



DEPARTMENT OF THE NAVY

COMMANDANT OF MIDSHIPMEN
U.S. NAVAL ACADEMY
101 BUCHANAN ROAD
ANNAPOLIS, MARYLAND 21402-5100

COMDTMIDNINST 1531.2A
DC
21 Nov 11

COMMANDANT OF MIDSHIPMEN INSTRUCTION 1531.2A

Subj: PROCEDURES AND INSTRUCTIONS IN CASES OF MIDSHIPMAN PREGNANCY/
PARENTHOOD/DEPENDENCY

Ref: (a) DoD Directive 1322.22
(b) DoD Instruction 6130.03
(c) COMDTMIDNINST 5400.6N
(d) COMDTMIDNINST 1600.2D
(e) USNAINST 1734.1B

Encl: (1) Sample notification of parenthood/dependency counseling letter
(male)
(2) Sample notification of pregnancy/parenthood/dependency counseling
letter (female)
(3) Sample request for leave of absence or separation
(4) Sample leave of absence approval letter
(5) Sample leave of absence status letter

1. Purpose. To prescribe roles and responsibilities of personnel at USNA regarding Midshipmen who are pregnant or are responsible for the pregnancy of another.

2. Background. Pregnancy, being responsible for the pregnancy of another, or being a parent or legal guardian creates significant responsibilities. Such responsibilities are incompatible with the stringent demands placed upon individuals by the Naval Academy's training program and severely interfere with a Midshipman's ability to concentrate full attention and energy to his or her academic, professional, physical, and military duties.

3. Policy

a. Pregnancy, parenthood, and/or dependency are inconsistent with Academy attendance. Governing regulations, including references (a) through (d), prohibit continued attendance at the Naval Academy if a Midshipman is pregnant, is a parent, or otherwise has dependency obligations.

b. Midshipmen who are pregnant, have pending parental responsibilities, or have incurred the obligations of parenthood have the following options:

(1) Submit a voluntary resignation and leave the Naval Academy. If past 2/C commitment, then a voluntary resignation incurs a recoupment or service obligation.

(2) Request a leave of absence, not to exceed one year, to give birth and/or resolve matters of parental responsibility. The Midshipman may then apply for reinstatement at the end of the leave period by submitting a certified court document or other legal documentation authorized by state, district, or territorial law, certifying that he/she has no dependents and/or

obligations of parenthood or that he/she has irrevocably surrendered his/her parental rights and obligations.

c. The Naval Academy will ensure that each Midshipman who is pregnant or responsible for the pregnancy of another is adequately counseled and cared for with regard to medical, legal, and psychological aspects involved, as appropriate. The overriding concern of the Naval Academy is to provide for the health and safety of the Midshipman while assisting the Midshipman in making a well-informed decision regarding his/her future.

d. To the maximum extent possible, the Midshipman's privacy will be protected, to include streamlining communications to only essential personnel. Midshipmen in the chain of command will not be notified without the express permission of the subject Midshipman. Any records created pursuant to this policy that contain personal information will be maintained and protected in accordance with the Privacy Act. The only person authorized to release this information is the Commandant of Midshipmen.

4. Procedures

a. Reporting. Upon confirmation of a pregnancy, dependency, or pending dependency obligation, the Midshipman is responsible for reporting to the Company Officer or Brigade Medical Officer (BMO). In the case where a Midshipman may be pregnant, the initial step is for her to obtain medical confirmation of the pregnancy at the Brigade Medical Unit. When pregnancy or being responsible for the pregnancy of another is confirmed, the Midshipman should normally report to the Company Officer; however, in the event a Midshipman is unwilling or uncomfortable reporting to his/her Company Officer, he/she must report to the Brigade Medical Officer (BMO) or to the Dependents Counselor (DC). Midshipmen who first seek assistance from the Midshipmen Development Center (MDC), Chaplain, or other forum where confidentiality is protected by law, still have the responsibility to confirm the pregnancy and, upon confirmation, the Midshipman must report it to the Company Officer, BMO, or DC.

b. Notification Procedures

(1) Upon receiving notification that a Midshipman is pregnant or responsible for the pregnancy of another, the chain of command will ensure that the Commandant's Legal Advisor, the BMO, and the DC are informed. The Midshipman will be then provided written notification by the Commandant's Legal Advisor of the options available to him/her (enclosures (1) and (2)). The chain of command and DC will normally be present at the presentation of this written notification.

