



School Support Services
A Driving Force for Student Success



COLLEGE AND CAREER GUIDE for High School Students

IMCOM EUROPE
CYS SCHOOL SUPPORT SERVICES
School Liaison Officers



College & Career Guide for High School Students



It's never too early to start planning for post high school life be it college, trade school, military, or entering the job force. This guide should assist you in that quest.

Military connected students may have some challenges, but also some advantages in their life experiences.

This handbook is designed to support military connected high school students. It is not the sole resource for college and career information, but should get you good a running start at planning for life after high school.

Find your way forward! The future belongs to you!



DODEA GRADUATION & TRANSCRIPTS

DODEA Graduation Requirements

DoDEA Transcripts

DODEA 4-6 Year Plan



Choices360 is a comprehensive, easy-to-use, online career and academic planning resource that helps students graduate with a diploma and a plan.



Career Technical Education (CTE) is an education pathway that provides students with the academic, technical, and real world knowledge, skills and experience they need to be prepared for a variety of career options.

CTE gives students training and skills in many different types of careers in high growth industries such as science and technology, healthcare, and business management. CTE programs are personalized, hands-on, and let students explore different career fields. CTE is part of the middle school and high school experience, and prepares students for the full range of post-secondary opportunities, including college and careers.

Please see your school counselors and CTE teachers to learn more about CTE, Career Clusters and Pathways, earning a CTE Pathway Endorsement, and Choices360.

FIND A COLLEGE

School Search Engines

[Petersons College Search](#)

[Best Value Schools](#)

[Big Future](#)

[Find a college on Common App](#)

[Trade Schools, Colleges, & Universities](#)

[Community College Review](#) -review and search feature

[US Dept. Of Education Database of Accredited Post Secondary Institutions & Programs](#)

On Post Colleges

(All options not available in all locations-visit your installation Education Center or a local on-post college office for more information and local options)

[University of Maryland University College](#)

[Central Texas College](#)

[Embry-Riddle Aeronautical University](#)

[University of Oklahoma \(OU\)](#)

Online Colleges

[Accredited Schools Online](#) -guide to online education with school search feature

International Schools in Europe

[German Universities and Colleges.](#)

[International \(English Speaking\) Universities in Italy](#)

[Study in the Netherlands](#)

[Study in Belgium](#)

[FAFSA Eligible Universities & Colleges in Europe](#)

[Least Expensive International Universities in Europe](#)

[European Countries with the Most English-Taught Bachelor's Degrees](#)



Post-Secondary Preparation and Special Needs

The Individuals with Disabilities Education Act (IDEA) can apply in post-secondary education testing, admissions, and learning. You will need to ensure you have up-to-date documentation. Reaching out to potential schools and working with your high school counselor is vital. Knowing the options and planning ahead is crucial no matter the type or level of support a student may need.

Resources

Students with Disabilities Preparing for Postsecondary Education

Wrightslaw - College: Continuing and Higher Education

Rights and Responsibilities of College Students with LD (Learning Disabilities Association of America)

Educational Testing Service-accommodations

ACT Accommodations

AHEAD (Association on Higher Education and Disability) This is a professional association committed to full participation of persons with disabilities in post-secondary education

Applying for Accommodations on College Entrance Tests

Preparing Students with Disabilities for Trade School

DOD Guide for Adults with Special Needs

Military One Source—Adults with Special Needs—The Essentials

DOD Adult Child Benefits

Disabled Military Child Protection Act

Success Tips:

1. Have an up-to date IEP or 504 Plan .
2. Start communication early to ensure accommodations are honored.
3. Stay in contact with counselors at HS and post secondary school.
4. Meet with team of teachers at the high school to identify recommendations for success.
5. Student input is critical to success.
6. Seek help from advocacy groups if you encounter any barriers.



TESTING for COLLEGE



The primary purpose of testing is to measure a high school student's readiness for college, and provide colleges with one common data point that can be used to compare all applicants. Some tests help students focus on preparing for college, and others provide access to scholarships and early college credit.

American College Testing or ACT -The ACT is an entrance exam used by most colleges and universities to make admissions decisions. It is a multiple-choice, pencil-and-paper test administered by ACT, Inc. There are four **ACT sections**: English, Reading, Math, and Science. The ACT also includes an optional 40-minute Writing Test.

