



DO NOT START UNTIL WITHIN ONE WEEK OF DEPARTURE. RETURN TO SA@NPS.EDU 1-2 DAYS PRIOR TO DEPARTURE

NPS Student Check Out

Name: _____ Rank: _____ Check Out Date: _____

Military Branch: USN USA USAF USCG USMC

Admin Check Out		USN: FitReps/ Transfer Pkg Pickup	USN	USA-USAF-USMC-USCG	
Command Security All US Military/CIV	<input type="checkbox"/>	Command Fitness USN	<input type="checkbox"/>	Urinalysis All US Military	<input type="checkbox"/>
Medical/Dental All US Military	<input type="checkbox"/>	Motorcycle Rider? Check out of ESAMS	<input type="checkbox"/>	Travel Office (DTS)/APC All US Military	<input type="checkbox"/>

Contact as Applicable:

Service Lead Check Out	NWC - Did you take JPME? Call 831.656.2118 to clear your account
Check out with your Ed Tech	Registrars Office Checkout must be done in Python
Dudley Knox Library Email to clear your account	

****LAST STEP****

Attach this completed sheet and [email SA@nps.edu](mailto:SA@nps.edu)

This will officially check you out of Student Services

Quick Reminders

- Your network username and email account will remain active for **90 days after your Estimated Departure Date**. If you applied for an Extension, that will push that date out further.
 - If you require additional time, submit your request through the ITAC office via accounts@nps.edu
- USN - Make sure you plan in advance to pick up your final FitRep and get your transfer package.
- Contact SA@nps.edu with any additional questions.
- Additional resources – Pre-Grad Check Out brief and forms are found [HERE](#).