(2) A Midshipman's decision to elect separation from the Brigade, either by voluntary resignation or leave of absence, must take place no later than 30 days from the date the written notification is received by the Midshipman from the Commandant's Legal Advisor. In the case of a male Midshipman whose child has not yet been born, the decision to elect separation from the Brigade, either by voluntary resignation or leave of absence, must take place no later than 30 days from the date parental obligations are incurred (30 days from the child's birth). A sample memorandum is provided in enclosure (3). Enclosure (4) provides a sample memorandum of approval for leave of absence.

(3) The Midshipman is responsible for ensuring the request for either voluntary resignation or leave of absence is submitted in a timely manner. A written request for an extension of this deadline may be submitted, but such extension will only be granted for good cause. Failure to comply with this deadline will result in the Midshipman being referred to an aptitude hearing before the Academic Board and processed for disenrollment, as per reference (d).

c. Midshipman Support Procedures

(1) The Naval Academy understands that this may be a stressful time in a Midshipman's life, considering his/her status as a future officer and the responsibilities of a family. Each Midshipman is urged to not face such a difficult decision alone and is encouraged to seek advice and counseling regarding dependency and parenthood issues from any or all of the following resources:

- Family and Friends, including the other parent or prospective parent of the child
- Chain of Command
- Chaplain's Office (3-1100)
- Midshipmen Development Center (3-4897)
- Brigade Medical (3-1758)
- Fleet and Family Service Center (3-2641)
- Local Counseling Centers

(2) Additional counsel may be obtained from the Naval Legal Service Office Legal Assistance Attorney in Dahlgren Hall (3-2268), or other attorney of choice (civilian counsel may be sought, but not at government expense) to discuss the options with respect to the notification.

(3) After confirmation of pregnancy of a Midshipman, the BMO will provide counsel to the Midshipman on her medical condition and arrange for follow-up obstetrical care.

(4) The DC will facilitate support for the Midshipman as he/she makes the decision to request voluntary separation or leave of absence.

(5) Special request chits may be submitted by the Midshipman after local counseling has been completed, in order to afford the opportunity to consult with family, clergy, doctors, or others who may assist in making an informed and well-considered decision. Requests should normally be processed through the chain of command, but may be worked directly with the DC in cases where privacy is a significant concern.

(6) Despite the stress associated with incurring the obligations of parenthood, while the Midshipman is making his/her decisions regarding this matter or is being processed for disenrollment or departure from the Academy, he/she will continue to participate in and carry out all duties of a Midshipman, unless prohibited by the BMO, until he/she actually departs the Naval Academy. Failure to do so may subject him/her to administrative or disciplinary action.

d. Leave of Absence Procedures

(1) While on leave of absence from the Naval Academy for the purposes set forth in this instruction, a Midshipman must voluntarily waive any pay and allowances during the period of the absence. Additionally, while in a leave of absence status, he/she will not be entitled to medical care at government expense unless:

(a) The care is coordinated and approved, in advance, by the Tricare Benefits Administrator at the Naval Health Clinic, Annapolis, (410) 293-2276, and in case of pregnancy,

(b) The nearest military treatment facility is equipped and staffed for obstetrical/gynecological care.

(2) The Commandant will approve the start date for leave of absence or separation leave based on the circumstances particular to the situation. The chain of command, DC, BMO, and Commandant's Legal Advisor will recommend to the Commandant the date to commence leave of absence or separation leave. If possible, training will be terminated at a point academically feasible for the Midshipman to reenter training at a later date, without having to complete previously completed portions of training. Male Midshipmen may commence leave of absence or separation leave at any time while they have pending parental responsibilities, but must commence leave of absence or resignation no later than 30 days following the birth of the child.

