

Information Paper

1. Subject: Dependent Student Travel Program
2. Purpose: To provide information on eligibility and processing requests for dependent student travel for Soldiers supported by the Military Personnel Division –USAG Humphreys.
3. References:
 - a. AR 55-46, Travel Overseas, DTD 15 October 2020.
 - b. Joint Travel Regulation (JTR), 050816. Dependent Student Travel
4. Facts: The Dependent Student Travel Program is one of the benefits afforded to active duty military personnel assigned overseas. The basic entitlement is for one fully funded round-trip per fiscal year (1 October to 30 September) for student Family members, unmarried, less than 23 years of age. The student must be attending, or will be attending a school in the United States to obtain a secondary grade (9-12) or undergraduate college education, or enrolled in a full-time course of study or program. A full-time is defined as 12 semester hours or the equivalent. Students who will be attending school must be within 90 days of their school start date and his or her sponsor must provide a letter of acceptance from the school. If attending a secondary school, a certificate of nonavailability from the Department of Defense Dependents School must be provided. An undergraduate school can be public or private, 2 or 4 year college or university; however, it must be an accredited institution that offers courses leading to undergraduate degrees. Students attending military academies are not eligible. Other eligibility, entitlements, and restrictions are contained in the above references.
5. Discussion: How to apply for dependent student travel. Submit the requests for dependent student travel to the Military Personnel Division, ATTN: S1. The request must arrive no later than 30 days prior to the required departure date and not earlier than 60 days of the start date.

The following documents must be submitted by the Soldier:

- a. Request for Student Funded Travel Form.
- b. PCS Order to Korea w/dependents' names in the order, or an amendment indicating dependents.
- c. Command Sponsorship orders with amendments and transfer memo, if applicable.

d. Written verification that the Family member is a full-time secondary student, or full-time student pursuing an undergraduate degree at an approved and accredited college or university.

e. Letter of acceptance (for student who will be attending school). They must be within 90 days of their school start date.

6. Unaccompanied baggage: Unaccompanied baggage of up to 350 pounds may be transported for each authorized trip between the school and the Service member's PDS. The Service member is financially responsible for any overweight unaccompanied baggage during educational travel.

7. Baggage Storage: During a student's annual trip between the school and the Service member's PDS, or during a different period in the same fiscal year selected by the Service member, a Service member may store the student's unaccompanied baggage, limited to 350 pounds, in the school vicinity in lieu of transporting the unaccompanied baggage. The Service concerned may pay, or a Service member may be reimbursed for, the storage cost, limited to the cost of round-trip transportation for unaccompanied baggage.

8. Travel Request: Permanent Change of Station (PCS) orders assigning the sponsor to Korea and authoring concurrent/deferred travel of the student to Korea or a dependent travel order authorizing non-concurrent travel of the student to Korea, if applicable. In either case, the student must have traveled to Korea at government expense as a dependent of the sponsor before student travel can be approved.

9. Point of contact for this action is the Military Personnel Division, at 757-2092.