**Adopted Child, Foster Child, Legal Custody Ward – DEERS Enrollment**

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

**ADOPTED CHILD:**

1. Final Adoption Decree signed by the judge (Original or Certified copy from the courts) OR

documentation from authorized Placement Agency under the Department of Human

Services (Original or Certified copy from the originator of the document.)

2. Child’s Birth Certificate (Original with file number) OR Original or Certified true copy from the originator Placement Agency letter reflecting the birth date.

3. Child's Social Security Card (original, not laminated, nor signed by parent)

4. Children over the age of 18 MUST provide a photo ID which can be a Driver’s License, State ID, Passport, Passport card, and the second can be Birth Certificate, Social Security Card (original not laminated). If names do not match, an original or certified Married Certificate, original or certified Divorce Decree, or original or certified Court Order of Name Change must be presented.

**FOSTER CHILD:**

1. Letter from authorized Placement Agency placing the child in home of the sponsor (with no intent to adopt).

2. Child’s Birth Certificate (Original with file number) for enrollment

3. Child's Social Security Card (original, not laminated, nor signed by parent)

4. Children over the age of 18 MUST provide a photo ID which can be a Driver’s License, State ID, Passport, Passport card, and the second can be Birth Certificate, Social Security Card (original not laminated). If names do not match, an original or certified Married Certificate, original or certified Divorce Decree, or original or certified Court Order of Name Change must be presented

A Court Order is not required. Medical benefits are not authorized for foster child. Enrollment

should be accomplished as soon as possible.

**LEGAL CUSTODY WARD:**

1. Approved Dependency Determination form DFAS (DD 27-88)

2. Original or Certified copy of Court Order granting Legal Guardianship/Custody to the sponsor that stipulates the child will be in the care and custody of the Sponsor for no less than twelve (12) consecutive months

3. Child’s Birth Certificate (Original with file number) OR Consular Report of Birth Abroad (DS Form FS-240)

4. Child's Social Security Card (original, not laminated, not signed by parent).

5. The sponsor MUST provide over 50% support to the child and the child MUST reside in the military sponsor's household.

6. Children over the age of 18 MUST provide a photo ID which can be a Driver’s License, State ID, Passport, Passport card, and the second can be Birth Certificate, Social Security Card (original not laminated). If names do not match, an original or certified Married Certificate, original or certified Divorce Decree, or original or certified Court Order of Name Change must be presented

**NOTES:**

Sponsor must be present or a General Power of Attorney or a Special Power of Attorney with DEERS issuance. All documents must be original or certified true copies from the originator of the document. ID cards are issued for a period of four years or less. For Marines, please ensure you visit IPAC to update your dependent information prior to visiting the DEERS/ID Card Center. Service members from other branches of service are also reminded to notify their Personnel Office of the change in their child’s status. Each branch of service may have varying requirements for Adoption, Foster Children and Legal Custody Ward Children. Please contact the appropriate branch of service regarding the Dependency Determination process. Our center may not be able to initially enroll an Adopted Child, Foster Child, or a Legal Custody Ward Child due to Cross-Servicing regulations. Here is a list of each branch of service’s point of contact for Dependency Determination to receive specific guidance:

AIR FORCE (800)525-0102; ARMY (888)276-9472; NAVY (901)874-5111;

MARINE CORPS (703)784-9529; COAST GUARD (202)795-6692

For reenrollment, the sponsor must have the Recertification of the Dependency Determination from DFAS. Recertification is required every four (4) years. The sponsor may submit the application for Recertification of the Dependency Determination within 90 days of expiration. Children under the age of 10 are not required to be issued an ID card. Children over the age of 18 require two forms of ID one being a valid photo ID. Children who are under age 21 who are married or joined active military service are not eligible for benefits under their sponsor parent.

**Cross Servicing is not authorized.**