(3) The Midshipman will complete all written portions of the resignation process in accordance with Midshipman Personnel guidance. The completed resignation paperwork will be held by Midshipman Personnel for two years in the event that the Midshipman requests to terminate leave of absence and resign. Should the Midshipman fail to submit a request for voluntary resignation by the last date of leave of absence or should the Midshipman fail to provide documentation certifying compliance with references (a) through (d) in order to be reinstated in the Brigade of Midshipmen, the Midshipman will be processed for separation pursuant to and in accordance with reference (d).

(4) Throughout the leave of absence the chain of command will contact the Midshipman a minimum of once every six weeks to provide support and stay informed of the Midshipman's status. This information will be reported to the DC at least every 6 weeks.

e. Reinstatement Procedures

(1) To return to the Academy after a leave of absence, a Midshipman must submit a certified court document or other legal documentation authorized by state, district or territorial law, certifying that he/she has no dependents and/or obligations of parenthood or that he/she has irrevocably surrendered all parental rights and obligations.

(2) The Midshipman is solely responsible for ensuring that documentation is approved by a court of competent jurisdiction, or otherwise authorized by state, district, or territorial law and submitted to the Commandant's Legal Advisor in a timely manner. The Midshipman is encouraged

to work closely with the chain of command, Commandant's Legal Advisor, and the DC to ensure timely and sufficient documentation is provided.

(3) No later than two months prior to the end of the leave of absence, the Commandant's Legal Advisor will send the Midshipman a letter regarding leave of absence status (enclosure 5). This letter reminds the Midshipman of the stipulations of the leave of absence and advises the Midshipmen to contact Midshipmen Personnel regarding their intent at the conclusion of the leave of absence. The Midshipman is also advised that should he/she fail to provide documentation certifying compliance with reinstatement requirements or should he/she fail to submit a request for a voluntary resignation by the last date of the leave of absence, he/she will be processed for separation from the Naval Academy pursuant to reference (d).

f. Voluntary Resignation Procedures

(1) If choosing to voluntarily resign from the Naval Academy, normal voluntary resignations procedures should be followed.

(2) If while on leave of absence, the Midshipman determines they want to terminate leave of absence and request voluntary resignation, he/she will work with Midshipman Personnel and the chain of command to facilitate all procedures. To the maximum extent possible, the resignation should be completed without requiring the Midshipman to physically return to USNA.

5. Roles and Responsibilities

a. Company Officers (CO)

(1) Once notified of a pregnancy or pending parental obligations, the CO will verify confirmation of the pregnancy with the BMO, DC, and Commandant's Legal Advisor.

(2) If needed the CO will facilitate any follow-up care with Hospital Point, Chaplain, MDC, DC, NLSO, or local counseling centers.

(3) The CO will facilitate and special request chits submitted in accordance with paragraph 4c(5), to include identifying appropriate transportation and attire.

(4) The CO will be the primary point of contact for Midshipmen on leave of absence and will ensure contact at least every six weeks.

(5) At the conclusion of leave of absence, the CO will facilitate reinstatement processes in coordination with the Commandant's Legal Advisor, the DC, and Midshipman Personnel.

b. Brigade Medical Officer (BMO)

(1) The BMO will confirm a Midshipman pregnancy and counsel the Midshipman on her medical condition. The BMO will refer the Midshipman to appropriate follow-up obstetrical care.

(2) The BMO is responsible for ensuring the privacy of the pregnant Midshipman while at the same time safeguarding both her welfare and that of the unborn child.

(3) The BMO will inform the DC and the Commandant's Legal Advisor of a confirmed pregnancy.

c. Commandant's Legal Advisor

(1) The Commandant's Legal Advisor will provide all notification letters, follow-up letters, and otherwise ensure legal assistance is made available (with the exception of civilian counsel which must be sought at the Midshipman's own expense).

(2) A record of all counseling and correspondence will be maintained for record-keeping purposes for five years.