Scholastic Aptitude Test or SAT -The SAT is a multiple-choice, pencil-and-paper test created and administered by the **College Board**. There are two **SAT sections**: 1. Math 2. Evidence-Based Reading and Writing. The optional essay section was dropped in January 2021. The **College Board** is working on making the test more digital friendly in light of the recent COVID19 restrictions. Check with the **College Board** for latest updates.

SAT Subject Matter Tests are no longer offered in the US and will only be available internationally until June 2021..

Preliminary SAT/National Merit Scholarship qualifying Test or PSAT/

NMSQT is used to determine eligibility and qualification for entry in the National Merit Scholarship Program (MNSQT). This test is offered to DoDEA grades 10 & 11 in October.

PSAT10 is essentially the same as the PSAT/NMSQT but only offered to 10th graders.

While this test may connect students to scholarships it doesn't connect them to the National Merit Scholarship. Scores assist students in selecting AP level classes.

PSAT 8/9 is similar to the PSAT10, but is shorter with a lower score range. The test will help students and their teachers figure out what the students need to work on most so that they're ready for college when they graduate from high school. Colleges do not review PSAT8/9 scores. It tests the same skills and knowledge as the SAT, PSAT/NMSQT, and PSAT 10 in a way that makes sense for the students' grade level. Offered to all 8th and 9th graders in DoDEA . **Sample PDSAT 8/9 test results report** students receive.

Advanced Placement or AP Tests are college-level exams on specific subjects and are administered in May upon the completion of an AP course taken at a student's high school. At many colleges and universities, a high enough score will earn the student college credit. There are AP tests that cover a range of subjects from Biology to European History to Music Theory. There are currently over 38 AP test options, though few high schools offer classes in every subject. AP tests are scored on a scale of 1–5. While every college is different, most schools won't accept AP scores for credit unless you score at least a 4.

Online Resources - COLLEGE TESTING



College Board

ACT

SAT Prep

2020 AP Exam Dates

About AP Exams

Why Take AP Classes?

Free AP Prep Resources

National Merit Scholarship program

About the SAT

SAT Test Dates

SAT Practice Questions

Pop Quiz: SAT

Full-length practice SAT

SAT vs. ACT

Tips and tricks from SAT experts

Test Fee Waiver

About the ACT

ACT Test Dates

ACT Practice Questions

Pop Quiz: ACT

Full-length ACT Practice Test

ACT vs. SAT

Tips and tricks from ACT experts

Future of College Testing

Some schools have shifted their admissions requirements to SAT and ACT

OPTIONAL policies in direct response to COVID19 inspired canceled administrations. Some schools have taken this as an opportunity to implement long-term changes to their testing requirements. While some schools are removing testing requirements, some are shifting to different tests. A recent addition to the college testing world is the [Classic Learning Test \(CLT\)](#) which is currently required at 25 colleges. As you progress toward college applications, be cognizant of any admission requirement changes at schools you are considering.

GET COLLEGE CREDIT EARLY



DANTES (Defense Activity for Non-Traditional Educational Support) is part of the DOD Voluntary Education Program . DANTES makes testing for college credit accessible to military connected students at a low cost. (Testing can also be purchased by anyone.)

Testing PRIOR to college can give you a head start on credits at a far lower price.

Two different programs offers these tests. **CLEP (College Level Examination Program)** & **DSST (Dantes Subject Standardized Tests.)** (See: [Difference between CLEP and DSST](#))

Be sure to check out your school's policy regarding acceptance of credit by testing prior to testing. Some schools do not accept these credits. Testing is often available at Education Centers on military bases. See program links for testing locations.

Get college credit for what you already know, and save tuition costs!

REQUIREMENTS FOR YOUR CHOSEN COLLEGE

It is important to remember that your high school graduation requirements might not match or meet the acceptance requirements at your chosen college. Consider where you wish to complete your post high school education and what their requirements for acceptance are as you make your course selections in high school. Be ready with a transcript that will gain you admittance!



What is Common App



Common App is a non-profit college access organization that helps students apply to college every year. Common App's free college application tool is designed to make applying to college faster and easier. With Common App you only need to use one system to apply to multiple colleges and universities. There are two main parts you fill out: a set of common questions and each college's own specific questions. The best part is you only have to fill out the common questions one time!

