

REGISTRATION FOR RETURNING STUDENTS OF MILITARY SPONSORS – SCHOOL YEAR 2006-2007

Please fill out the attached forms and return to Pam Pagan at Bldg 566, Fort Buchanan by **March 3, 2006 or sooner**. they will **Sponsors at Ramey can return forms to Ramey school and be sent to Fort Buchanan through interoffice mail.** These forms and documents must be at the district office before you register your dependents in April. Documents will be used to verify your eligibility to re-enroll your dependents for School Year 06-07. The DDESS PR District is required to verify eligibility each school year.

Forms and documents needed for eligibility

1. DoDEA Form 600 –to be signed by sponsor in block 28
2. Supplemental DoDEA Form 600 – to be signed by sponsor
3. Current orders – If your orders are expired or more than 3 years old, you are required to provide an extension or a letter signed by your commander stating the amount of time that you will be on active duty in Puerto Rico.
4. If your dependent is not listed on your orders, please provide a copy (both sides) of ID card of dependent. If your dependent does not have an ID card, you must provide a memorandum, signed by your commander, verifying that student is your dependent
5. Copy of birth certificate is needed for Pre-kindergarten, Kinder, and First Grade students

NOTE: If the above documents are missing prior to April 3rd, you will not be able to register during early registration. Sponsors must sign all forms listed above. If spouses sign these forms, a copy of a power of attorney is required.

Registration information will be provided at a later date. Tentative dates are April 3-6, 2006.