



Steps for Getting Started

1. Review charts on Page 2 to find out what individuals must take to online appointments.
2. Visit <https://www.cac.mil/Uniformed-Services-ID-Card/Getting-Your-ID-Card> to access forms.
3. Contact the Real-Time Automated Personnel Identification System office at <https://www.dmdc.osd.mil/rsi> for assistance on where to mail, fax or email documents.
4. Schedule remote appointments for CAC or ID card renewal or issuance at a RAPIDS site at <https://rapids-appointments.dmdc.osd.mil/appointment>.
5. Visit CAC.mil/coronavirus for service-specific procedures for online enrollment in the Defense Enrollment Eligibility Reporting System and ID card issuance, as well as ID card, CAC and VoLAC renewals.

Current as of April 2020

Obtaining and Renewing Military ID, Common Access Cards and Volunteer Logical Access Credentials During COVID-19

Background

The Department of Defense is committed to protecting our nation's security as well as the safety and well-being of our service members and their families. To meet this commitment, the department has made temporary updates to military ID and Common Access Card issuance and renewal processes. This will ensure that service members and eligible dependents continue to have access to health care and other benefits during this time of increased precaution and restrictions in response to coronavirus disease 2019.

What's Different?

Temporary updates through Sept. 30, 2020, include:

- Expanded online ID cards, CAC and VoLAC renewals, first-time issuances or replacements
- Expanded permission for existing and new Trusted Associate Sponsorship System applications to remain valid for 180 days so TASS-sponsored card holders can use the remote options to update certificates
- Reduced CAC issuances — no issuance for promotions or name changes
- Increased minimum age requirement for ID cards from 10 years to 14 years
- Limited expiration dates — cards that are remotely issued will have an expiration date of one year from the date of issuance

Temporary Authorizations for Cards and Benefits Through Sept. 30, 2020

Common Access Card and Volunteer Logical Access Credentials

- Transferring Department of Defense civilian employees: Continue to use CAC for access to benefits.
- Service members: Continue to use CAC as long as eligibility for benefits remain unchanged.
- Existing CAC and VoLAC holders: Update cards before they expire using ID

Card Office Online (if card is due to expire on or after April 16, 2020, and is within 30 days of expiration).

Military ID card

- Mobilized Reserve members and eligible family members: Continue to use current card for active-duty benefits.
- Current ID card holders: If eligibility **has not changed** and ID expired on or after Jan. 1, 2020, continue to use current card as benefits are secure through Sept. 30, 2020.
- Current ID card holders: If eligibility **has changed**, the Department of Defense will verify eligibility electronically before taking away an expired ID card with an expiration date on or after Jan. 1, 2020.

Specific Instructions for Individuals Requiring First-Time Enrollment and Military ID Card

Individuals	Gather Paperwork Before Your Remote Appointment
Spouse	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Marriage Certificate • Proof of enrollment in Medicare Part B
Legitimate child	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth OR FS-240, “Consular Report of Birth Abroad”)
Adopted child	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Adoption Decree
Stepchild	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Sponsor’s Marriage Certificate
Pre-adoptive child	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Placement Agreement that states intent to adopt (OR Court Document that states intent to adopt) • Birth Certificate, if Placement Agreement/Court Document does not specify date of birth (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”)
Illegitimate child	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Court Order that establishes paternity (OR Consent Order that establishes paternity, OR SJA Opinion that establishes paternity, OR Voluntary Acknowledgement of Paternity)
Foster child	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Financial Dependency Determination • Placement Agreement or Court Document that places the child with the Sponsor
Ward	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Financial Dependency Determination • Placement Agreement or Court Document that places the child with the Sponsor for at least 12 consecutive months
Parent	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Sponsor’s or Spouse’s Birth Certificate (OR Certificate of Live Birth, OR FS-240, “Consular Report of Birth Abroad”) • Financial Dependency Determination • Proof of enrollment in Medicare Part B (if age 65 or older)
Former spouse	<ul style="list-style-type: none"> • Completed DD Form 1172-2 • Marriage Certificate • Divorce Decree • Statement of Service (OR DD Form 214, OR Dates of Inclusive Service) • Proof of enrollment in Medicare Part B (if age 65 or older)

Specific Instructions for Individuals With Expiring Military ID Cards

Individuals	Impact to Benefits	Gather Paperwork Before Your Remote Appointment
Sponsors and dependents turning age 65	You must be enrolled in Medicare Part B for continued benefits. Check https://milConnect.dmdc.osd.mil/milconnect to see whether Medicare Part B has been reported.	<ul style="list-style-type: none"> Completed DD Form 1172-2, indicating sponsor is providing more than 50% support Proof of enrollment in Medicare Part B
Dependents turning age 21	You must be enrolled as a full-time student, be approved as an incapacitated dependent or be registered for TRICARE Young Adult for continued eligibility.	<p>Students</p> <ul style="list-style-type: none"> Completed DD Form 1172-2, indicating sponsor is providing more than 50% support Proof of enrollment as a full-time student <p>Incapacitated dependents</p> <ul style="list-style-type: none"> Completed DD Form 1172-2 Medical Sufficiency Statement Financial Dependency Determination <p>TRICARE Young Adult</p> <ul style="list-style-type: none"> Completed DD Form 1172-2 Proof of enrollment in TRICARE Young Adult
Guard and Reserve members and dependents	Benefits for National Guard and Reserve members and their dependents are tied to the member's active-duty status. If the member's active-duty status is extended, benefits are extended as well.	<ul style="list-style-type: none"> If active-duty status is extended, no action is needed. If active-duty status is complete, member must enroll in TRICARE Select online.
Retiring service members and dependents	Benefits for members who are retiring and their dependents are tied to the member's status.	<ul style="list-style-type: none"> Must enroll in TRICARE Select online.

Call or chat anytime, 24/7, with CAC or military ID questions. With the right information, resources and support, our military families can face any challenge with confidence. Encourage them to call 800-342-9647 or visit www.MilitaryOneSource.mil to get started.



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