Common App at a glance

- Almost 900 colleges and universities use Common App
- 204 public colleges and universities
- 62 international universities in 18 countries
- 12 HBCUs
- More than 325 without app fee
- Nearly 250 test optional/flexible

Common App is a place for you to learn about the college admissions process, understand how to plan and apply to college, and discover all that different colleges have to offer. It's a hub of information that can guide you through each step of the application journey. It's a resource that connects you with financial aid and scholarship opportunities.

Whatever questions you might have, we're here to help

Application guides to give you step-by-step instructions on completing your application.

A college roadmap designed to guide you toward your next destination — no matter where you start.

An application dictionary to help you understand the terminology related to college applications.

A library of FAQs and video tutorials to answer any question you may have, and a support team that's available 24/7/365.

What's Next

Visit commonapp.org to create your Common App account and start exploring colleges.

COLLEGE APPLICATION PROCESS

Common Application -connect to nearly 900 colleges or universities and apply for multiple schools with ONE application!

<https://www.commonapp.org/explore/>

Find a college on Common App

Essays are one of the best ways to show your skills! It is best if you finish your essays during the summer prior to senior year. The time to write “college essay for (insert college or scholarship name here)” is **not** the night before the deadline. The Common Application posts their essay prompts during the summer, giving students ample time to complete their essays.

Some colleges do not require you to submit an essay for admission, while others are “essay option”.

If you are very interested in a specific college which states the essay is an option, ALWAYS view it as a requirement so they will view you as a serious candidate.

Some colleges not only require an essay but, in addition, written statements or paragraphs on a variety of questions. Treat these as mini-essays and put the same effort and care into answering those as you do in writing your longer essay.

Tips for your essay:

- ◆ Make sure to thoroughly answer the question or prompt!
- ◆ Think about who you are and what message you want to convey.
- ◆ Grab the reader’s attention.
- ◆ Utilize this opportunity to spotlight your talents.
- ◆ Tell the college why they should admit you.
- ◆ Read your essay OUT LOUD to yourself and others.
- ◆ Write, rewrite, revise, and proofread multiple times.
- ◆ Check for grammatical or spelling errors.
- ◆ Get second or third opinions from teachers, counselors, or other editors.
- ◆ Adhere to the word count.
- ◆ Be yourself, be unique, be meticulous, and be honest!



[Dictionary of college application terms](#)

[Common App College requirements worksheet](#)

[Common App high school details information sheet](#)

Find a Trade or Vocational School

[Is Trade School Right for You?](#)

[Vocational School Searches](#)

[Trade Schools, Colleges, & Universities](#)

[Vocational Schools](#)

[What is a Trade School?](#)

[The Importance of Skilled Trades](#)



COLLEGE FAIRS Each year typically in the fall, CYS School Support Services and DoDEA high school team up to offer College Fairs for dependents stationed in Europe. Often these are Hybrid Fairs with both alumni representatives attending to provide materials and answer questions as well as Computer stations linking students to various virtual tours or college representatives. Military recruiters also participate and are available to answer questions. Some smaller locations transport students via bus to these fairs. Talk to your School Liaison Officer for more information. Fair locations are most often in Kaiserslautern Military Community & Stuttgart.



Click above to connect to
Virtual College Fairs everywhere



[15 Questions to ask
at College Fairs](#)

Moving during high school? Stay ON TRACK to graduate!

As mobile military students move through various sets of curriculums, graduation requirements, and school systems they can suffer academically and socially. This is finally a front burner issue with many school districts in the states. All 50 states and several territories have signed an interstate compact that provides support to transitioning military families.

The Interstate Compact on Educational Opportunity for Military Children provides state commitment to support transitioning military children in the areas of Enrollment, Eligibility, and Graduation.

The Department of Defense Education Activity is not a state and therefore cannot become a signatory, however it has pledged to meet the expectations laid out in the compact and has signed an MOA with the DOD.

Don't let a PCS move during high school derail your graduation plans! The Interstate Compact allows your sending and receiving schools to work together to keep you from being penalized for your PCS move. For example if a student moves senior year to a school whose graduation requirements are different, instead of setting that student back, he can attend the new school and graduate with a diploma from his previous school.

The Military Interstate Children's Compact Commission ([MIC3](#)) has established a website to keep military families abreast of updates and how they can rely on the compact provisions to support their transitioning students.

