

19 Jun 2015

From: Sponsor's Name
To: Human Resources Office (Code 22), U.S. Naval Support Activity, Naples, Italy

Subj: REQUEST FOR STUDENT DEPENDENT TRAVEL

Ref: (a) JTR Volume 2, Chapter 7
(b) DSSR Chapter 280
(c) NAVMILPERSCOMINST 4640.2 (PTM)

1. Request transportation be provided for my dependent child under the provisions of references (A), (B), and (C). The purpose of the travel must be to attend college/university in CONUS as an undergraduate student or to attend a secondary/high school if a DOD school is not available at the overseas duty station. I am aware that one round trip may be authorized annually (within 365 days). The anniversary date is established upon the commencement of the first leg of the first educational travel from the overseas post.

2. **Sponsor information:**

Name:
SSN:
Grade:
Command
Email:
Work Phone:

3. **Student Information:**

Name:
SSN:
DOB: MM/DD/YY
Passport No.:
Exp. Date of
Passport
Address: If student is coming from the U.S., please provide the U.S. address
Telephone n. If student is coming from the U.S., please provide the U.S. telephone no.

4. **School Information:**

Name of School:
Address:

5. **Travel Information:**

1st or 2nd leg of travel Please specify if it is the 1st or 2nd leg of the student's round trip
Desired Departure date: On or about date
School commencement date:
Point of Departure:
Destination:

6. **IMPORTANT:** A verification of enrollment (12 or more semester hours) is required.

Sponsor's Signature

Date