(3) The lawyer-client privilege does not attach to any counseling or assistance provided by the Commandant's Legal Advisor.

d. Dependent Counselor (DC)

(1) The DC will be assigned as a collateral duty and whenever possible will be filled by a Battalion Officer, in order to facilitate efficient and appropriate handling of cases. The DC will function as the Commandant's subject matter expert for policy execution.

(2) The DC will facilitate all notifications, counseling, and tracking of Midshipmen who are pregnant, pending parental obligations, or have parenthood obligations.

(3) The DC will track and coordinate status of all current cases. The DC will brief the Commandant immediately of all new cases and at least once every two months on status of old cases. Cases will be tracked and briefed until the Midshipman is reinstated to the Brigade or final separation is complete.

(4) A record of all counseling and correspondence will be maintained for record-keeping purposes for a minimum of five years.

e. Midshipmen Development Center (MDC). Midshipmen who believe they are pregnant or responsible for the pregnancy of another may initially consult with a MDC Provider. Information shared with MDC Providers is protected by client-therapist privilege defined by professional ethics and state laws as modified by reference (e). This instruction requires a referral to an appropriate medical treatment facility if a Midshipman is in need of medical evaluation. MDC Providers will encourage the Midshipman to confirm the pregnancy and get appropriate medical assistance in a reasonable time period. Upon confirmation of pregnancy or pending parental obligations, the MDC will inform the Midshipman of their obligation to report their status to the chain of command, DC, BMO, or Commandant's Legal Advisor. If the Midshipman refuses to do so in a reasonable period of time, the MDC Provider is obligated to make a referral to the BMO and/or DC.

f. Chaplain. Midshipmen who believe they are pregnant or responsible for the pregnancy of another may initially consult with a Chaplain. Chaplains will encourage the Midshipman to confirm the pregnancy. Confidentiality is protected by the Communication to Clergy privilege.

g. Individual Midshipman

(1) Midshipmen are expected to conduct themselves in a manner as to successfully execute the requirements of their appointment to the Naval Academy and their military obligations.

(2) Upon confirmation of a pregnancy or pending parental obligations, it is the responsibility of the Midshipman to report to their chain of command, BMO, or the DC.

(3) It is the responsibility of the Midshipman to seek proper medical care and pertinent information to assist him/her in making informed, thoughtful, and carefully considered decisions regarding all aspects of pregnancy, pending parental responsibility, and parenthood.



R. E. CLARK II

Distribution:
Non-Mids (Electronically)

COMDTMIDNINST 1531.2A
21 Nov 11

1531
Date

From: Commandant of Midshipmen, United States Naval Academy
To: Midshipman 2/C Male, U.S. Navy

Subj: NOTIFICATION OF PARENTHOOD/DEPENDENCY COUNSELING

Ref: (a) COMDTMIDNINST 5400.6M
(b) DoD Directive 1322.22
(c) DoD Instruction 6130.03

1. It has been reported that you have pending parental responsibilities. If this information is in error, you may provide appropriate medical or legal documentation to demonstrate the error. Pregnancy, parenthood, and/or dependency obligations are inconsistent with Academy attendance. You are required to read the governing regulations, including references (a) through (c), prohibiting continued attendance at the Naval Academy if you are a parent or otherwise have dependency obligations; however, the Naval Academy values your commitment to future service and wishes to find the best solution for you, your family, and your career as well as for the Naval Service. With this in mind, you have the following options:

a. Submit a voluntary resignation and leave the Naval Academy.

b. Request a leave of absence, not to exceed one year, to resolve matters of parental responsibility. You may then apply for reinstatement at the end of your leave period by submitting a certified court document or other legal documentation authorized by state, district, or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations.

2. Your decision to elect separation from the Brigade, either by voluntary resignation or leave of absence, must take place no later than 30 days from the date you incur parental responsibilities. Based on the circumstances, the command will determine the date you start your leave of absence or separation leave. You are responsible for ensuring the appropriate paperwork is submitted in a timely manner to ensure compliance with this processing deadline. You may request an extension of this deadline, in writing, but such extension will only be granted for good cause. Failure to comply with this deadline will result in you being referred to an aptitude hearing before the Academic Board and processed for disenrollment.