For more information:

[MIC3 website](#)
[Interstate Compact Guidebook](#)
[DoDEA on Interstate Compact](#)



GI Bill for Dependents

Service members who haven't used all of Post-9/11 GI Bill benefits, may be able to transfer up to 36 months of benefits to a spouse or dependent child.

[Dependents Education Assistance](#)

[Transferability of Educational Benefits](#)

[GI Bill FAQs](#)

[Post 911 GI Bill Overview](#)

[Five MUST KNOW GI Bill Facts](#)

[Video on Post 911 GI Bill](#)

[GI Bill Website](#)

[State-by-State Veteran Education Benefits](#)



Education Benefits for Dependents of Wounded or Fallen Heroes

Students with a parent who was wounded or has fallen in service to our nation may be eligible for specific educational benefits as a token of thanks from a grateful nation.

[Survivors & Dependents Assistance Program](#)

[American Legion Legacy Scholarship](#)

[Children of Fallen Patriots Foundation](#)

[Children of Fallen Soldiers Relief Fund](#)

[TAPS Education Support Services](#)

[Scholarships for Children and Spouses of Deceased or Disabled Veterans and Service Members](#)

[BVA Kathern F. Gruber Scholarships](#)

[Heroes Legacy](#)

[Freedom Alliance Scholarship](#)

[Fry Scholarship](#)

[No Greater Sacrifice](#)

[Operation One Voice](#)

[Special Operations Warrior Foundation](#)

[Iowa War Orphans Educational Aid](#)

In-State Tuition Requirements

As of 1 July 2009, members of the Armed Forces on active duty for a period of more than 30 days and their families are eligible to receive in-state tuition at public colleges and universities in the state where they reside or are permanently stationed. When a service member or their family members are enrolled, they'll continue to receive the in-state tuition rate as long as they remain continuously enrolled at the institution, even if the service member is reassigned outside the state. This change is included in section 135 of the Higher Education Opportunity Act (H. R. 4137) (HEOA). In cases where the military member requires additional assistance, contact the on-campus DVA Representative, or the Department of Education's office (toll-free at 877 557-2575).

[Higher Education Opportunity Act 2008](#)
[State by State IN-State Tuition Requirements](#)



Saving for College

A [529 plan](#) is an education savings plan operated by a state or educational institution designed to help families set aside funds for future college costs. There are some tax benefits.

[Pre-Paid 529](#) A prepaid plan is a program that allows you to pay money now to be used for future college expenses. Prepaid plans come in several forms, and in comparing plans you will find many differences. For example, some prepaid plans cover tuition and fees only, while others cover all qualified higher education expenses. The essential **benefit is that you lock in those costs**: Once you've paid the plan's price, it becomes the obligation of the plan to deliver the promised benefits down the road. Each state has its own 529 plan with state specific rules and requirements.

[529 Plans BY STATE](#)

[Upromise](#)

[Tax Benefits for Education](#)

SERVICE TO NATION

ROTC

[ROTC Information](#)

[Army ROTC & Army Junior ROTC](#)

[Naval ROTC & Navy Junior ROTC](#)

[Air Force ROTC & Air Force Junior ROTC](#)

[Marine Corps Junior ROTC](#)

Schools With ROTC

[Schools with Army ROTC Programs](#)

[Schools with Army ROTC Programs by state](#)

[Schools with Navy/Marine ROTC programs](#)

[Schools with NROTC Programs](#)

[Schools with AFROTC Programs](#)



Military Academies and Federal Service

[US Military Academy at West Point](#)

[United States Naval Academy](#)

[US Air Force Academy](#)

[Coast Guard Academy](#)

[US Merchant Marine Academy](#)

[Peace Corps](#)

[US Government Jobs](#)

Military Recruiters

[Army](#)

[Navy](#)

[Marines](#)

[Air Force](#)

[Army National Guard](#)

[Air National Guard](#)

[Recruiter Access to students- DoDEA Memorandum](#)

The Armed Services Vocational Aptitude Battery (ASVAB)

is a multiple-aptitude test battery that measures developed abilities and helps predict future academic and occupational success in the military. Your choice of job within the military can be tied to your ASVAB score.

