



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON TN 38055-0000

IN REPLY REFER TO

12000
PERS-653C
14 Aug 02

From: Commander, Navy Personnel Command

Subj: WAIVER OF TUITION FOR LOCALLY HIRED MWR EMPLOYEES
SEEKING ENROLLMENT FOR DEPENDENT YOUTH IN THE
DEPARTMENT OF DEFENSE DEPENDENT SCHOOLS (DoDDS)

Ref: (a) Assistant Secretary of Defense (FMP) memo dated
August 2, 2001

Encl: (1) Sample letter format for pre-certification of
Eligibility for enrollment in DoDDS

1. Reference (a) authorized enrollment in the Department of Defense Schools (DoDDS) on a space available, tuition free, basis for school age dependents of local-hire, non-appropriated fund (NAF), full time employees in overseas areas.
2. Space for eligible school age dependents will be assigned based on the date the sponsor was hired in the current overseas location. Dependents of Appropriated Fund (APF) and NAF full time local hire employees will have equal enrollment priority.
3. Eligible NAF employees must provide a copy of enclosure (1) when requesting enrollment for their dependents.
4. This change is effective beginning school year 2002 - 2003.

PERS-653
By direction

Distribution:
OCONUS MWR Directors
ECHELON II COMMANDS

Local MWR Letterhead

office symbol

(date)

MEMORANDUM FOR: Department of Defense Dependent Schools (DODDS)

SUBJECT: ENROLLMENT IN DODDS AT (SPECIFY LOCATION)

1. MWR NAF Employee Name/SSN:
2. Status: Sponsor employed under U.S. conditions.
3. Recruited: [state whether 'locally' or 'from the United States'] (From the United States includes employees who meet the definition of DSSR 031.1)
4. Date of Appointment to Full Time MWR NAF Position: [date]
5. Term of Appointment: Permanent
6. Work Schedule: Full Time, 40 hours a week
7. Employing Activity: [MWR physical location, not necessary to go to specific organization location within MWR]
8. Questions regarding this information may be directed to [MWR POC name and phone number].

MWR DIRECTOR