

Citizenship Filing Instructions for Green Card Holders  
(Lawful Permanent Resident (LPR) and Conditional Lawful Permanent Resident (CPR) Army  
Enlistees) Prior to Shipping to Basic Combat Training

[This instruction sheet is to be provided to green card holders (LPR & CPR) enlistees when they  
contract]

Dear Green Card Holder (LPR or CPR) enlistee,

Welcome to the United States Army! You are either a Lawful Permanent Resident (LPR) or a Conditional Lawful Permanent Resident (CPR) who has enlisted in the US Army. As a non-US citizen enlisting in wartime, you are eligible to apply for naturalization under Immigration & Nationality Act Section 329 on your first day of active duty, if you so desire. The Army wants you to obtain your U.S. citizenship so that you can use your skills to achieve the Army mission. Obtaining US citizenship will allow you to move into more responsible jobs, open up new career fields, and even allow you to become an officer.

The Army does not decide, however, whether you can become a US citizen. You must file Form N-400, Application for Naturalization (citizenship) with United States Citizenship & Immigration Services (USCIS), part of the US Department of Homeland Security (DHS). USCIS must process your application and decide whether it can be approved.

United States Citizenship and Immigration Services (USCIS) works with the Army to process citizenship applications during Basic Combat Training (BCT). USCIS and the Army will try to ensure that all non-citizen Soldiers take their oath of citizenship prior to or concurrent with graduation from BCT. USCIS officers are present at each of the five BCT sites on a weekly basis to collect citizenship packets, interview and test Soldiers, and administer oaths. Soldiers should bring a completed citizenship packet to BCT and be prepared to take the citizenship test there. Please note that neither USCIS nor the Army guarantees any Soldier US Citizenship, or that the Soldier will receive citizenship prior to graduation from BCT. If you want to file your naturalization application on your first day of active duty so that you can potentially graduate from BCT as a US citizen, rather than waiting until you get to your first duty station, please do the following:

- 1) Read the "Soldier's Guide to Citizenship Application" that can be found at <https://www.hrc.army.mil/site/Active/index2.asp>. You will follow the general instructions in the Soldier's Guide, with some special modifications.
- 2) You may go to a USCIS Application Support Center (ASC) for fingerprinting *without an appointment* before you ship to Basic Combat Training (BCT). There is no fee for this process. You should take a copy of your enlistment contract or your military ID (and the "Fingerprint Notification" located at the end of this document) with you to the ASC. You can find the closest ASC at [www.uscis.gov/asc/locator](http://www.uscis.gov/asc/locator). If you cannot go to an ASC for fingerprinting, USCIS may also be able to take your fingerprints during BCT.
- 3) Go to the USCIS website at [www.uscis.gov](http://www.uscis.gov) and read the instructions for filing Form N400 and Form N426 (this form will be certified at BCT) Please note that Form G325B is not longer required. Complete and print these forms according to the instructions. Do not sign or date any of the forms; you will bring them with you to BCT, where you will sign and date them. \*\*Note: Your "Service number" is your Social Security number.

- 4) Obtain two passport-style photos as described in the Soldier's Guide.
- 5) Prepare a cover letter to go with your application (a sample cover letter is at the end of this document).
- 6) Put the cover letter, N400, N426, and passport photos in a large envelope. Write "Military Naturalization Applicant" on the outside of the envelope in large block letters. Do not seal the envelope. Bring the packet with you to BCT.
- 7) During the naturalization process, you will be tested on your knowledge of the English language and knowledge of U.S. government and history ("civics"). Visit [www.uscis.gov/newtest](http://www.uscis.gov/newtest) to find information about the test requirements and to download study materials. You should arrive at Basic Training with your citizenship packet complete and ready for the interview and test.

There is no fee for filing a military naturalization package. Once the package is filed, USCIS will send you a receipt (Form I-797) and begin processing your application. Be sure to follow any instructions from USCIS that you receive. Also be sure to use a good mailing address when you file your application, and notify USCIS immediately at the Military Help Line by calling 1-877-247-4645 or by e-mailing [militaryinfo.nsc@dhs.gov](mailto:militaryinfo.nsc@dhs.gov) if your address changes, so that you will receive any notices that USCIS sends to you. Please include your BCT location and/or address, if known.

