

Directorate of Human Resources

Did you know...

You can make your own ID Card appointment by using an on-line appointment system on the Web Site? You just need to log into <http://appointments.cac.navy.mil> and follow the instructions to get to the Fort Benning ID Card appointment section. Then, look at the available appointment dates and times, and pick the one that meets your needs/schedule. The appointment is yours and you will receive an email confirming this appointment. If something happens and you can't make that appointment, you can log back in to cancel the appointment and select another one. If you do not have Web Site capabilities, then you must call 706-545-9085 to make an appointment. You are subject to experience long waiting periods when making appointments on the phone.

Did you know...

Army Career and Alumni Program (ACAP) provides preparation counseling and a wide range of transition and job search information and referral services for Soldiers, veterans, retirees, DA civilians and Family members both online and at the Fort Benning ACAP Center?

Frequently Asked Questions

1. Q. What information must I provide to get an ID card?

A. For initial issue of a Dependent spouse, you must bring the following:

- Certified marriage certificate, photo ID and spouse's social security card.

For initial issue of a Dependent child, you must bring:

- Certified marriage certificate, certified birth certificate of child, and the child's social security card.

For DEERS enrollment of a child, you must bring:

- If under 1 year old: certified birth certificate or confirmation of birth document and the child's social security card.
- If 1 year or older: certified birth certificate and the child's social security card.
- Dependent children may be issued an ID card once they reach the age of 10.

For renewal of a Dependent ID card:

- The military sponsor must be present.
- If military sponsor not present, the Dependent must have either a valid, verified DD Form 1172 issued by a military ID Card Facility, or a general or special power of attorney. If it's a special power of attorney, it must include an ID card issuance authority provision.

2. Q. What information must I provide to get an ID card for my dependent child who is 21 but less than 23 years old and is attending a college or university?

A. You must provide a letter from the college or university school registrar's office certifying the child is in a full-time course of study leading to an **associate's degree or higher**, and must include an anticipated date of graduation. Dependents who are attending an institution of higher learning that does not result in an associate's degree or higher are not eligible to receive an ID card. Additionally, you must still be providing over 50% monetary support for the child and will be required to attest to that on the ID card application.

3. Q. What is the current status of the CAA Pilot Program?

A. The CAA Orientation sessions have ended.

4. Q. I have previously attended an orientation session. How do I continue the process?

A. Students who have attended an orientation session may make an appointment to drop off a completed application packet until January 31, 2011 or until funds are depleted, whichever comes first.

5. Q. I know the program ends this summer. What can this scholarship pay for?

A. Funding will be provided for tuition, books and associated fees up to \$6000 for classes leading to one certificate, degree or licensure through June 30, 2011. Your school must invoice the Governor's Office of Workforce Development no later than June 30, 2011.

6. Q. When do I attend graduation briefings?

A. Graduation and employment resources are available. These briefings are held on Tuesdays at 9:30am in Building 2611. We will cover job search resources from ACS Employment Readiness, Dept. of Labor, and the Georgia Work Ready Assessment.

7. Q. When may I attend the Georgia Work Ready Assessment?

A. Georgia Work Ready Assessments will be held at least once a month, typically on the first Wednesday. Assessments will be open to all spouses, whether or not they are a CAA student, and are free. Earning a work ready certificate demonstrates to employers that a potential employee has the skills necessary for on the job training. Certificate earners have access to the Work Ready Connect website and job listing.

8. Q. Is a website available with this information?

A. Our website www.benningcaa.com has this information posted for anyone interested.

9. Q. Am I for eligible for ACAP Services?

A. If you are an AC or RC Soldier with 180+ days of continuous active duty service and within 1 year of separation or 2 years of retirement you can use ACAP services. Eligibility requirements are explained at <http://www.acap.army.mil>.

10. Q. How can I schedule ACAP services?

A. There are two ways to schedule ACAP services. The first way is to simply contact the Fort Benning ACAP Center at 706-545-2308/2309, or in person where you can pre-register for services. The second way is to use ACAP Express at the secure online portal <https://www.acapexpress.army.mil>. Use this ACAP Express portal when outside the ACAP Center to register with ACAP. View the Fort Benning ACAP Center's schedule for DOL, VA and ACAP events and then reserve your seat at these events. Receive help in writing resumes and cover letters. View employment study guides and receive ACAP counseling support at a distance.

11. Q. Is a special logon required to access the ACAP system?

A. Your AKO logon lets you access the ACAP XXI automated system inside the ACAP Center, or ACAP Express from your home or office and receive services. If you do not have an AKO logon, go to <https://www.army.mil>

12. Q. Is ACAP information available on-line?

A. The Army's complete website for transition and employment assistance information and referrals is ACAP Online at <http://www.acap.army.mil>. This site connects you with ACAPO Centers worldwide and other links to other service providers, federal agencies, online transition and employment opportunities and Employers Who Want To Hire Veterans.

13. Q. Who are Employers Who Want To Hire Veterans?

A. There are more than 1,200 registered employers who have committed to hiring veterans. To look at the job web page of each employer go to <http://www.acap.army.mil> and select "Jobs" to "Browse" an alphabetic list of companies or "Search" companies by location and occupation.