

# Enrollment Eligibility Categories for U.S. Military

Identify the appropriate category and provide documents to support this as listed below

| <b>Command Sponsored</b><br><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 Reserves         | A or [A + (B or C or D)] |
| 1DA   | Air Force Active Duty   | A or [A + (B or C or D)] |
| 1DB   | Air Force Reserves      | 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 Reserves    | A or [A + (B or C or D)] |

| <b>Non-Command Sponsored, or Residing in a Different Overseas Location (active duty only)</b><br><i>Space-Available, Tuition-Free</i> |   |                        |
|---|---|------------------------|
| Code  | Description                             | Documentation Required |
| 3AA   | Army Active Duty                        | A + (G or H)+I         |
| 3AB   | Army Reserves (180 Days or more)        | F + (G or H)           |
| 3AC   | Army Guard (180 Days or more)           | F + (G or H)           |
| 3BA   | Navy Active Duty                        | A + (G or H)+I         |
| 3BB   | Navy Reserves (180 Days or more)        | F + (G or H)           |
| 3CA   | Marine Active Duty                      | A + (G or H)+I         |
| 3CB   | Marine Reserves (180 Days or more)      | F + (G or H)           |
| 3DA   | Air Force Active Duty                   | A + (G or H)+I         |
| 3DB   | Air Force Reserves (180 Days or more)   | F + (G or H)           |
| 3DC   | Air Force Guard (180 Days or more)      | F + (G or H)           |
| 3EA   | Coast Guard Active Duty                 | A + (G or H)+I         |
| 3EB   | Coast Guard Reserves (180 Days or more) | F + (G or H)           |

| <b>Secretary of Defense Waivers for Military Sponsors</b><br><i>Space-Available, Tuition-Free</i> |             |                        |
|---|-------------|------------------------|
| Code  | Description | Documentation Required |
| 3GA   | Army        | E + G                  |
| 3GB   | Navy        | E + G                  |
| 3GC   | Marines     | E + G                  |
| 3GD   | Air Force   | E + G                  |
| 3GE   | Coast Guard | E + G                  |

| <b>Other U.S. Military</b>             |                             |                          |
|--|-----------------------------|--------------------------|
| Code                                   | Description                 | Documentation Required   |
| <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)] |
| <i>Space-Available, Tuition-Paying</i> |                             |                          |
| Reserve/Guard Activated                |                             |                          |
| 2CA                                    | Less Than 179 Days          | (C or F) + (G or H)]     |
| CONUS Based Active                     |                             |                          |
| 2CA                                    | Duty TDY Overseas           | (C or F) + (G or H)]     |

## Documentation Needed

- Sponsor's PCS orders listing family members. Cannot use Page 2 of Navy orders, but can use Page 13 or DoDEA Form 601 to verify command sponsored Navy dependents. (New DEROS validated with memo from Mil Pers Office, Enl/Off Record Brief, Virtual Personnel Data Sheet, Personnel Online Listing, DoDEA Form 601)
- Designated Location Movement (DLM) or Dependent Remain Overseas (DRO) orders listing family members.
- DoDEA Form 601, Verification of Military Employment, validated by the Installation Military Personnel Office or Unit/Rear Detachment Commanding Officer.
- Approved Command Sponsorship listing student(s), issued by the Installation Military Personnel Office.
- Death of Sponsor: Death certificate and/or documentation showing sponsor died while entitled to active duty pay or compensation. Also need copy of surviving spouses passport as this waiver is only applicable to foreign spouses wishing to enroll children in DoDDS within their country of citizenship. Other Secretary of Defense Waivers granted to groups of students if applicable.
- Reserve or National Guard orders reflecting activation. If active duty, CONUS based active duty military TDY orders.
- Documentation connecting the student to the sponsor as the sponsor's dependent. Primary document for this is the student's birth certificate reflecting the sponsor as one of the biological parents. If the child is biologically connected to the spouse only, then a copy of the marriage certificate and student's birth certificate are required. If birth certificates are not available we can use a copy of the student's ID card reflecting the sponsor by name on the card. Note that if neither parent is biologically connected to the student, enrollment is suspended pending receipt of In Loco Parentis documentation listed in "H" below and approval by the DoDDS-E Eligibility POC.
- In Loco Parentis Documentation. Sponsor needs to provide school with the DoDEA Form 1003, ILP Declaration Form. (All In Loco Parentis cases must be reviewed and approved by DoDDS-E Office of Enrollment and Eligibility).  
*For CONUS Based Deployments in Support of Operation Iraqi Freedom 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 0-6 in the chain of command requesting exception to policy for enrollment of the deployed's 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.
- If needed, a memo from the sponsor confirming and agreeing to the use of his/her DoDDS eligibility entitlement, by the family, while in another overseas location.

(NOTE: Kindergarten and 1st Grade minimum age requirements are validated with either DoD orders listing the birth date, or a birth certificate, or a passport.)