

APPENDIX E - ACCEPTABLE VETERAN VERIFICATION DOCUMENTS

PART I. SUPPORTING DOCUMENTATION FOR VETERANS.

1. **Supporting documentation of veteran status.** Show that the applicant is the descendent of a wartime U.S. military veteran who served honorably on active duty during at least one of the periods of war officially designated as eligibility dates for American Legion membership they must provide the following documents as proof.
2. **Minimum requirements of documentation.** All documents for veterans must show proof of honorable service on federal active duty during the designated periods of service. While documents may have personally identifiable information redacted such as birth date, social security number, service number, or serial number; however, information such as name, period of service, branch of service, and characterization of service must be legible for the document to be valid.
 - a. **Period of service.** The veteran from whom the applicant is descendent must have served on federal active duty in the United States Armed Forces between April 6, 1917 to Nov. 11, 1918 or since December 7, 1941, and have been honorably discharged or are still serving.
 - b. **Service on federal active duty.** The American Legion recognizes multiple means of fulfilling the active-duty statute. Members of the reserve component of a service branch or a member of the national guard are not eligible. The service-member must service on active-duty for at least one day.
 - i. Members of the armed forces as outlined in title 10 U.S. Code.
 - ii. Members of the U.S. Coast Guard as outlined in title 14 U.S. Code, Subtitle II.
 - iii. Members of the U.S. Merchant Marines as outlined in title 46 U.S. Code, Subtitle V between December 7, 1941 to December 31, 1946.
 - c. **Characterization of service.**
 - i. A service-member, who did not die on active-duty, when released from service has his/her period of service characterized. This *character of service* determines your eligibility for benefits. There are 6 types of *discharge of character* listed on military discharges:
 - (1) *Honorable or Under honorable conditions*
 - (2) *General under Honorable Conditions*
 - (3) *Other than Honorable (OTH)*
 - (4) *Bad Conduct (BCD)*
 - (5) *Dishonorable (DD)*
 - (6) *Entry Level (ELS) or Non-Characterized.*
 - ii. The service Characterization of *Honorable* or *General under Honorable Conditions* are the

only acceptable characterization for descendants of eligible veterans for this scholarship.

iii. For those who die on active-duty, characterization of service is not a required component.

3. Acceptable Documentation. A complete listing of acceptable documents is shown in table E-1 and E-2 below.

4. Means of assistance in obtaining documentation. There are many approaches in obtaining documentation that has been lost or from family members who are deceased.

- a. Many certificates of discharge prior to 1979 do not appear to be "official" documents as many were typed onto a sheet of paper. If you are unsure if it is an official document, please ask your American Legion service officer. Department Service Officers are listed by state at www.legion.org/serviceofficers/.
- b. The National Archives and Records Administration at www.archives.gov/veterans/military-service-records/index.html.
- c. The County Clerk and Records Office where the veteran resided.
- d. The funeral home may have kept a copy if military honors were provided.
- e. Monument company if VA headstone or marker was ordered.
- f. If the veteran had utilized a VA Home Loan there may be a copy of the DD form 214 with the title documentation.
- g. Veterans who have signed up for EBENEFITS through the Veterans Administration may be able to obtain a printable copy from www.ebenefits.va.gov/ebenefits-portal/ebenefits.portal.
- h. The State Director of Veterans Affairs may have received a copy of the veteran's DD form 214 at the time of discharge from military service. This will be specific to the state that is the veteran's home of record.

PART II. SUPPORTING DOCUMENTATION FOR CURRENT ACTIVE-DUTY STATUS.

1. Minimum requirements of documentation. All documents for active-duty service-members must show proof of service on federal active duty.

2. Documents include:

- a. Current, unexpired, military ID Card – DoD Common Access Card. While the service number and birthdate may be redacted, the other information must be legible.
- b. Current Leave and Earning Statement (LES) within 6 months old. While the service number, amounts listed in entitlements, deductions, allotments, or summary may be redacted as well as bank details or the specifics of allotments; information such as the name, pay date, ETS, branch, period covered, and the pay types in entitlements and deductions blocks must be visible.
- c. Memorandum from current commanding officer indicating that the service-member is currently on active-duty and in good standing.

