

DoDDS - EUROPE
REGISTRATION QUESTIONNAIRE - For US Military Only
SPONSOR CATEGORY FOR SCHOOL YEAR 2008/2009

This questionnaire is to be used during the registration process to determine the appropriate category of the pupil's sponsor, and to enter the data into the Student Information System (SIS). This form in itself does not grant eligibility. Please check the appropriate agency below and attach the documentation required to support enrollment to this form found on the reverse side. Failure to provide current eligibility documents will delay enrollment of the listed student(s). All sponsors enrolled in Categories 2, 3, & 4 are required to sign for the DoDEA regulation 1030.1 (Space available eligibility requirements for education of minor dependents in the overseas area, APRIL 04, 2005) and Category 1G, 1H, 2 & 4 are also required to receive the Tuition payment procedure letter.

NAME OF STUDENT(s): _____
Please print Last, First, Mi Please print Last, First, Mi

NAME OF STUDENT(s): _____
Please print Last, First, Mi Please print Last, First, Mi

NAME OF STUDENT(s): _____
Please print Last, First, Mi Please print Last, First, Mi

Sponsor Information			
Sponsor name (Please print Last, First, Mi)			
Sponsor work telephone number:			
Sponsor email address:			
Sponsor's agency (please check which one is currently applicable below)			
<input type="checkbox"/>	Army Active Duty	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Army Reserves	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Army Guard	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Navy Active Duty	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Navy Reserves	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Marine Active Duty	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Marine Reserve	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Air Force Active Duty	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Air Force Reserve	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Air Force Guard	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Coast Guard Active Duty	Stationed CONUS	<input type="checkbox"/> or Overseas
<input type="checkbox"/>	Coast Guard Reserve	Stationed CONUS	<input type="checkbox"/> or Overseas
<i>Please see reverse side for documentation needed to support enrollment</i>			
I verify that the category code and documentation provided is correct			

signature of sponsor or spouse		Date:	

School verification	
Registrar confirmation of documentation presented is valid to support enrollment	_____ Registrar initials:
Principal signature and date confirming documentation is valid to support enrollment	

U.S. Military

Please circle the appropriated category and provide documents to support this below

Command Sponsored		
<i>Space-Required, Tuition-Free</i>		
Code	Description	Documentation Required
1AA	Army Active Duty	A or (A+B or C or D)
1AB	Army Reserves	A or (A+B or C or D)
1AC	Army Guard	A or (A+B or C or D)
1BA	Navy Active Duty	A or (A+B or C or D)
1BB	Navy Reserves	A or (A+B or C or D)
1CA	Marine Active Duty	A or (A+B or C or D)
1CB	Marine Reserve	A or (A+B or C or D)
1DA	Air Force Active Duty	A or (A+B or C or D)
1DB	Air Force Reserve	A or (A+B or C or D)
1DC	Air Force Guard	A or (A+B or C or D)
1EA	Coast Guard Active Duty	A or (A+B or C or D)
1EB	Coast Guard Reserve	A or (A+B or C or D)

Non-Command Sponsored		
<i>Space-Available, Tuition-Free</i>		
Code	Description	Documentation Required
3AA	Army Active Duty	A+ G or H
3AB	Army Reserves	F+ G or H
3BA	Navy Active Duty	A+ G or H
3BB	Navy Reserves	F+ G or H
3CA	Marine Active Duty	A+ G or H
3CB	Marine Reserve	F+ G or H
3DA	Air Force Active Duty	A+ G or H
3DB	Air Force Reserve	F+ G or H
3EA	Coast Guard Active Duty	A+ G or H
3EB	Coast Guard Reserve	F+ G or H

Secretary of Defense waivers for Military Sponsors.		
<i>Space-Available, Tuition-Free</i>		
Code	Description	Documentation Required
3GA	Army	E
3GB	Navy	E
3GC	Marine Corps	E
3GD	Air Force	E
3GE	Coast Guard	E

Code	Description	Documentation Required
Security Assistance/Foreign Military Sales Program		
<i>Space-Required, Tuition-Paying</i>		
1GA	Security Assistance Program	A or (A+B or C or D)
1GB	Foreign Military Sales	A or (A+B or C or D)
Reserve/NG Activated for 179 Days or less		
<i>Space-Available, Tuition-Paying</i>		
2CA	Reservists activated for 179 days or less	C or (F+G or H)
CONUS base Active Duty Military TDY overseas		
<i>Space-Available, Tuition-Paying</i>		
2CA	Active Duty TDY overseas from CONUS	C or (F+G or H)

DOCUMENTATION NEEDED

- A Sponsor's PCS orders listing family members.
- B Designated Location Movement (DLM) or Dependent Remain overseas (DRO) orders listing family members.
- C DSE Form 803, Confirmation of Status (Military) validated by the Installation Military Personnel Office or Unit/Rear Detachment Commanding Officer
- D Approved Command Sponsorship listing student(s) issued by the Installation Military Personnel Office.
- E **Death of sponsor:** Need death certificate and/or documentation showing sponsor died while entitled to Active Duty pay or compensation. Registration must be made within a 1-year period after death of sponsor. Applicable to students not enrolled in DoDDS or unborn at the time of sponsors death who reaches enrollment age. **Other Secretary of Defense Waivers** granted to groups of students.
- F Reserve orders reflecting activation. CONUS based active duty military TDY orders.
- G **Court order** granting adoption, guardianship, custody or wardship. (2) DSE801 (ILP Affidavit for Court Orders), (3) DoDDS-E approval. **Power of Attorney's** issued by one of the students biological parents, (2) DSE801 (ILP Affidavit for PoA), (3) DoDDS-E approval. Please note that PoA enrollments are only for 90 calendar days. **CONUS base deployments in support of Operation Iraqi or Enduring Freedom (OIF/OEF):** Applies to CONUS based single parents, and dual military deployments in support of OIF/OEF. Documentation required is: (1) Memorandum from Unit Commander or first O6 in the chain of command requesting exception to policy for enrollment of deployed family members, (2) deployment orders reflecting the number of days deployed (can also be included in the exception to policy memo), (3) portion of the Family Care Plan reflecting a person who resides in an overseas location as the Family Care Provider (FCP), (4) PoA granting the FCP the right to act on behalf of the deployed sponsor(s) when an emergency arises at the school, (5) DoDDS-E Eligibility POC approval prior to enrollment.
- H Student Birth Certificate reflecting sponsor as one of the biological parents. If the child is biologically connected to the spouse only a copy of the marriage and student's birth certificates are required. If neither parent is biologically connected enrollment is suspended pending receipt of ILP documents listed in "G" above and approval by the Eligibility POC located in DoDDS-E.