

WEEKEND LEAVE PERMISSION FORM

This form **MUST** be completed and signed by the cadet's parent(s) or legal guardian(s) and returned to the Commandant's Office before the cadet will be allowed to leave campus, **EVEN TO GO HOME**. The conditions and restrictions stated in this form also apply to the three major Corps Leaves (Thanksgiving, Christmas, and Spring Break). Car-pooling with another cadet's parents to your home is acceptable and does not require written permission.

From: _____
Cadet's Parents' or Guardians' Full Name(s) (Please Print)

I hereby give permission for Cadet _____
to use *weekend leave* and *day pass* privileges in accordance with all Academy regulations and subject to the restrictions stated below.

PLEASE READ THE CHOICES CAREFULLY.

Parents: Check **EACH** box below that states your permission preference(s).

1. **No Leave Privileges** My son needs my written permission for **ANY** leave (including home).
(If #1 is checked – **no other choice is allowed.**)
2. **Home Leave Privileges** This allows my son to come **HOME** when eligible for leave. This also gives him permission to come home on major leaves.
3. **College Visitation Privileges [SENIORS and POSTGRADUATES ONLY]** My son may be released into the care of a college or university representative for an authorized visit to the school's campus. I hereby authorize his use of either public or private transportation.
4. **Open Leave Privileges** My son may go on leave with an adult, **at least 21 years old**, who has extended to him a written invitation, a copy of which will be submitted to the Commandant's Office. **Permission for open leave automatically makes him eligible for day pass privileges.**
- (4a) **I want to limit this privilege to the specific adults listed on the back of this form.**
5. **Day Pass Privileges** My son may go on a day pass with an adult, **at least 21 years old**, who has extended to him a written invitation, a copy of which will be submitted to the Commandant's Office. This is for day pass only and does **NOT** give authorization for overnight leaves.
- (5a) **I want to limit this privilege to the specific adults listed on the back of this form.**

Changes to this permission form can be mailed to the Commandant's Department, PO Box 278, Fork Union, VA 23055, or faxed to the Leave Office at (434) 842-4242.

Parent's Signature

Date

LIMITED LEAVE AND/OR LIMITED DAY-PASS

Sign out procedures for leaves and day passes are designed to ensure that cadets who have limited leave or day-pass privileges leave campus only with people authorized by their parents. The Academy strives to monitor all departures. However, adherence to parental restrictions is ultimately the cadet's responsibility. Cadets are made well aware that they face serious punitive consequences for departing with a person – including a friend or relative – not specifically authorized to take them off campus.

With the exception of Academy personnel, the names listed below are the **ONLY** people you authorize to take your son off campus.