos are permitted on the head, face (to include ear), neck, and scalp. Permissible tattoos on the torso area of the body shall not be visible through white uniform clothing. Chest tattoos will not be visible when v-neck undergarments are worn underneath any uniform.

      (3) **Size.** Leg and arm tattoos can be of any size.

      (4) **Cosmetic Tattoos.** Cosmetic tattoos are authorized to correct medical conditions requiring such treatment. For purposes of this regulation, cosmetic tattooing refers to medical or surgical procedures conducted by a licensed, qualified medical professional.

   b. **Mutilation.** Intentional mutilation of any part of the body is prohibited. Mutilation is defined as the intentional, radical alteration of the body, head, face, or skin for the purpose of, or resulting in, an abnormal appearance. Examples include, but are not limited to:

      (1) Split, forked, or pierced tongue;

      (2) Pierced nose, lip, eyebrow, or other areas of the face or body;

      (3) Foreign objects affixed to or inserted under the skin to create a design or pattern;

      (4) Enlarged or stretched holes in ears (other than normal piercing);

      (5) Intentional scarring on neck, face, scalp; or

      (6) Intentional burns creating a design or pattern.
c. Dental Ornamentation. The use of gold, platinum, or other veneers or caps for purposes of dental ornamentation is prohibited. For purposes of this regulation, ornamentation is defined as decorative veneers or caps. Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc.

2. Thoroughly describe any desired alterations below. The written description shall accurately describe the type, nature, location, and size of the proposed body alteration and translate any foreign language or symbology contained in the proposed alteration, as applicable.

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

3. Upon completing the proposed body alteration, I will photograph and document the body alteration with the Body Alteration Review Board. For the sake of modesty and privacy, only close-up photographs of alterations normally covered by a regulation swimsuit shall be submitted for review.

4. By signing below, I voluntarily agree to undergo all body alteration treatment or removal required by the U.S. Naval Academy Body Alteration Review Board for alterations that do not comply with U.S. Naval Academy policy at my own expense. I understand that military treatment facilities may not be able to provide treatment or removal services and I may have to use a civilian facility at my own expense.

5. I enter into the agreement voluntarily, of my own free will.

6. I understand the policies stated above, and I agree to not receive any body alteration without prior permission from my chain of command after the signing of this statement. I understand that deviation from USNAINST 6240.10F may result in conduct action against me or an order for removal. I further understand that these guidelines are designed to keep me only within U.S. Navy standards.

7. Furthermore, I understand that the U.S. Marine Corps Tattoo policy as outlined in MCBul 1020 is more restrictive than the USNA policy and any desire to commission into the Marine Corps requires compliance with MCBul 1020. Failure to comply with U.S. Marine Corps tattoo policy may result in my inability to commission into the U.S. Marine Corps.

______________________________
Midshipman Signature/Date
SPECIAL REQUEST FOR BODY ALTERATION (MIDSHIPMAN CANDIDATE)

1. I, ________________________, Candidate # ________________, Platoon __________ have read USNAINST 6240.10F and understand the U.S. Naval Academy policy regarding body alterations is as follows:

   a. Tattoos and Body Art. Four criteria will be used to determine whether tattoos/body art/brands are permitted for Midshipmen and M/C: content, location, size, and cosmetic. Failure to comply with established acceptable tattoo criteria as stated, is a violation of MIDREGS and may subject me to disciplinary action to include involuntary separation.

      (1) **Content.** Tattoos located anywhere on the body that are prejudicial to good order, discipline, morale or are of a nature to bring discredit upon the naval service are prohibited. For example, tattoos that are obscene, sexually explicit, or advocate discrimination based on sex, race, religion, ethnicity, or national origin are prohibited. In addition, tattoos that symbolize affiliation with gangs, supremacist or extremist groups, or advocate illegal drug use are prohibited. Waivers will not be granted for tattoos with prohibited content.

      (2) **Location.** No tattoos are permitted on the head, face (to include ear), neck, and scalp. Permissible tattoos on the torso area of the body shall not be visible through white uniform clothing. Chest tattoos will not be visible when v-neck undergarments are worn underneath any uniform.

      (3) **Size.** Leg and arm tattoos can be of any size.

      (4) **Cosmetic Tattoos.** Cosmetic tattoos are authorized to correct medical conditions requiring such treatment. For purposes of this regulation, cosmetic tattooing refers to medical or surgical procedures conducted by a licensed, qualified medical professional.

   b. **Mutilation.** Intentional mutilation of any part of the body is prohibited. Mutilation is defined as the intentional, radical alteration of the body, head, face, or skin for the purpose of, or resulting in, an abnormal appearance. Examples include, but are not limited to:

      (1) Split, forked, or pierced tongue;

      (2) Pierced nose, lip, eyebrow, or other areas of the face or body;

      (3) Foreign objects affixed to or inserted under the skin to create a design or pattern;

      (4) Enlarged or stretched holes in ears (other than normal piercing);

      (5) Intentional scarring on neck, face, scalp; or

      (6) Intentional burns creating a design or pattern
c. **Dental Ornamentation.** The use of gold, platinum, or other veneers or caps for purposes of dental ornamentation is prohibited. For purposes of this regulation, ornamentation is defined as decorative veneers or caps. Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc.

2. Thoroughly describe any desired alterations below. The written description shall accurately describe the type, nature, location, and size of the proposed body alteration and translate any foreign language or symbology contained in the proposed alteration, as applicable.

3. Upon completing the proposed body alteration, I will photograph and document the body alteration with the Body Alteration Board. For the sake of modesty and privacy, only close-up photographs of alterations normally covered by a regulation swimsuit shall be submitted for review.

