

**Office of the School Principal**

**DATE:** \_\_\_\_\_

**MEMORANDUM FOR:** Parents/Sponsor of \_\_\_\_\_

**SUBJECT:** Disenrollment

According to DoDEA instruction 6205.1, a student may be enrolled in a DoDEA School no longer than 10 days without a valid DoDEA Certificate of Immunization.

As indicated in the written notice sent to you the 10-day grace period expired on \_\_\_\_\_ . Today is the last day your family member may attend school until proof of the necessary immunizations is provided to the principal.

\_\_\_\_\_