

March 2021

Class of 1960 - Procedures for Notifications of the Death of Classmate or Spouse

Discussion:

These procedures describe the process to be followed in making notifications of deaths of classmates and spouses to the class and Alumni Association. They also provide guidance for end-of-life Advanced Planning.

These procedures supersede previous information on this subject.

Notification Following the Death of a Classmate or a Spouse/Partner:

Notification of the death of a classmate or a spouse/partner may be forwarded to the Company Representative or any class officer. Email and phone number contact information is listed on our class website www.1960.usnaclases.net. The Class President will then notify the Class at large.

The Company Representative of the deceased will be responsible for notifying the Naval Academy Alumni Association and organizing representation, tributes and donations of flowers, or gifts in lieu of flowers, at the request of the family. Current information for reporting the death of an alumni or spouse to the Alumni Association can be found at www.usna.com/memorial-affairs/report-the-death-of-an-alumnus.

Shipmate Death Notices:

The Alumni Association publishes and distributes periodic Shipmate magazine issues to members of USNA community. The "Last Call" column in each issue lists all alumni deaths (*Full Name, Class, Military Title and Date of Death*) the Association has learned of (from reliable sources) since the last issue. Full obituaries are also be listed in Last Call if/when families send them in.

A phone call or email from the family or an obituary from a funeral home are examples of reliable sources. Second-hand information may not be accepted.

Obituary Guidelines:

An obituary is best written by the Family, but the Company Representative may advise or assist. For guidance on obituaries for Shipmate, see “A Fitting Tribute: How to Write an Obituary,” listed under “Shipmate Obituary Guidelines” in the Governing Documents section of our class website.

Obituaries may be submitted electronically (preferred) to obits@usna.com, or via U.S. Mail to: Shipmate obituaries, 247 King George Street, Annapolis, MD 21402-5068. For any questions regarding the submission of obituaries to Shipmate, please contact Timothy Elizabeth Woodbury (410-295-4064 or obits@usna.com). Note that Shipmate has a maximum word limit of 400 words.

Class Website Memorial Listings:

A complete listing of all classmate deaths is also maintained in the “In Memorial – Fallen Classmates” section of our class website. The listing includes the classmate’s full name, date of death, company, and graduate status (Grad or Non-Grad). Also included are the classmate’s Lucky Bag Photo (Grads only) and obituary (if available, either from Shipmate or published in a local newspaper).

Advanced Planning:

Many classmates may be considering taking additional steps in planning for their own eventual death. In addition to preparing their Will, Trust, Power of Attorney and Advanced Directive, they may also want to investigate VA Death Benefits, Burial or Memorialization in a National Cemetery, prepare a draft of their own obituary, and check into prepaid funeral expenses.

The VA Document “Planning Your Legacy – VA Survivors and Burial Benefits Kit” can be found at: <https://www.benefits.va.gov/BENEFITS/docs/VASurvivorsKit.pdf>. It serves as an excellent source of pre-need planning information and record storage for Veterans and their families.

The Naval Academy Columbarium - Expansion of the Columbarium at the Naval Academy offers an attractive resting place for those graduates who desire to use it. For current information, visit <http://www.usna.edu/cemetery>.

Arlington National Cemetery - Arlington National Cemetery's eligibility requirements for burial and inurnment are different from other national cemeteries that are maintained by the Department of Veterans Affairs. Eligibility for in-ground burial at Arlington National Cemetery is the most stringent of all U.S. national cemeteries. For current information, visit <http://www.arlingtoncemetery.mil/Funerals/Scheduling-a-Funeral>.