



DEPARTMENT OF DEFENSE EDUCATION ACTIVITY  
PACIFIC REGION  
UNIT 35007  
APO AP 96376-5007



January 11, 2022

MEMORANDUM FOR SUPERINTENDENTS AND PRINCIPALS, DODEA PACIFIC

SUBJECT: Guidance on Accelerated Withdrawal (AW) for **SY 2022-2023**

This memorandum provides guidance on the early withdrawal of students with full credit for the semester or year. In accordance with DoDEA Regulation 2095.01, "School Attendance," the Principal may authorize an accelerated withdrawal of a student who must withdraw from school 20 or less instructional days before the end of a semester. A student approved for an AW may not withdraw before the dates listed below and must be in attendance the entire school day before the withdrawal date.

SY 2022-2023 Accelerated Withdrawal Dates

- Semester 1: December 1, 2022
- Semester 2: May 10, 2023

*Note: Students must be in school all day on the last school day before the accelerated withdrawal date: November 30, and May 9, respectively.*

An AW must be approved in advance by the Principal. In addition, the sponsor must present verification of the date required for the student to depart from the school (e.g., Permanent Change of Station (PCS) orders). Please be advised that DoDEA's Office of General Counsel has determined that **an AW should only be granted to dependents of active-duty U.S. military sponsors** that provide PCS orders as part of their AW request. GS and/or NAF civilians and contractors are not eligible for an AW.

Please be mindful that an AW does not support family travel, visits, or other discretionary reasons. Instead, it recognizes that families are occasionally required to move before the end of the semester or school year due to military necessity, and children should not be penalized for unavoidable obligations. The 20-day limit provides reasonable flexibility without compromising academic standards or placing the student in an untenable position regarding mastery of curriculum content. Students who withdraw before the 20-day deadline receive "*grades to date*" rather than final grades. The gaining school is responsible for determining grade level placement and credits.

Please know you have my complete support should you be questioned or challenged in the enforcement of this policy. In addition, a school procedure for parents and staff should be published or highlighted in school handbooks - especially at the high school level. Questions or concerns may be addressed to Mr. Todd Schlitz, DoDEA Pacific Region Chief of Staff.

For:

LOIS J. RAPP  
Director  
DoDEA Pacific