



FORT GREGG-ADAMS (FGAV) MILITARY NATURALIZATION CHECKLIST



Client Services Division (CSD) created this checklist to provide guidance on the most common issues Soldiers have when completing their Application for Naturalization, based on military service in a period of hostilities (11 September 2001—Present).

I. General Information:

- Please type or print neatly in black ink.
- Ensure your A number (on your permanent resident card) is printed or typed on every page of your N-400.
- Evidence for the N-400:

_____ N-426

_____ Copy of current marital status document (e.g. marriage or divorce certificate)

_____ Copy (front & back) of Permanent Resident Card

_____ Copy of Orders to FGAV

- You may upload scanned copied of your evidence, including your N-426, but you must take the originals to your USCIS interview.
- Apply online at: <https://www.uscis.gov/n-400>.

II. N-426, REQUEST FOR CERTIFICATION OF MILITARY OR NAVAL SERVICE:

<https://www.uscis.gov/n-426>. Note: complete N-426 first since you will need to submit it as evidence for your N-400.

Part 1. Information About Service Member

_____ 2. = DoD number on military I.D.

Part 3. Certifying Official Attestation

_____ Must be completed and signed by an O-6 / G-15 or higher.

III. N-400, APPLICATION FOR NATURALIZATION: <https://www.uscis.gov/n-400>

Part 1. Information About Your Eligibility

_____ Select “E,” applying based on military service during a period of hostilities even if you meet another eligibility criteria.

Part 2. Information About You

_____ 2. refers to any other names you have used, e.g. a maiden name.

_____ 12.a. select “yes,” and provide your SSN in 12.b. so USCIS can update Social Security

Part 4. Information About Your Residence

_____ Physical Address = FGAV, where you are **now**.

_____ From = date you left to BCT.

_____ Prior addresses for the last **five years**, starting from present, going back in time.

_____ No gaps.

_____ Include addresses outside of US.

_____ If you have more addresses, list them in Part 14.

Part 5. Information About Your Marital History

_____ Current and former spouses, even if they are in another country.

Part 6. Information About Your Children

_____ List all biological and stepchildren, even if they are living in another country.

Part 7: Information About Your Employment and Schools You Attended

_____ For the last **five years**, starting from present, going back in time.

_____ Start with “US Army,” “From” = date you signed your enlistment contract; “Occupation” = “Soldier.”

_____ No gaps.

_____ Overlap is okay. For example, if you are also a student and/or NG or RC with a civilian job, “To” date still = “Present.”

_____ Must list periods of unemployment, even if brief.

_____ If you have more jobs/schools, list them on Part 14.

Part 8. Time Outside the United States

_____ Do not complete this section because you are applying under eligibility category “E.”

Part 9. Additional Information About You (EVER = anytime in your life).

_____ 8.a. Ever been a member of...military or police unit? = “Yes” because you are currently in the military. List US Army on Part 14 and the date you enlisted to the present.

_____ 8.b.—11. Ever been a member of...a group that carried weapons...? = No.

_____ 12. Ever had weapons training = “Yes” because you received weapons training in BCT and AIT.

_____ 15.a.—15.b. Ever committed an offense or been cited = “No” if your only citations/offenses are traffic related. Only answer “Yes” if the traffic incident involved alcohol or drugs; led to your arrest; or you seriously injured another person.

_____ 22.c. “Yes” because you are in the military. You can find your selective service registration on: <https://www.sss.gov/Home/Verification>.

_____ 25.—26a. = “Yes” because you are currently in the military.

_____ 26.b. Notify USCIS immediately if you are deploying or have overseas orders in the next three months.

_____ 35.—37. Most likely = “Yes” since you are in the military.

Part 10. Request for a Fee Reduction

_____ 1. Answer “No” because there is no N-400 fee for applicants under eligibility category “E.”

Part 11. Applicant’s Statement, Certification, and Signature

_____ List contact information, sign, date, and **STOP** unless you have additional information to list in Part 14. The rest of the N-400 should be blank.

IV. GENERAL INFORMATION / FAQs

- How do I make an appointment so an attorney can review my N-400 packet before I file it?
 - Ask your DS to call CSD (804-765-1500) and make an appointment for you.
- How long will it take USCIS to process my application?
 - <https://egov.uscis.gov/processing-times/> and select N-400 to view waiting times.
- Who can I sponsor and when?
 - Lawful Permanent Residents (LPRs) can sponsor spouses and unmarried children: <https://www.uscis.gov/family/family-green-card-holders-permanent-residents>.
 - U.S. citizens, including naturalized citizens, can sponsor more categories of family members: <https://www.uscis.gov/family/family-us-citizens>.
- Can I just go to USCIS Norfolk for biometrics?
 - No, do not go to USCIS in person unless they give you an appointment.
- What do I do when I leave FGAV?
 - Notify the Military Help Line at 877-247-4645 or militaryinfo@uscis.dhs.gov immediately so they can update your address in their system.