If you have additional questions about the processing of your naturalization application, please see your installation Legal Assistance Office, or contact one of the resources listed in the Soldier's Guide.

Good luck with the citizenship application process, and with your future career in America's Army.

**CAUTION:** Due to the Child Citizenship Act of 2000, some Lawful Permanent Residents and Conditional Lawful Permanent Residents have already become US citizens and may not be aware of this fact. If you obtained your "green card" (lawful permanent residence or conditional lawful permanent residence) before you turned eighteen (18) and if one of your parents is a US citizen by birth or naturalization, we recommend that you consult an immigration lawyer or JAG Legal Assistance attorney before filing your N400. You may already be a US citizen under the Child Citizenship Act, or some other law. If you are already a US citizen, then you should not file an N400. Please seek legal assistance if this law might apply to you.

<b>FINGERPRINT NOTIFICATION</b>	<b>NOTICE DATE</b>
<b>CASE TYPE</b> N-400 Application for Naturalization	<b>CIS A#</b>
<b>APPLICATION NUMBER</b> <b>Department of Defense Referral</b>	<b>PAGE</b> 1 of 1
<b>APPLICANT NAME AND MAILING ADDRESS</b>	
<p>To process your application, USCIS must take your fingerprints and have them cleared by the FBI.</p> <p><b>PLEASE APPEAR AT THE AUTHORIZED USCIS FINGERPRINT FACILITY LISTED BELOW AT THE DATE AND TIME SPECIFIED.</b></p>	
<b>AUTHORIZED USCIS FINGERPRINT FACILITY</b>  www.uscis.gov/asc/locator	<b>DATE AND TIME OF APPOINTMENT</b>
<p><b>WHEN YOU GO TO THE AUTHORIZED USCIS FINGERPRINT FACILITY TO HAVE YOUR FINGERPRINTS TAKEN, YOU MUST BRING:</b></p> <p><b>1. THIS APPOINTMENT NOTICE</b> and</p> <p><b>2. PHOTO IDENTIFICATION</b>—Your Alien Registration card if you have one. If you do not have an Alien Registration card, bring a passport, visa, driver's license, State issued photo ID, or other equivalent document and be prepared to explain why you do not have an Alien Registration card.</p> <p><b>3. ENLISTMENT CONTRACT or Military ID</b> – If you have not shipped to Basic Training yet and have not received a military ID card, you must bring your enlistment contract to the ASC. If you appear without the required documents, you will not be fingerprinted.</p>	
<p align="center"><b>WARNING!</b></p> <p><i>Due to the limited availability of seating at authorized USCIS fingerprint facilities, only persons who are necessary to assist you with transportation or completing the fingerprint worksheet should accompany you.</i></p>	

## COVER LETTER FOR NATURALIZATION APPLICATION

YOUR MAILING ADDRESS

DATE

MEMORANDUM FOR U.S. CITIZENSHIP AND IMMIGRATION SERVICES,  
NEBRASKA SERVICE CENTER, PO BOX 87426, LINCOLN, NE 68501-7426

SUBJECT: Application for Citizenship of (put Soldier's Name and Alien Number here

1. The enclosed Soldier's application for citizenship contains the following documents:

\_\_\_\_ Form N-400, completed and signed.

\_\_\_\_ Two passport style photographs.

\_\_\_\_ Form N-426, signed and certified.

\_\_\_\_ Other documents (If any other document(s) listed in Appendix A of this Guide applies (apply) to this Soldier, list it (them) here.).

2. The following contact and interview information applicable to this Soldier includes but is not limited to the following items:

Soldier's e-mail address(es):

Soldier's preferred interview site, IF other than the USCIS interview site nearest the training installation.

Civilian U.S. mailing address (IF the Soldier has a relative or friend in the U.S. who is willing and can be trusted to forward mail to the Soldier):

(signature)

Encl

FULL NAME