3. If you take a leave of absence from the Naval Academy, be advised that:

a. You must voluntarily waive any pay and allowances during the period of your absence.

b. While in a leave of absence status, you will not be entitled to medical care at government expense unless the care is coordinated and approved, in advance, by the Tricare Benefits Administrator at the Naval Health Clinic, Annapolis, (410) 293-2276.

Enclosure (1)

c. To return to the Academy after your leave of absence, you must submit a certified court document or other legal documentation authorized by state, district or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations.

4. Should you fail to elect one of the options set forth in paragraph 1, you will be separated from the Naval Academy. Additionally, should you elect to request a leave of absence and apply for reinstatement to the Brigade, as provided in paragraph 1(b) above, you are solely responsible for ensuring that documentation is approved by a court of competent jurisdiction in a timely manner.

5. The Naval Academy understands that this may be a stressful time in your life, considering your status as a future officer and the responsibilities of family. We urge you not to face such a difficult decision alone and encourage you to seek advice and counseling regarding dependency and parenthood issues from any or all of the following resources:

a. Family and friends, including the other parent or prospective parent of the child if you so desire.

b. Your Chain of Command

c. Chaplain's Office (3-1100)

d. Midshipman Development Center (3-4897)

e. Brigade Medical (3-1758)

f. Fleet and Family Service Center (3-2641)

g. Local Counseling Centers

6. Additionally, you should meet with the Naval Legal Service Office (NLSO) Legal Assistance Attorney in Dalhgren Hall (3-2268), or other attorney of your choice (civilian counsel may be sought, but not at government expense) to discuss your options with respect to this notification.

7. Despite the stress associated with incurring the obligations of parenthood, while you make your decisions regarding this matter or are being processed for disenrollment or departure from the Naval Academy, you will continue to participate in and carry out all duties of a Midshipman until you actually depart the Naval Academy. Failure to do so may subject you to administrative or disciplinary action.

8. You may contact either the Commandant's Legal Advisor at (410) 293-7014 or the Midshipman Personnel Officer at (410) 293-7134 should you have any questions regarding this notification.

R. E. CLARK II

Acknowledgement:

I have read the above notification and acknowledge service of this document. I acknowledge that no later than 30 days from the date I incur parental responsibilities (30 days from the child's birth) I am required to provide notice of my decision to either:

- Separate from the Brigade as a result of my voluntary resignation; or
- Separate from the Brigade as a result of approval of my leave of absence request.

Name
MIDN USN

Date

Witness

Date

COMDTMIDNINST 1531.2A
21 Nov 11

1531
Date

From: Commandant of Midshipmen, United States Naval Academy
To: Midshipman 4/C Female, U.S. Navy

Subj: NOTIFICATION OF PREGNANCY/PARENTHOOD/DEPENDENCY
COUNSELING SHEET

Ref: (a) COMDTMIDNINST 5400.6M
(b) DoD Directive 1322.22
(c) DoD Instruction 6130.03

1. It has been reported that you are currently pregnant or have pending parental responsibilities. If this information is in error, you may provide appropriate medical or legal documentation to demonstrate the error. Pregnancy, parenthood, and/or dependency obligations are inconsistent with Academy attendance. You are required to read the governing regulations, including references (a) through (c), prohibiting continued attendance at the Naval Academy if you are pregnant, are a parent, or otherwise have dependency obligations; however, the Naval Academy values your commitment to future service and wishes to find the best solution for you, your family, and your career as well as for the Naval Service. With this in mind, you have the following options:

a. Submit a voluntary resignation and leave the Naval Academy.

b. Request a leave of absence, not to exceed one year, to give birth and/or to resolve matters of parental responsibility. You may then apply for reinstatement at the end of your leave period by submitting a certified court document or other legal documentation authorized by state, district, or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations.

