

Photocopying Military Identification Cards

The Virginia Office of the Attorney General, the Norfolk Office of the Navy Judge Advocate General, and the Office of the Secretary of Defense have each verified that photocopying of military identification cards is legal and permissible when a public institution of higher education is verifying the eligibility of military members and their families for in-state tuition benefits.

Section 23-7.4 of the Code of Virginia describes the process for establishing eligibility for in-state tuition charges through domicile or special provisions, some of which are reserved for military members and their dependents. It is the student's responsibility to provide the evidence necessary for the institution to verify eligibility for in-state tuition. If the institution is unable to verify eligibility, the student must be assigned the out-of-state tuition rate.

During this process, it may become necessary to verify an individual's status with the military. The State Council of Higher Education for Virginia (SCHEV) recommends that the institution utilize the military dependent identification card in order to verify that an individual is a dependent of an active-duty member and thus may be considered for Virginia in-state tuition under the military dependent provision.

In October 2011, a Security Bulletin was released informing individuals of the prohibitions against photocopying military identification cards. For military members, this bulletin has caused some confusion and alarm as it relates to providing documents requested by an institution.

While the bulletin states that photocopying of military ID cards is prohibited by federal law and regulations, the regulation of the Department of Defense dealing with military identification cards, DODI 1000.13, Section 6.1.7., specifically permits copying of the military identification card when "...administering other military-related benefits to eligible beneficiaries."


While each institution is responsible for verifying student eligibility for a benefit afforded military members and their dependents, there is no requirement that a specific document be obtained; alternative measures may be considered. This may include the student providing other official evidence of their eligibility or the institution inspecting the document and noting the results in the student's file.

Further questions should be directed to the institution's legal counsel.


Additional Resources: www.law.cornell.edu/uscode/text/18/701 and www.dtic.mil/whs/directives/corres/ins1.html

Update (June 4, 2014): the section referenced in DODI 1000.13 above has been changed from "6.1.7." to "Enclosure 3-2.a."

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SECURITY BULLETIN
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Photocopying of Military Identification Cards



Recent incidents regarding the photocopying of military identification cards and common access cards (CAC), by commercial establishments to verify military affiliation or provide government rates for service, have been reported.

Personnel are reminded that the photocopying of US Government identification is a violation of [Title 18, US Code Part I, Chapter 33, Section 701](#) and punishable by both fine and/or imprisonment.

Many military members, family members and DoD employees are unaware of this law. Please pass to the lowest level and include in training for force protection, information security and OPSEC.

FPO COMMENTS: Criminal elements and terrorist organizations place U.S. government identifications as a high value logistical element when planning acts against the U.S. military.

Although commercial establishments are not prohibited from asking for military/government identification, many government personnel and commercial establishments are unaware of the prohibition on duplication of government identification. Unfortunately, there are no safeguards in place to ensure a government identification card won't be counterfeited or "cloned" based on a photocopy by a commercial establishment.

It is recommended that military/DoD personnel provide a state drivers license or other form of photo identification to be photocopied if an establishment insists on a photocopy of the traveler's identification.

***NOTE:** This does not apply to medical establishments (i.e. doctor's office, hospitals, etc...) who are allowed take a copy for the purpose of filing insurance claims; and other government agencies in the performance of official government business.

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REMEMBER
Should you witness activity that may be criminal or terrorist in nature, contact the Pentagon Force Protection Agency
IMMEDIATELY at 703-692-2729

