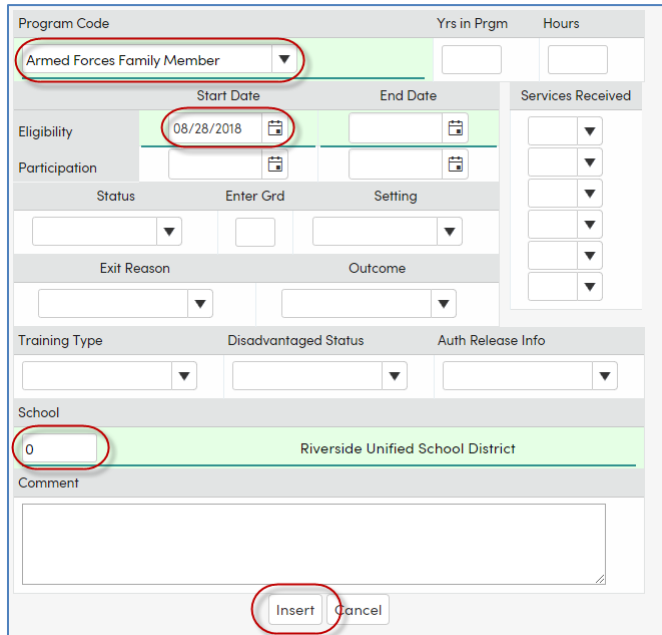


## Armed Forces Family Member

A Student is considered to be an **Armed Forces Family Member** if at least one parent is an Armed Forces member, on active duty or serves on full-time National Guard duty.

1. From the **Navigation Tree**, click on **Student Data>Programs>Special Programs**
2. To add a record, click on **Add New Record** or **Add**
3. In the **Program Code** field select **192 – Armed Forces Family Member**
4. Enter a date or use the calendar to select a date in the **Eligibility Start Date** field
5. Enter **0 – Riverside Unified School District** in the **School** field
6. If there is any additional information, add it in the **Comment** field
7. Click on the **Insert** button at the bottom of the form



The screenshot shows a web form for adding a record. The following fields are highlighted with red circles:

- Program Code:** A dropdown menu with "Armed Forces Family Member" selected.
- Eligibility Start Date:** A date field containing "08/28/2018" with a calendar icon.
- School:** A dropdown menu with "0" selected, which corresponds to "Riverside Unified School District".
- Insert Button:** A button at the bottom of the form.

8. Populate the **Participation End Date** if the student leaves the district or if the parent is no longer in the Armed Forces.

### FAQ's regarding 192 – Armed Forces Family Member Program:

1. **What date should be used as the Eligibility Start Date?** The start date should either match the date of the student's enrollment at that site or the actual date of Armed Forces entry.
2. **What does the term "armed forces" include?** The term "armed forces" includes the Army, Navy, Air Force, Marine Corps, and Coast Guard.
3. **What does the term "active duty" mean?** It means full-time (not reserved) duty in the military service of the United States.
4. **Do I code a student if the Step-parent is in the Armed Forces?** Yes, anytime a parent who resides in the home is in the Armed Forces, the student should receive this program.