Prep Resources:

[2020 ASVAB Prep](#)

[Union- 2020 ASVAB Prep](#)

[ASVAB Tutor](#)

[Free ASVAB Practice Tests](#)

Find a Career that is Right for You

[Career Key](#)

[Career Test 1](#)

[Career Test 2](#)

[Career Test 3](#)

[Career Builder](#)

[Career Personality Test](#)

[Personality based Career Selection Quiz](#)

[Bureau of Labor & Statistics Occupational Outlook Handbook](#)



Get that job!

[Step-by-Step Guide to the Job Application Process](#)

[Dos & Don'ts of Applying for a Job](#)

[Resume Templates and Tips](#)

[Resume Builder](#)

[Ultimate Job Search Guide](#)

[Interview Tips](#)

[Finding a Job](#)

[US Government Jobs](#)

[Monster](#)

[CareerBuilder](#)

[Dice](#)

[LinkedIn.](#)



FINDING MONEY FOR SCHOOL



Grant/Loan/Scholarship Search Engines

[Federal Student Aid \(FAFSA\)](#)

[Search for Military Dependent Scholarships](#)

[Scholarship America](#)

[School Soup](#)

[Fast Web](#)

[CSS / Financial Aid Profile](#)

[FINAID](#)

[College Connections](#)

[Military Officers' Association of America – Scholarship Search Engine](#)

[Federal Government Educational Grants and Scholarships](#)

[Gateway to Scholarship Searches](#)

[Guaranteed Scholarships](#)

[City of College Dreams](#)

[College Net's Scholarship Database](#)

[Scholarships.com](#)

[Scholarship Opportunities for Veterans and Their Families.](#)

[College Monk](#)



FIND THE MONEY

Dependents of any branch

[XYZ Scholarship Program](#)

[Arkansas Military Dependents Scholarship Program](#)

[Delta Dental Grants](#)

[Colonel Aaron Burgstein Memorial Scholarship](#)

[AMVETS National Scholarship Program](#)

[Children of Warriors National Presidents' Scholarship](#)

[Fisher House Foundation](#)

[Military Commanders' Scholarship Fund](#)

[American Legion Scholarship](#)

[AMVETS](#)

[NCOA](#)

Army

[SMA Leon Van Autreve Scholarship](#)

[Army Aviation Association of America Scholarship](#)

[MG James Ursano Scholarship Program](#)

[82nd Airborne Division Education Fund](#)

[101st Airborne Division Association Scholarship](#)

[4th Infantry DIV Association](#)

[37th Div Vets Assoc.](#)

[Association of the US Army](#)

[Women's Army Corps Veteran's Association](#)

FIND THE MONEY



Air Force & Space Force

[General Henry H. Arnold Education Grant Program](#)

[Lt. Col Romeo and Josephine Bass Ferretti Scholarship](#)

[John C. and Blanche Lee Lindsay Memorial Scholarship](#)

[Air Force Sergeants Association](#)

[Trident University Full Scholarship](#)

[Pentagon Federal Credit Union Pilot Training Scholarship](#)

[Destin Flight Works Pilot Training Scholarship](#)

[The George and Vicki Muellner Foundation Scholarship](#)

[John C. and Blanche Lee Lindsay Memorial Scholarship](#)

[Dr. Sydell Perlmutter Gold Memorial Scholarship](#)

Navy

[Chief Petty Officer Scholarship Fund](#)

[Wings Over America Scholarship Foundation](#)

[Wings Over America](#)

[Navy-Marine Corps Relief Society](#)

[Navy League of the United States Scholarship Program](#)

[Navy Supply Corps Scholarship](#)

[Seabee Memorial Scholarship Foundation](#)

[Dolphin Scholarship Foundation](#)

[Tailhook Educational Foundation Scholarship Awards](#)

FIND THE MONEY



Marine Corps

[Marine Corps Scholarship Foundation](#)

[Navy-Marine Corps Relief Society](#)

[John Cornelius/Max English Memorial Scholarship](#)

[Marines' Memorial Association Scholarship Program](#)

Coast Guard

[Coast Guard Exchange System Scholarship Program](#)

[Keller Scholarship](#)

[Colona Scholarship](#)

Where to find more scholarships

Search in your community and online for scholarships by fraternities or sororities, local spouse groups, businesses, houses of worship, clubs, etc., and don't forget to see what is available from your school!

