

HOW TO CREATE AN 1172 ONLINE

1. GO TO <https://idco.dmdc.osd.mil/idco/>
2. SELECT FAMILY ID CARDS “CONTINUE”
3. LOG IN WITH CAC
4. VALIDATE CONTACT INFORMATION (IF REQUESTED BY WEBSITE)
5. CLICK “OK”
6. **FOR AN 1172 FOR HOUSING OR RECORD PURPOSES ONLY:**
 - a. CLICK “PRINT FAMILY ROSTER”
 - b. SELECT ALL DEPENDENTS
 - c. CLICK “NEXT”
 - d. SELECT “I AGREE”
 - e. CLICK “NEXT”
 - f. SELECT “CONFIRM”
 - g. SELECT “DISPLAY FORM”
 - h. A NEW WINDOW WILL POP UP WITH THE 1172 – YOU MAY PRINT FROM HERE.
7. **FOR AN 1172 FOR DEPENDENT ID CARD RENEWAL:**
 - a. CLICK “REQUEST ID CARD” UNDER THE DEPENDENT FOR WHOM YOU NEED THE 1172.
 - b. SELECT “I AGREE”
 - c. CLICK “NEXT”
 - d. SELECT “I AGREE. The above information is correct.”
 - e. CLICK “NEXT”
 - f. SELECT “DISPLAY FORM”
 - g. A NEW WINDOW WILL POP UP WITH THE 1172 – YOU MAY PRINT FROM HERE.
 - h. CLICK “NEXT”
 - i. VIEW THE ACCEPTABLE FORMS OF ID FOR USID ISSUANCE.