4. By signing below, I voluntarily agree to undergo all body alteration treatment or removal required by the U.S. Naval Academy Body Alteration Review Board for alterations that do not comply with U.S. Naval Academy policy at my own expense. I understand that military treatment facilities may not be able to provide treatment or removal services and I may have to use a civilian facility at my own expense.

5. I enter into the agreement voluntarily, of my own free will.

6. I understand the policies stated above, and I agree to not receive any body alteration without prior permission from my chain of command after the signing of this statement. I understand that deviation from USNAINST 6240.10F may result in conduct action against me or an order for removal. I further understand that these guidelines are designed to keep me only within U.S. Navy standards.

7. Furthermore, I understand that the U.S. Marine Corps Tattoo policy as outlined in MCbul 1020 is more restrictive than the USNA policy and any desire to commission into the U.S. Marine Corps requires compliance with MCbul 1020. Failure to comply with U.S. Marine Corps tattoo policy may result in my inability to commission into the U.S. Marine Corps.

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Midshipman Candidate Signature, Date

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Enclosure (2)
Body Alteration Review Board Liaison

SEL Signature, Date

CO Signature, Date

CO, NAPS Signature, Date
USNA AND NAPS APPLICANT STATEMENT OF UNDERSTANDING
REGARDING BODY ALTERATIONS

1. U.S. Naval Academy policy regarding body alterations is as follows:

   a. Tattoos and Body Art. Four criteria will be used to determine whether tattoos/body art/brands are permitted for Midshipmen and M/C: content, location, size, and cosmetic. Failure to comply with established acceptable tattoo criteria as stated, is a violation of midshipmen regulations and may subject a Midshipman or M/C to disciplinary action to include involuntary separation.

      (1) Content. Tattoos located anywhere on the body that are prejudicial to good order, discipline, morale or are of a nature to bring discredit upon the naval service are prohibited. For example, tattoos that are obscene, sexually explicit, or advocate discrimination based on sex, race, religion, ethnicity, or national origin are prohibited. In addition, tattoos that symbolize affiliation with gangs, supremacist or extremist groups, or advocate illegal drug use are prohibited. Waivers will not be granted for tattoos with prohibited content.

      (2) Location. No tattoos are permitted on the head, face (to include ear), neck, and scalp. Permissible tattoos on the torso area of the body shall not be visible through white uniform clothing. Chest tattoos will not be visible when v-neck undergarments are worn underneath any uniform.

      (3) Size. Leg and arm tattoos can be of any size.

      (4) Cosmetic Tattoos. Cosmetic tattoos are authorized to correct medical conditions requiring such treatment. For purposes of this regulation, cosmetic tattooing refers to medical or surgical procedures conducted by a licensed, qualified medical professional.

   b. Mutilation. Intentional mutilation of any part of the body is prohibited. Mutilation is defined as the intentional, radical alteration of the body, head, face, or skin for the purpose of, or resulting in, an abnormal appearance. Examples include, but are not limited to:

      (1) Split, forked, or pierced tongue;

      (2) Pierced nose, lip, eyebrow, or other areas of the face or body;

      (3) Foreign objects affixed to or inserted under the skin to create a design or pattern;

      (4) Enlarged or stretched holes in ears (other than normal piercing);

      (5) Intentional scarring on neck, face, scalp; or

      (6) Intentional burns creating a design or pattern
c. **Dental Ornamentation.** The use of gold, platinum, or other veneers or caps for purposes of dental ornamentation is prohibited. For purposes of this regulation, ornamentation is defined as decorative veneers or caps. Teeth, whether natural, capped, or veneered, will not be ornamented with designs, jewels, initials, etc.

2. All applicants offered an appointment for admission shall complete the following statement: I **DO/DO NOT (circle one) HAVE ONE OR MORE BODY ALTERATIONS. I AM/AM NOT (circle one) A PRIOR ENLISTED SERVICE MEMBER.** (If the applicant is a prior enlisted Service Member, did you obtain the body alteration while on active duty? ____ Yes ____ No.) Thoroughly describe any alterations below. The written description shall accurately describe the type, nature, location, and size of the body alteration and translate any foreign language or symbology contained in the alteration, as applicable.

3. Each appointee shall also attach a photograph of any body alteration to this form and submit both with their Certificate of Acceptance of their offer for appointment. For the sake of modesty and privacy, only close-up photographs of alterations normally covered by a regulation swimsuit shall be submitted for review. Prior enlisted service members with pre-existing waivers shall also attach a signed copy of the waiver to this form.

4. By signing below, I acknowledge that, as a condition of admission to the U.S. Naval Academy or the U.S. Naval Academy Preparatory School (NAPS), I voluntarily agree to undergo all body alteration treatment or removal required by the U.S. Naval Academy Body Alteration Review Board for alterations that do not comply with U.S. Naval Academy policy at my own expense. I understand that military treatment facilities may not be able to provide treatment or removal services and I may have to use a civilian facility at my own expense.
5. I understand and agree that any required body alteration removal must be completed no later than the start of my third academic year at the U.S. Naval Academy and removal treatment must begin no later than January of my Plebe year or January of my year at NAPS.

6. I enter into this agreement voluntarily, of my own free will. I may void this agreement at any time by withdrawal of my application to the U.S. Naval Academy.

7. I understand the policies stated above, and I agree to not receive any body alteration without prior permission after the signing of this statement or while at the U.S. Naval Academy or the U.S. Naval Academy Preparatory School. I understand that violating these body alteration policies or application requirements may result in disqualification from consideration for an appointment to the U.S. Naval Academy or the U.S. Naval Academy Preparatory School.

Witness Signature, Date
Print Name

Appointee Signature, Date
Print Name

Enclosure (3)