

MCAS MIRAMAR, CA
ID CARD CENTER FREQUENTLY ASKED QUESTIONS

- What regulations cover ID cards?
 - DODI 1000.13
 - MCO P5512.11C

- What does DEERS stand for?
 - Defense Enrollment and Eligibility Reporting System

- What are the operating hours for the ID Card Section?
 - Monday thru Friday, 0730 - 1500

- Does my sponsor have to be with me to get an ID card?
 - Yes, with the following exceptions:
 - If the sponsor signs DD Form 1172 (Application for Uniformed Services Identification Card/DEERS Enrollment) in front of a Verifying Official, the family member may bring this form unaccompanied by the sponsor.
 - If the sponsor signs DD Form 1172 (Application for Uniformed Services Identification Card/DEERS Enrollment) and has it notarized, the family member may bring this form unaccompanied by the sponsor.
 - The family member may sign the DD Form 1172 (Application for Uniformed Services Identification Card/DEERS Enrollment) using a general power of attorney (POA).
 - If none of the above, a 90 day temporary card may be issued depending on the circumstances.

- What documentation is needed to add, remove or make changes to DEERS?
 - The sponsor will always need original or true certified supporting documentation to make any changes, (i.e. Birth, Death, Marriage Certificate, Social Security Cards, Divorce, Adoption, and Custody Decrees)

- Once the DD Form 1172 (Application for Uniformed Services Identification Card/DEERS Enrollment) is signed, how long is it good for?
 - Up to 90 days.

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- What is the earliest an ID card can be renewed before expiring?
 - 30 days for Common Access Card (CAC)
 - 90 days for dependents, with the following exceptions:
 - ☐ card is damaged
 - ☐ promotion of sponsor
 - ☐ significant change in appearance

- If the sponsor is deployed, how can a family member receive an ID card?
 - The dependent should bring documentation to verify sponsors deployment status, and legal documentation if someone needs to be added to the sponsor's record in DEERS.
 - ☐ The family member may sign the DD Form 1172 (Application for Uniformed Services Identification Card/DEERS Enrollment) using a general power of attorney (POA).

- Are the hours of lunchtime (1130 - 1300) a good time to get an ID card?
 - No. While the ID Card Section does not close for lunch, the office is minimally staffed. This may create delays.

- What is the minimum age a dependent can receive an ID card?
 - Age 10, with the following exceptions:
 - ☐ dependent dual active service members
 - ☐ sponsor is a single parent
 - ☐ dependent is not residing in sponsor's household

- How long may a dependent keep an ID card?
 - Up to age 21. At age 21 if the dependent is enrolled FULL TIME in an accredited institution of higher learning, that dependent may have an ID card until the date of graduation or their 23rd birthday, whichever occurs first. EXCEPTION: If the dependent is incapacitated, a child dependency packet needs to be completed. This packet can be obtained from our office and then forwarded to DFAS.

- What is needed to establish a dependent as a full-time student in DEERS?
 - A letter from the school's registrar's office stating the dependents full-time status and anticipated graduation date.

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- Can a retiring sponsor on terminal leave be issued a retirement ID card before the retirement date?
 - Yes, up to 90 days prior. Although the system allows for this, it is not recommended due to the possibility of a gap in TRICARE coverage when entering a date before the actual retirement date.

- Can a parent, step-parent, or parent-in-law be added as a dependent to DEERS?
 - Yes. There are forms available at the ID Card Center that must be filled out and sent to DFAS for approval. Once approved the service member should bring the forms and the newly established dependent to the ID card center to be entered into DEERS and to receive an ID card.

- How is a spouse added to DEERS?
 - The sponsor will bring in the marriage certificate, birth certificate, social security card and picture ID (i.e. Drivers License, State ID, etc.).

- How are children added to DEERS?
 - It is dependent on the following:
 - A female sponsor needs only bring the child's birth certificate and Social Security card.
 - An unmarried male sponsor must have the child's birth certificate, Social Security card, and judicial determination (i.e. court-ordered child support or divorce decree naming children as his own). If no judicial determination has been made forms are available at an ID Card Center that must be sent to DFAS for approval.
 - If a male sponsor is married and his wife is already on DEERS, he need only bring the child's birth certificate and Social Security Card.

- Can step-children be added to DEERS?
 - Yes, as long as they reside with that service member and are not already the dependents of another service member (unless the sponsor's spouse has physical custody, in which case such document must also be presented).

- Can a ward of a service member be added to DEERS?
 - Yes. The service member must bring the court document(s), the birth certificate(s) of the

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dependent(s), the Social Security card(s), and picture ID(s), if applicable. The ward(s) must reside with the sponsor and be dependent on the sponsor for over half of their support.

- Can an non-remarried Former Spouse (URFS) of a sponsor keep their ID card and benefits?

- o Yes, when the following conditions are met:

- The sponsor performed at least 20 years of service
- The spouse was married to the sponsor at least 20 years
- The 20 years of marriage were during the 20 years of the sponsor's service. All the above being met, the URFS is entitled to full benefits so long as they do not remarry.

- OR -

- The sponsor performed at least 20 years of service
- The spouse was married to the sponsor at least 20 years
- The 20 years of marriage were during at least 15 years of the sponsor's service All the above being met, the URFS is only entitled to medical coverage for 1 year

- What is required for a Disabled American Veteran (DAV) to receive an ID card?

- o To receive a DAV ID card, the person must bring:

- The letter from the Office of Veteran Affairs (VA) stating that they are 100% disabled and has entitlements to the Commissary and Post Exchange.
- The Service Members DD214 (Honorable Discharge from Active Duty)
- Picture ID and supporting documentation for any and all family members to be added.
- NOTE:** A Disabled American Veterans ID card entitles them to Commissary and Exchange privileges only. Medical is handled by VA.

Disclosure

This list is not meant to be comprehensive. Please contact our office if you require further assistance. We can be reached at (858) 577-1429 during normal business hours.

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VALID FORMS OF IDENTIFICATION PRIMARY	SECONDARY
U.S. Military ID Card	Certificate of U.S. Citizenship (Form N-560 or N561)
Military Dependent ID Card	Certificate of Naturalization (Form N-550 or N-570)
Driver's license or ID card issued by the state or outlying possession of the U.S. provided it contains a photograph	Foreign Passport
ID Card issued by federal, state, or local government agencies or entities provided it contains a photograph	Unexpired Reentry Permits (INS Form I-327)
U.S. Passport	Unexpired Refugee Travel Document (Form I-571)
U.S. Coast Guard, Merchant Mariner Card	School ID with a photograph
Permanent Resident Card or Alien Registration Receipt card with photograph (Form I-151 or I551)	Voter's registration Card
Unexpired Temporary Resident Card (Form I-688)	Native American tribal documents
Unexpired Employment Authorization Card (INS Form I-688A)	Driver's license issued by a Canadian government authority
Unexpired Employment Authorization Document issued by the DHS that contains a photograph (Form I-688B)	U.S. Social Security Card issued by the Social Security Administration
Certificate of Birth Abroad issued by the Department of State (Form FS-545 or Form DS-1350)	
Original or certified copy of a Birth Certificate issued by a state, county, municipal authority or outlying possession of the U.S. bearing an official seal	
U.S. Citizen ID Card (INS Form I-197)	
ID Card for use of Resident Citizen in the U.S. (INS Form I-179)	
Unexpired Employment authorization document issued by the INS	
Persons under the age of 18 who are unable to present a document listed above may use: School record/report card; Clinic, doctor or hospital record; Daycare or nursery school record	