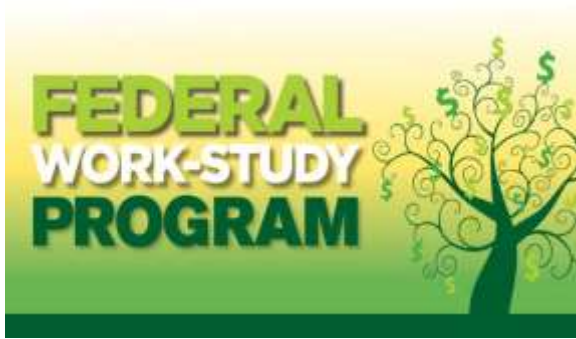
Federal Student Aid



The U.S. Department of Education's office of Federal Student Aid provides more than \$120 billion in financial aid to help pay for college or career school each year.

It takes a bit of time to set up a log in account, but well worth your time. Even if you don't think you will need this, set up an account anyhow to be safe.

[Free Application for Federal Student Aid](#)



[Federal Work-Study](#) provides part-time jobs for undergraduate and graduate students with financial need, allowing them to earn money to help pay education expenses.

The program encourages community service work and work related to the student's course of study.

Check with your school's [financial aid office](#) to find out if your school participates.

[National Merit Scholarship](#)

[National Achievement Scholarship](#)



Awarded by the

[National Merit Scholarship Corporation](#)



In addition to the nearly \$ 3.5 BILLION in athletic scholarships schools award athletes, the [National Collegiate Athletic Association](#) gives \$10 MILLION in scholarships and grants each year to student athletics.

Check out the link to find out more and plan ahead if hope to snag some of this money for school!

COLLEGE INTERNSHIPS

- [Internship Do's and Don'ts](#)
- [8 Ways to find an Internship](#)
- [International Internships](#)
- [How to get an Internship](#)
- [Search for an Internship](#)
- [Importance of Internships](#)



College graduates who hold an internship for a job related to their future career are twice as likely to find a stable job immediately after college. (Source Gallup)



Now What?

"We're sorry, but we won't be able to offer you a place in our first-year class. We had many qualified applicants this year...."

This is not how you wanted your college letter to read, but there it is. After all of the work you put into your application and the months of anticipation, it's understandable if you're upset about the outcome. However, it's important to keep rejection letters in perspective and to understand that you have options.

Rejection Is Not Always About You Some students read rejection from a college as an indication that they don't have what it takes to succeed. However, admissions decisions are not a judgment from society. Colleges have many reasons for rejecting students, and there is always an aspect of randomness in the process. Student merit is not the only factor in a school's decision. Schools also must address their own needs for a diverse population or for strength on sports teams or in specific degree programs. Neither you or your parents should treat rejection as a personal failure.

What to Do if You Aren't Accepted Anywhere What if you haven't gotten into any of the schools to which you applied? This can occur when students apply only to very selective schools or too few schools, or if senior grades falter. This requires some reevaluation of your situation, but it's certainly not the end of the world. You still have some options. Here are some steps you can take:

1. Talk to your counselor. He/She has been through this before with other students and knows what to do
2. Apply to schools whose deadlines haven't yet passed. Many colleges have late admissions policies or rolling admissions. Find schools that are still accepting applications.
3. Apply to the same schools again. Some schools will reconsider your application if you take the SAT® again and improve your scores or if your grades shot up dramatically at the end of your senior year.
4. Contact the admissions office. Ask for an explanation. Was it your high school transcript? Your essay?

Consider transferring to the college later. If you spend a year at another school, you can prove to college admissions officers that you're motivated and ready for college level work. Consider community colleges, too.

Appealing Admissions Decisions You can try to appeal your rejection, but most students don't win. Contact the admissions office for details on its appeal process. Some colleges will allow you to provide new academic information that could improve your chances of getting in, such as updated grades. You may also be able to request a spot on its waiting list.

The Upside There's an upside? Yes. Sometimes it actually helps to have a decision made for you. Maybe you had several colleges on your wish list, and wouldn't have had an easy time choosing just one. Plus, if you hadn't been turned down by at least one college, maybe you would always wonder if you should have set your sights higher.

Rejection is not the end; just a step on the path in your journey.



Heard of the Student Travel Benefit?

