



Department of Defense Education Activity  
**POLICY MEMORANDUM**

**10-ESPL-001**  
DATE **DEC - 8 2010**

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POLICY AND LEGISLATION

**SUBJECT:** Non-Department of Defense School Program Transportation

- References:** (a) Section 926(b)(1) of title 20, United States Code  
(b) DoDEA Regulation 1035.1, "Use of Non-DoD Schools,"  
August 14, 2003, as amended  
(c) U.S. Department of State Standardized Regulations (DSSR),  
current version

**Purpose.** This Policy Memorandum establishes the policy for the transportation of Department of Defense (DoD) dependent students located in overseas areas who are authorized tuition assistance under References (a) and (b) for enrollment in a non-DoD school under the Non-Department of Defense Schools Program (NDSP).

**Applicability.** This Policy Memorandum applies to the Office of the Director, Department of Defense Education Activity (DoDEA); the Director, Department of Defense Dependents' Schools, Europe (DoDDS-E); the Director, DoDDS, Pacific, and Domestic Dependent Elementary and Secondary Schools, Guam (DoDDS-P/DDESS-Guam).

**Policy.** It is DoDEA policy that:

In locations where the Director, DoDEA has determined that Command-sponsored DoD dependent students are eligible for tuition assistance under NDSP, those dependents may be authorized enrollment on a space-available, tuition-free basis at the nearest DoDDS school in the same geographic locality for which bus transportation could be reasonably accomplished.

The transportation of each DoD dependent student entitled to NDSP tuition assistance may be funded by the NDSP program for transportation to a non-DoD school or a DoDDS school if the cost of such transportation does not exceed the "at-post" rate

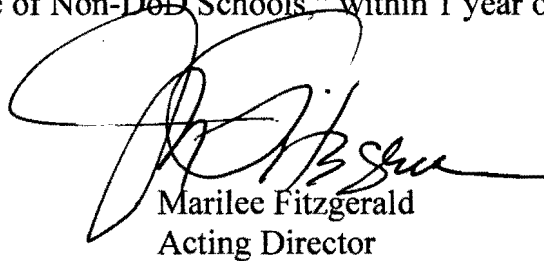
per student for the location of assignment of the sponsor and space is available at the DoDDS school. These rates are established in section 270 of Reference (b).

DoDEA will contract for transportation services when the projected allowance (sum total of the “at-post” rate for the group of students) is equal to or higher than the estimated transportation contract. If at any point during the school year the number of students declines below the threshold to support group transportation, then DoDEA will notify the cognizant command(s) that the contract will not be renewed for the following school year.

Points of contact for the daily coordination of group transportation will be DoDEA employees in communities with a DoDDS school. In communities, without a DoDDS school and where students are transported to a non-DoD school, the cognizant military command will provide a point of contact for student transportation.

Locations served by group transportation will be limited to one mode of student transportation at Government expense. Private vehicle mileage will not be reimbursed.

This Policy Memorandum is effective immediately and shall be incorporated into DoDEA Regulation 1035.1, “Use of Non-DoD Schools,” within 1 year of its issuance.



Marilee Fitzgerald  
Acting Director