2. Your decision to elect separation from the Brigade, either by voluntary resignation or leave of absence, must take place no later than 30 days from the date of this notification. Based on the circumstances particular to your situation, the command will determine the date you start your leave of absence or separation leave. You are responsible for ensuring the appropriate paperwork is submitted in a timely manner to ensure compliance with this processing deadline. You may request an extension of this deadline, in writing, but such extension will only be granted for good cause. Failure to comply with this deadline will result in you being referred to an aptitude hearing before the Academic Board and processed for disenrollment.

3. If you take a leave of absence from the Naval Academy, be advised that:

a. You must voluntarily waive any pay and allowances during the period of your absence.

b. While in a leave of absence status, you will not be entitled to medical care at government expense unless:

Enclosure (2)

(1) The care is coordinated and approved, in advance, by the Tricare Benefits Administrator at the Naval Health Clinic, Annapolis, (410) 293-2276, and in case of pregnancy,

(2) the nearest military treatment facility is equipped and staffed for obstetrical/gynecological care.

c. To return to the Academy after your leave of absence, you must submit a certified court document or other legal documentation authorized by state, district or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations.

4. Should you fail to elect one of the options set forth in paragraph 1, you will be separated from the Naval Academy. Additionally, should you elect to request a leave of absence and apply for reinstatement to the Brigade, as provided in paragraph 1(b) above, you are solely responsible for ensuring that documentation is approved by a court of competent jurisdiction in a timely manner.

5. The Naval Academy understands that this may be a stressful time in your life, considering your status as a future officer and the responsibilities of family. We urge you not to face such a difficult decision alone and encourage you to seek advice and counseling regarding dependency and parenthood issues from any or all of the following resources:

a. Family and Friends, including the other parent or prospective parent of the child if you so desire.

b. Your Chain of Command

c. Chaplain's Office (3-1100)

d. Midshipman Development Center (3-4897)

e. Brigade Medical (3-1758)

f. Fleet and Family Service Center (3-2641)

g. Local Counseling Centers

6. Additionally, you should meet with the Naval Legal Service Office (NLSO) Legal Assistance Attorney in Dahlgren Hall (3-2268), or other attorney of your choice (civilian counsel may be sought, but not at government expense) to discuss your options with respect to this notification.

7. Despite the stress associated with incurring the obligations of parenthood, while you make your decisions regarding this matter or are being processed for disenrollment or departure from the Naval Academy, you will continue to participate in and carry out all duties of a Midshipman until you actually depart the Naval Academy. Failure to do so may subject you to administrative or disciplinary action.

8. You may contact either the Commandant's Legal Advisor at (410) 293-7014 or the Midshipman Personnel Officer at (410) 293-7134 should you have any questions regarding this notification.

R. E. CLARK II

Acknowledgement:

I have read the above notification and acknowledge service of this document. I acknowledge that no later than 30 days from the date of this notification I am required to provide notice of my decision to either:

- Separate from the Brigade as a result of my voluntary resignation; or
- Separate from the Brigade as a result of approval of my leave of absence request.

Name
MIDN USN

Date

Witness

Date

COMDTMIDNINST 1531.2A
21 Nov 11

(Date)

From: Midshipman 4/C Name, Alpha/Company
To: Commandant of Midshipmen, United States Naval Academy
Via: (1) ___ Company Officer
(2) ___ Battalion Officer
(3) Deputy Commandant of Midshipmen

Subj: LEAVE OF ABSENCE/RESIGNATION REQUEST

Ref: (a) COMDTMIDN ltr 1531 of [date] [Notification Letter]

1. Per reference (a), I was notified and counseled regarding my options with respect to my attendance at the Naval Academy as a result of my reported (pregnancy/pending parental obligations).
2. I respectfully request (leave of absence or resignation). I additionally request to commence my (leave of absence or resignation) on (date) for a period of (up to one year).
3. If leave of absence is approved, I plan on (state intentions).

