

## Information for Completing the Student Registration Form

The information below may be helpful in completing the student registration form. Because the form is for both DoDDS schools and their Stateside counterparts, some fields on the form are not used in DoDDS schools. Shaded fields are for school use only.

Field	Comment
1a. Student Number	Skip. To be completed by school.
b. Student Legal Name	Students must be registered under their legal name.
c. Preferred Name	The first name the student prefers to go by is entered here.
f. Student SSN	Student's Social Security Number.
h. Birth Day	Enter birthday by month date and year (12/01/95).
i. Field Trip Permission Y N	Skip. This field is not used in DoDDS schools.
j. Sponsor Relationship	See the Student Registration Supplement Sheet, back page of this form.
k. Employer Type Code	Skip. To be completed by school.
m. Home Language Survey	Skip. See DoDEA Form 600A.
n. Computer/Internet Permission	Skip. To be completed by school.
o. Entry/Status Code	See the Student Registration Supplement Sheet, back page of this form.
p. Student Email Address	If the student has a personal e-mail address at home, enter it here.
q. Previous DoDEA Student? Y N	Skip. This field is not used in DoDDS schools.
r. Local Use	Skip. This field is not used in DoDDS schools.
6. Pay/Civ Grade	Enter the sponsor's military or civil service pay grade. Those not employed by the U.S. government should enter Other.
7. Title/Rank	See student registration supplement sheet title codes. Add description. Back page of this form.
8. Organization	The sponsor's military unit or civilian employer.
11. Rotation/ETS Date	Enter the sponsor's DEROS.
19. E-mail Address	Your personal or job address.
20-22. Reserved/Local Use	Skip. These fields are not used in DoDDS schools.
36-39. Reserved/Local Use	Skip. These fields are not used in DoDDS schools.
40. First Day Student Starts School.	Skip. To be completed by school.
41. DoDAAC	Skip. To be completed by school.
42-49. School Information	Skip. To be completed by school.