

CAC CARD REQUIREMENTS

***** ALL DOCUMENTS MUST BE ORIGINAL OR CERTIFIED ORIGINAL (NO COPIES) *****

1. SOCIAL SECURITY CARD (ORIGINAL OR CERTIFIED ORIGINAL)
2. MARRIAGE CERTIFICATE (ORIGINAL OR CERTIFIED ORIGINAL)
3. DIVORCE DECREE (ORIGINAL OR CERTIFIED ORIGINAL WITH JUDGE SIGNATURE)
4. ADOPTION DECREE (ORIGINAL OR CERTIFIED ORIGINAL WITH JUDGE SIGNATURE)
5. WHEN ENROLLING FAMILY MEMBERS*, THE FOLLOWING ARE REQUIRED:
 - BIRTH CERTIFICATE
 - SOCIAL SECURITY CARD

** IF 21 YEARS OLD AND OVER, PHOTO ID IS REQUIRED (MUST PROVIDE LETTER FROM REGISTRAR'S OFFICE STATING THEY ARE FULL-TIME STUDENTS AND HAVE THE EXPECTED GRADUATION DATE – MUST BE ON SCHOOL LETTERHEAD)*

6. WHEN ENROLLING STEP-CHILDREN, THE FOLLOWING ARE REQUIRED:
 - MARRIAGE CERTIFICATE (ORIGINAL OR CERTIFIED ORIGINAL)
 - BIRTH CERTIFICATE (ORIGINAL OR CERTIFIED ORIGINAL)
 - SOCIAL SECURITY CARD (ORIGINAL OR CERTIFIED ORIGINAL)
7. WHEN AN ID IS ISSUED, THE FOLLOWING TWO FORMS OF ID ARE REQUIRED:
 - ONE MUST BE A PHOTO ID
 - SECONDARY FORM OF ID
8. ACCEPTABLE FORMS OF PHOTO ID ARE:
 - DRIVER LICENSE
 - STATE ID
 - VALID PASSPORT
9. SECONDARY FORMS OF ID ARE:
 - SOCIAL SECURITY CARD (ORIGINAL)
 - VOTER REGISTRATION CARD (ORIGINAL)
 - BIRTH CERTIFICATE (ORIGINAL)
10. DUAL MILITARY MUST ALSO PROVIDE THE FOLLOWING, IN ORDER TO BE ENROLLED UNDER EACH OTHER'S RECORD:
 - MARRIAGE CERTIFICATE (ORIGINAL OR CERTIFIED ORIGINAL)
 - PHOTO ID (ORIGINAL)
 - SOCIAL SECURITY CARD (ORIGINAL OR CERTIFIED ORIGINAL)