The documents listed below may be used to establish honorable active military service as required for the Samsung American Legion Scholarship

Form	Title
DA 1569	Transcript of Military Record
DD 2A	Armed Forces Identification Card (Active)
DD 2AF	Armed Forces Identification Card (Active)
DD 2CG	Armed Forces Identification Card (Active)
DD 2MC	Armed Forces Identification Card (Active)
DD 2N	Armed Forces Identification Card (Active)
DD 2NOAA	Armed Forces Identification Card (Active)
DD 2 (Retired)	US Uniformed Services Identification Card
DD 13	Statement of Service
DD 214 ***	Certificate of Release or Discharge from Active Duty
DD 217	Discharge Certificate
DD 256A *	Honorable Discharge Certificate
DD 256AF *	Honorable Discharge Certificate
DD 256CG *	Honorable Discharge Certificate
DD 256MC *	Honorable Discharge Certificate
DD 256N *	Honorable Discharge Certificate
DD 257A *	General Discharge Certificate
DD 257AF *	General Discharge Certificate
DD 257CG *	General Discharge Certificate
DD 257MC *	General Discharge Certificate
DD 257N *	General Discharge Certificate
DD 303	Certificate in Lieu of Lost or Destroyed Discharge
DD 303AF	Certificate in Lieu of Lost or Destroyed Discharge
DD 303CG	Certificate in Lieu of Lost or Destroyed Discharge
DD 303MC	Certificate in Lieu of Lost or Destroyed Discharge
DD 303N	Certificate in Lieu of Lost or Destroyed Discharge
DD 1300	Report of Casualty
ADJ 545	Discharge Certificate
Army DS ODF	Honorable Discharge from the United States Army
AGO 525	Discharge Certificate
AGO 755	Discharge Certificate
AGO 01252	Discharge Certificate
AGO 01254	Transcript of Military Record
AGO 01502	Discharge Certificate
WD AGO 53	Enlisted Record and Report of Separation Honorable Discharge
WD AGO 53-55	Enlisted Record and Report of Separation Honorable Discharge
WD AGO 53-58	Enlisted Record and Report of Separation General Discharge
WD AGO 53-90	Certificate of Service
WD AGO 53-98	Military Record and Report of Separation Certificate of Service
WD AGO 55	Honorable Discharge from The Army of the United States
WD AGO 280	Certificate of Service, AVS
WD AGO 525	Honorable Discharge from the United States Army
WD AGO 755	Honorable Discharge, Women's Army Auxiliary Corps

Table B-1 Listing of acceptable documents, part 1.

WD AGO-729	Honorable Discharge from Army of the United States of America
WD AGO 01502	Certificate in Lieu of Lost or Destroyed Discharge Certificate
WD AGO 01504	Discharge Certificate
Bureau of Investigation No. 6	Discharge Certificate
Bureau of Investigation No. 53	Discharge Certificate
Bureau of Investigation No. 118	Discharge Certificate
Bureau of Investigation No. 213 **	Discharge from U. S. Naval Reserve Force
Form No. 6 U.S.N.	Discharge Certificate
Navy (No number)	War Service Certificate
NAVCG-553	Notice of Separation from U.S. Coast Guard
NAVCG-2510	Honorable Discharge, U.S. Coast Guard
NAVMC-455	U.S. Marine Corps Certificate of Service, in Lieu of Lost or Destroyed Discharge Certificate
NAVMC 70-PD	Honorable Discharge, U.S. Marine Corps
NAVMC 78-PD	U.S. Marine Corps Report of Separation
NMC 258 A&I	Discharge Certificate
NMC 2571 A&I	Honorable Discharge, U.S. Marine Corps
NAVPERS-553	Notice of Separation from U.S. Naval Service
NAVPERS-563	Navy Discharge-Notice of Separation from U.S. Naval Service
NAVPERS-566	Standard Statement of Service
NAVPERS-660	Honorable Discharge from U.S. Navy
NAVPERS-661	Certificate of Discharge, U.S. Naval Service
NAVPERS-663B	Discharge Certificate
NGB 22 ****	Report of Separation and Record of Service, Departments of the Army and the Air Force, National Guard Bureau
GSA 6851	Service Information
GSA 6954	Certificate of Military Service
NAR 529	Certification of Military Service
NA 13038	Certification of Military Service
NA 13041	Statement of Service
VA Adjudication 545	Summary of Record of Active Service
VA 3101	Request for Army Information
	Official Retirement Order
	Official Retirement Register
	Reserve Retirement Eligibility Benefits Letter
	Verification of Service letter from the VA
	Summary of Military Service Record From various states

* Forms DD 256 and DD 257 must indicate a period of active duty service dates to be a valid document for eligibility determination purposes.

** Valid only if active duty service dates are indicated.

*** The DD Form 214 has been issued by all military services since January 1, 1950. Before January 1, 1950, several similar forms were used by the military services.

**** NGB Form 22 can be used to verify eligibility if it indicates prior active federal service other than for training or a minimum of 20 years total service for pay.

Table B-2 Listing of acceptable documents, Continued.