Very respectfully,

W. T. DOOR

(Date)

FIRST ENDORSEMENT

From: _____ Company Officer
To: Commandant of Midshipmen, United States Naval Academy
Via: (1) ___ Battalion Officer
(2) Deputy Commandant of Midshipmen

1. Forwarded, recommending [approval/disapproval].
2. [Insert specific reasons to support/deny if appropriate.]

Very respectfully,

C. O. OFFICER

Enclosure (3)

(Date)

SECOND ENDORSEMENT on Midshipman 4/C Name, Alpha/Company ltr
of _____

From: ___ Battalion Officer
To: Commandant of Midshipmen, United States Naval Academy
Via: Deputy Commandant of Midshipmen

Subj: LEAVE OF ABSENCE/RESIGNATION REQUEST

1. Forwarded, recommending [approval/disapproval].
2. [Insert specific reasons to support/deny if appropriate.]

Very respectfully,

B. T. OFFICER

(Date)

THIRD ENDORSEMENT

From: Deputy Commandant of Midshipmen
To: Commandant of Midshipmen, United States Naval Academy

1. Forwarded, recommending [approval/disapproval].
2. [Insert specific reasons to support/deny if appropriate.]

Very respectfully,

D. T. DEPUTY

COMDTMIDNINST 1531.2A
21 Nov 11

1531

From: Commandant of Midshipmen, United States Naval Academy
To: Midshipman 4/C Name, U. S. Navy, Class of 2012

Subj: LEAVE OF ABSENCE

Ref: (a) Your ltr of [date] [Leave of absence request]
(b) COMDTMIDN ltr 1531 of [date] [Notification Letter]

1. Your request for a leave of absence in reference (a) is hereby approved. You are reminded of the requirements set forth in reference (b) in order to gain approval for reinstatement in the Brigade of Midshipmen, specifically you must provide certified court document or other legal documentation authorized by state, district, or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations.

2. You are advised that at the time you request reinstatement in the Brigade of Midshipmen, you must continue to meet the qualifications necessary for service at the United States Naval Academy, including applicable physical readiness standards. As such, when you request reinstatement, you may be required to provide information establishing that you continue to meet such qualifications.

3. To ensure timely and efficient reinstatement, you are directed to contact the Midshipmen Personnel Officer at (410) 293-7134 prior to the beginning of the Spring Semester 2012. You are advised to make this contact before you request reinstatement in order to ensure you are aware of all process requirements and that you meet all required deadlines. If you have not requested reinstatement by [date] you will be processed for discharge.

R. E. CLARK II

Enclosure (4)

1531

From: Commandant of Midshipmen, United States Naval Academy
To: Midshipman 4/C Name, U.S. Navy

Subj: LEAVE OF ABSENCE STATUS

Ref: (a) COMDTMIDN ltr 1531 of [date] [Notification Letter]
(b) COMDTMIDN ltr 1920 of [date] [LOA Approval Letter]
(c) COMDTMIDNINST 5400.6M
(d) DoD Directive 1322.22
(e) DoD Instruction 6130.03
(f) COMDTMIDNINST 1600.2E

1. On [date], per reference (a), you were notified and counseled regarding your options with respect to your attendance at the Naval Academy as a result of your reported pregnancy. In response, you requested a leave of absence of up to one year which was approved by reference (b) on [date].

2. Reference (a) advised that, in order to return to the Naval Academy after your leave of absence, you must submit a certified court document or other legal documentation authorized by state, district or territorial law, certifying that you have no dependents and/or obligations of parenthood or that you have irrevocably surrendered your parental rights and obligations. Additionally, reference (b) directed you to contact the Midshipman Personnel Officer prior to [date].

3. You are advised that, should you fail to provide documentation certifying your compliance with references (c) through (e) in order to be reinstated in the Brigade of Midshipmen or should you fail to submit a request for voluntary resignation by [date - one year from LOA approval], you will be processed for separation from the Naval Academy pursuant to reference (f).

4. Again, the Naval Academy understands that this may be a stressful time in your life. You are encouraged to continue seeking advice and counseling from any or all of the resources provided in reference (a).

5. You may contact either the Commandant's Legal Advisor at (410) 293-7014 or the Midshipman Personnel Officer at (410) 293-7134 should you have any questions regarding this letter.

R. E. CLARK II

Enclosure (5)