

## Adoption/Pre-Adoption of a Child – DEERS Enrollment

To enroll an Adopted Child in DEERS, the following documents are required:

1. **Every ID issuance** requires that the sponsor is present **OR** a Power of Attorney must be presented and signed by the sponsor **OR** sponsor may complete the DD Form 1172-2 with an official notary **OR** the sponsor may complete the DD Form 1172-2 on the Rapids Self-Service website: [https://www.dmdc.osd.mil/self\\_service](https://www.dmdc.osd.mil/self_service) or <http://www.cac.mil/>. A dependent ID card will be issued for four (4) years or less and can be renewed within 90 DAYS prior to the expiration date.
2. Final Adoption Decree signed by the judge (Original or Certified copy) **OR** an authorized Letter from a Placement Agency for the Purpose of Adoption (Original or Certified copy).
  - **\*Note\*** Overseas adoptions must contact the Service Branch Project Office prior to going to a DEERS ID Card Office.
3. Child's Birth Certificate (Original, with file number and **MUST** contain adoption parent(s) information).
  - **\*Note\*** Pre-adoption only – Certificate of Live Birth /Hospital Proof of Birth is acceptable for newborns of the sponsor who are born within 90 DAYS.
4. Child's Social Security Card (Original, not laminated).
  - **\*Note\*** Pre-adoption only – If a social security card has not been issued, a temporary ID number will be assigned. The sponsor will have 90 DAYS to provide the actual social security card to any DEERS office. Failure to do so will result in a Direct Care suspension through Tricare.
5. Child aged 18 and over – Two (2) valid, unexpired, forms of identification that are listed in the Federal Information Processing Standards 201-2, and one form **MUST** be a photo ID.

**Please contact the DEERS Office if you need more information pertaining to a specific situation.**

**\*Note\*** Children who are married or joined active military service are no longer eligible for benefits under the sponsor.

**\*Note\*** For Active Duty and Reserve Marines, please ensure you visit the IPAC to enroll dependent(s).