

**DEPARTMENT OF DEFENSE
EDUCATION ACTIVITY
4040 NORTH FAIRFAX DRIVE
ARLINGTON, VIRGINIA 22203-1635**

May 24, 2006

MEMORANDUM FOR AREA DEPUTY DIRECTORS
AREA EDUCATION CHIEFS
DISTRICT SUPERINTENDENTS, DODEA
HIGH SCHOOL PRINCIPALS, DODEA
HIGH SCHOOL COUNSELORS, DODEA

SUBJECT: *Postsecondary Plans and Scholarship Report*

At the end of the school year, counselors in each high school in DoDEA are asked to enter information into SMS indicating each senior's postsecondary plan as well as information on scholarships awarded to the student. These numbers are then aggregated at DoDEA HQ and analyzed for the *Postsecondary Plans and Scholarship Report*.

Attached are the instructions for entering these data into SMS. It is requested that counselors enter this information **NLT two weeks after the last day of school**. Please direct questions regarding the entry of information to Maria Barkmeier, who may be reached by email or phone at 338-7809.

“Original Signed”

Janet F. Rope
Administrator, System Accountability and
Research