



DEPARTMENT OF THE ARMY
INSTALLATION MANAGEMENT AGENCY
DIRECTORATE OF MORALE, WELFARE, AND RECREATION
681 HARDEE PLACE, 2ND FLOOR
WEST POINT, NY 10996-1514

REPLY TO
ATTENTION OF:
Child Youth Services
(CYS)

October 2007

Dear Parents,

It is imperative that **all** items on the enclosed forms are completed and signed by the appropriate individual at the time of registration. If you are **new** to USMA, you may have the following items suspended for thirty (30) days: two emergency designees and their phone numbers and patron's address/home phone numbers. However, you must provide us with the name and phone number of at least **one** emergency designee at the time of registration. All returning patrons must complete the items on the enclosed forms at the time of re-registration in order for the child to be eligible to enroll in an activity.

For complete registration, the following items are required:

- a. **Immunization record** signed and dated by medical personnel. Registration will be accepted ONLY with REQUIRED immunizations. Please refer to the enclosed schedule of immunizations to determine if your child's records are current.
- b. **USMA Form 15-59 (Health Assessment Form)**. **(FOR SPORTS ONLY)** A current physical (within the last year) needs to be turned in to the Youth Services Office at the time of registration. If we do not have a current physical on file, **your child will not be allowed to participate in the CYS sport** until a current health assessment is on file. Please schedule a physical with your child's physician as soon as possible.
- c. Check, cash, mastercard or visa for **\$18 registration fee** per child or **\$40 per family** (3 or more children).
- d. **Military ID or DOD Civilian Employee ID.**
- e. **Social security number(s)** for your child(ren).

Once again, your child can not participate in a CYS sport until a current shot record and physical are on file. If you have any concerns, please contact the Youth Services office at 938-3727.

Sincerely,

Kim Tague
Outreach Services Director