

**\*\*Two forms of ID are required for all transactions\*\***

## Final Adoption

Court Order, Birth Certificate and SSAN (if received)

## Legal Ward

<https://www.dfas.mil/>

DFAS Letter of Approval, Court Document placing the child in member's household, Birth Certificate, and Social Security Card.

## Parent/Parent-In-Law

<https://www.dfas.mil/>

An initial Parent/Parent In-Law application will need to be completed and uploaded to DFAS website. Once approved, our office will need: DFAS Letter of approval, Sponsor Birth Certificate, Parent Birth Certificate, Parent's Photo ID, and SSAN.

Renewal – Dependency determination is verified every 4 years by re-accomplishing the DFAS application process. A new letter of approval must be obtained in order to be issued a new Dependent ID card.

## Incapacitated Child

<https://www.dfas.mil/>

After age 21 DFAS Dependency Determination will need to be completed to extend eligibility. Once approved, our office will need: DFAS Letter of approval, Birth Certificate, Photo ID, and SSAN.

Renewal – Dependency determination is verified every 4 years by re-accomplishing the DFAS application process. A new letter of approval must be obtained in order to be issued a new Dependent ID card.

# Full Time College Student (21-23yrs)

Memo on letterhead from the school registrar's office stating Full Time Status and Anticipated Graduation Date in an Accredited College in pursuit of an Associate Degree or higher or a printout form the National Student Clearing House containing the same information. \*\*

## Tricare Young Adult Program

TRICARE Young Adult is a plan that qualified adult children can purchase after eligibility for "regular" TRICARE coverage ends at age 21 (or 23 if enrolled in college). After enrollment, provide letter showing acceptance into Young Adult Program. Member will be issued an ID with only Medical benefits.

<https://tricare.mil/Plans/HealthPlans/TYA>