



BEFORE YOU MOVE -

PCS Time – Positive Change in School

Parents, no one knows your needs or your family's needs more than you, so prepare in advance for your move, your (PCS), Positive Change in School.

Start with this simple Get Ready, Get Set, Go! Checklist

Get Ready – to Leave! <https://wiesbaden.armymwr.com/programs/school-liaison-officer-slo>

- Learn about School Acceleration and find out if your Child qualifies. 30-90 days in advance.
- Learn End of Year/Semester Completion and Exams Requirements
- Allow at least two weeks to complete withdrawal paperwork and request current official transcripts (official transcripts may not be available immediately at the end of the school year)
- Ask early for Teacher, Coach or Counselor Recommendations
- Request appointment with school's guidance counselor. (Especially important for HS students)

Get Ready – to Arrive! <https://wiesbaden.armymwr.com/programs/school-liaison-officer-slo>

- Reach out, gather information, and don't assume you know the answers. Get online and learn.
- Reach forward, use available resources; School Liaisons Officers exist around the world to assist with information and resources to point families in the right direction.
- Research to select a school BEFORE you select a home as enrollment is likely tied to your address. *Be aware that if attending school when in a hotel, you attend the school zoned for the hotel.
- Request a housing assignment letter, off post lease agreement or lodging receipt to determine school zone.
- Get a Youth Sponsor (6th – 12th grade) contact SLO at gaining installation.
- Check out the possibility of downloading new school's registration packet and forwarding to school registrar.
- Inquire about extra-curricular and sports tryout information.
- Avoid roadblocks! The Interstate Compact – <http://www.mic3.net/> - All 50 states and Washington, D.C. are signatories to this compact to make transitions easier for military children. Find out how it works and is implemented in your new state.

Get Set!

- Confirm Gaining School Immunization Requirements
- Return Books and School Equipment
- Take School Exit Surveys
- Gather JROTC or other activity records
- Close out your school lunch account.
- Assemble free or reduced lunch status documentation. Eligibility if you are moving to another duty station you should begin your PCS process about six (6) months from your report date.
- Sign up for before/after school care, youth sports, & other activities through Child and Youth Services. Contact Parent Central Services about transferring your registration to your new post.
- Leave postage to cover shipping if you are due items such as yearbooks

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Go!

- Hand Carry the items below:
- Birth Certificate / Passport / Immunization Record
- Health Records/ Sports Physical
- Legal documents (i.e. custody papers)
- Sponsor's Orders (OR Verification of Employment Letter, Contract, and Personnel Action)
- Proof of Command Sponsorship
- Copy of Transcripts/Cumulative Folder
- Current School schedule and course descriptions
- Report Card/Withdrawal Grades / Progress Reports
- Test Scores & Formal assessments
- Up to date Individualized Education Plan (IEP), 504 Plan, IFSP, and ESL records as applicable
- Contact information for two local "emergency contacts." You may need to identify someone in your new command to be emergency contacts until you make new local friends to identify.

More Internet Resources – Resources below will help to learn about and evaluate stateside schools.

Military One Source - <http://www.militaryonesource.mil/>

School Quest - <https://www.schoolquest.org/>

Great Schools - <https://www.greatschools.org/> (Be aware that unfiltered parent comments are posted on this site and may be inaccurate. However, this site does provide some good data)

Neighborhood Scout - <https://www.neighborhoodscout.com/>

School Digger - <https://www.schooldigger.com/>

National Assessment of Educational Progress - <https://nces.ed.gov/nationsreportcard/>

Special Considerations for Home School Students

Homeschooling is legal in all 50 U.S. States. However, each state has its own requirements and legal structure for home education. This means laws vary from state to state. Many websites exist to support home school families. The Homeschool Legal Defense Association website <http://www.hsllda.org/laws> will help home school families identify low regulation, moderate regulation, high regulation and no regulation states.

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