



DEPARTMENT OF DEFENSE
DEPENDENTS SCHOOLS
OFFICE OF THE DIRECTOR, EUROPE
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March 2, 2006

MEMORANDUM FOR SUPERINTENDENTS, DoDDS-EUROPE
PRINCIPALS, DoDDS-EUROPE

SUBJECT: Accelerated Withdrawal Due to PCS

This memorandum serves to provide clear guidance for early withdrawal of students. While DoDDS policy on this issue is stated in the Administrative Guide and Policy Memorandum 96-ES-002 "DoDDS Attendance Policy," questions have frequently arisen regarding its applicability to family plans for vacation, as well as, to withdrawal prior to the 20-day limit.

The provision for permitting the early withdrawal of students with full Carnegie credit was based on careful consideration of the unique circumstances found in the DoDDS system. It recognizes that due to the military necessity, families are occasionally required to move prior to the end of the school year and that children should not be penalized for this. The 20-day limit provides reasonable flexibility without compromising academic standards or placing the student in an untenable position in regard to mastery of curriculum content. This provision has never been intended to apply to, or be extended for, the convenience of family travel, visits or other discretionary reasons. The policy therefore requires that students present verification of the date of their sponsor's departure, i.e., Permanent Change of Station (PCS) or other official orders, to school officials in order to receive consideration for full academic credit. Students who withdraw prior to the 20-day limit receive a "withdrawal" grade rather than a final grade. The accelerated withdrawal date for SY 2005-2006 is as follows:

Most DoDDS-E Schools--May 19, 2006. Students must be in school all day on May 18, 2006.

AFNORTH, Bahrain, Geilenkirchen, Kleine Brogel, SHAPE and Volkel Schools—see individual school calendars. Students must be in school all day on the last school day prior to the accelerated withdrawal date.

You should be confident of my complete support should you be questioned or challenged in the enforcement of this policy.


Diana J. Ohman
Director, DoDDS-Europe

cc:
Deputy Director, DoDDS-Europe
Chief, Education Division, DoDDS-Europe