ID CARD OFFICE ONLINE:

Go to https://idco.dmdc.osd.mil/idco/

The following RAPIDS Self-Help services are available online:

ID Card Office Locator & Appointments	Common Access Card	Family ID Cards	My Profile
Find a RAPIDS ID Card Office	Update Email Address	View Sponsor/Family ID Card	Update Contact Information
Make an Appointment	Activate PIV Authentication Certificate	Nominate Family Member	Update GAL Information
	Add Joint Data Model Applet	Renew Family Member ID Card	Opt-in TSA PreCheck (DoD Civilians Only)
	Add Personnel Category Code	Print Family List	

Dependents (Family Members) may get their ID without their sponsor present <u>IF</u> they provide one of the following:

o Sponsor completes a digitally signed DD Form 1172-2 through the above IDCO website. Family members will notify technician that the form was completed digitally, however, dependents should bring a printed copy of the form to avoid potential issues (see reverse side for steps to complete DD Form 1172-2 via IDCO). Please note: DD Form 1172-2 expires 90 days from date of authentication.

OR

o Sponsor manually completes DD Form 1172-2; remember this method MUST have sponsors signature notarized for authenticity. Dependents will need to bring the notarized DD Form 1172-2 from their sponsor. Please note: DD Form 1172-2 expires 90 days from date of authentication.

OR

o Dependents must provide a valid unexpired Power of Attorney (POA) from Sponsor authorizing dependent access. Please note POA must be either a general POA or a POA that specifically authorizes DEERS transactions.

How sponsors can digitally sign and print the DD Form 1172-2

- Access the IDCO website at: https://IDCO.dmdc.osd.mil/idco

- Click "Continue" under "Family ID Cards"

- Click "CAC" tab then Click "Login" (Self Service Consent to Monitor screen)

- Click "Request ID Card" under family member's name.

- Check the "I agree" box at bottom of Privacy Act.

- Click "Next" at bottom of page.

- Check "I agree" button under Acknowledgment statement.

- Click "Next" at bottom of page.

- Confirmation page will display.

- Click "Display Form" at bottom of page.

- Form will populate in a new window, print form and close window.

- Click "Done" at bottom of page.

- Provide the DD Form 1172-2 to dependents to bring with them when requesting a new ID card.