



Domestic Dependent Elementary and Secondary Schools
Guam District
Office of the Superintendent
U. S. Naval Hospital Bldg 100
PSC 490 Box 7655
FPO AP 96538-1600



February 24, 2010

DEAR PARENTS/GUARDIANS:

The annual registration/re-registration of our students will take place very shortly. In order to ensure eligibility, all new and returning students must register/re-register for the 2010-2011 school year. This annual re-registration will take place the week of April 19 - 23 from 7:30 – 15:30 at the following locations:

- Andersen Elementary School for all Andersen School students
- CMDR William C. McCool School for all McCool students
- Parents of high school students will be able to register their child(ren) at Andersen Elementary School on the 19th & 20th, at McCool School on the 21st and 22nd, and at Guam High on the 23rd

In order to protect your child's health, all students must bring a current immunization/shot record. If your tour in Guam has been extended or you now have an indefinite transfer date, please bring a copy of your military extension orders or certification letter for sponsors/active-duty members of DoD/National Guard and non-DoD Agencies (if applicable).

The required documents for *new students* are:

- [DoDEA Student Registration Form](#)
- Sponsor's PCS orders (and page 2 for Navy) or Transportation Agreement and Verification of Employment for locally hired civilians
- Certification Letter for sponsors/active-duty members from DoD/National Guard and non-DoD Agencies (if applicable)
- Dependent verification (if dependent's name is not listed on orders). One of the following must be submitted:
 - Dependent entry approval
 - Dependent area clearance
 - Command letter
- Copy of passport or birth certificate for PK, KN, and First Grade
- Mailing and quarters address
- Local emergency contact person
- Report cards and other academic records
- Immunization/Vaccination record

New students enrolling for Pre-Kindergarten/Kindergarten and First grades must be 4, 5 or 6 years old respectively on or before September 1, 2010. We cannot waive this requirement. This registration/re-registration is critical for our district. Our staffing and budget for the following school year are based upon enrollment. I strongly encourage you to take the time and enroll your child(ren) during the designated times. If you have any questions, please call your child(ren)'s school. Thank you for your understanding.


GAYLE VAUGHN-WILES, Ph. D
DODEA/DDESS Guam Superintendent