Going away to school is exciting for most students. However, the travel to and from school can be especially expensive for students whose families are stationed overseas. The cost of flights to and from school can be onerous on a tight budget.

There is a benefit that helps our families with this added cost. The Student Travel Benefit can support not only travel to and from school, but also transportation and storage of baggage. Government funded student travel is available as outlined in the [Joint Travel Regulations \(JTR\)](#).

Active Duty references: [JTR](#) CH5-Part B Categories of PDT, 050816 Dependent Student Travel, [AER 55-46 Command Sponsorship and Travel Overseas](#)

Civilian Employee references: [JTR](#) CH5-Part F, Categories of PCS ALWS, 053806 Dependent Student Travel, [DODI 1400.25, Vol. 1250.4.b Education Allowance](#), [DSSR §280](#)

ELIGIBILITY REQUIREMENTS:

- ◆ Unmarried dependent child under 23 yrs. of age
- ◆ Sponsor must be serving on command sponsored tour.
- ◆ Enrolled in accredited US school recognized by the SECDEF and offering courses leading to a degree.
- ◆ Student enrolled fulltime (12 semester hours or equivalent)
- ◆ Students attending service academies are ineligible.
- ◆ Civilian sponsors must have a travel agreement.

BENEFITS:

- ◆ One round trip flight or two one way flights per fiscal year between sponsor's OCONUS duty station and stateside school.
- ◆ Transportation/shipping within 60 days of travel date of up to 350 lbs. of unaccompanied baggage
- ◆ Storage of baggage in the vicinity of the school (Not to exceed 350lbs.)



ACTIVE DUTY PROCESS:

1. Fill out [AE Form 55-46D](#)
2. Submit [AEF 55-46D](#) along with verification of enrollment to unit S1 for verification of eligibility.
3. Request a letter from the school showing full time enrollment or freshmen acceptance letter.
4. Submit request in [Defense Travel Service \(DTS\)](#) to unit Resource Manager/G8 for funding. Flight selection and UB shipment will be processed with request. Upload verified [AEF 55-46D](#) and school verification as supporting documents.

DOD CIVILIAN PROCESS:

1. Request a letter from the school showing full time enrollment or freshmen acceptance letter.
2. Send the following to your CPAC office to request Student Travel Orders NLT 90 days prior to travel. College letter, [Request for Orders \(RFO\)](#) with Sections A, B, C, L, M, and N complete
3. Use these orders to secure flight tickets & initiate unaccompanied baggage movement through [Defense Travel Service \(DTS\)](#). Upload school verification and Student Travel Orders as supporting documents.

Benefit restrictions for civilians differ slightly from those of active duty. CPAC Office is your POC.



For more info:
IMCOM EUROPE
Family Travel Office

DSN: 314-544-1520/1500

COMMERCIAL:
0611-143-544-1520/1500

EMAIL:
[usarmy.sembach.id-
europe.mbx.g1-family-
travel@mail.mil](mailto:usarmy.sembach.id-europe.mbx.g1-family-travel@mail.mil)





School Support Services

A Driving Force for Student Success

US ARMY EUROPE SCHOOL LIAISON OFFICERS



GERMANY - DEUTSCHLAND

USAG ANSBACH [EMAIL](#) [WEB](#)

USAG BAVARIA

-GARMISCH [EMAIL](#) [WEB](#)

-GRAFENWOEHR [EMAIL](#) [WEB](#)

-HOHENFELS [EMAIL](#) [WEB](#)

USAG RHEINLAND PFALZ

-BAUMHOLDER [EMAIL](#) [WEB](#)

-KAISERSLAUTERN [EMAIL](#) [WEB](#)

USAG STUTTGART [EMAIL](#) [WEB](#)

USAG WIESBADEN [EMAIL](#) [WEB](#)



ITALY - ITALIA

USAG ITALY

-VICENZA [EMAIL](#) [WEB](#)

-CAMP DARBY - Livorno
[EMAIL](#) [WEB](#)



BELGIUM - BELGIE

USAG BENELUX

-BRUSSELS [EMAIL](#) [WEB](#)

-SHAPE [EMAIL](#) [WEB](#)



THE NETHERLANDS - NEDERLAND

USAG BENELUX

-BRUNSSUM [EMAIL](#) [WEB](#)

For remote locations or if you can't reach your SLO, contact the Europe School Liaison Officer.

[Email](#)

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