



Request to Identify Students with a Parent or Guardian on Active Duty in the Armed Forces

Dear Parent or Guardian,

Federal law requires the NYC Department of Education (NYCDOE) to report **each year** on students we serve who have a parent(s) on active duty in the armed forces. The NYCDOE needs your help to meet this requirement because families are the best source for this information. The government uses this information to help understand the best ways to support these students.

The Armed Forces are the Army, Navy, Air Force, Marine Corps, the Coast Guard, or full-time National Guard. Active duty means full-time duty in the active military service of the United States. Such term includes full-time training duty, annual training duty, and attendance, while in the active military service, at a school designated as a service school by law or by the Secretary of the military department concerned.

If the statement below is accurate, sign and date the document, and return this form to your child's school by **May 24, 2019**.¹ **If you completed this form last year and the statement still applies, please complete the form and return it to the school; the NYCDOE is required to collect information each year.** If the statement does not apply to your child, please disregard this notice.

I or another parent or guardian of my child have/has been on active duty in the Armed Forces between July 1, 2018 and June 30, 2019.

Student Name

Student Date of Birth

Student ID (from top of report card or NYC Schools Account)

Signature of Parent or Guardian

Date

¹ If the parent or guardian of the student begins or returns to active duty status after **May 24**, please return the form to your child's school as soon as possible.