

Student Non-Withdrawal Procedures for Out-Processing

DATA REQUIRED BY THE PRIVACY ACT OF 1974

Authority: 10 U.S.C. 3013, 26 U.S.C. 6041, DoD Directive 1015.2, DoD Instruction 1015.0, and E.O. 9397 (SSN).

PRINCIPLE USE: Information is needed to withdraw child from public school and out-process soldier from the installation.

ROUTINE USE: Information can be released per Routine Uses listed under applicable Privacy Act System Notice.

DISCLOSURE: Voluntary; however, failure to provide requested information may result in the soldier not being out-processed from the installation.

Please Print (Use one form for each student)

Students Name

Grade

School

The parent has visited our school and discussed his/her permanent change of station (PCS) move.

The parent does not intend to withdraw child at this time, so we can not give copies of records or sign the withdrawal form until the child has been officially withdrawn.

Return this form to the Rock Island Arsenal Children & Youth Services office in lieu of a signed withdrawal form.

Signature of School Personnel

Date

**This form must be returned to Rock Island Arsenal Children & Youth Services (782-2828)
in order to complete soldier's clearance form**