



NAVY PAY AND PERSONNEL SUPPORT CENTER OPS ALERT

Ser: 028-25

PROCEDURE UPDATE: CHANGE IN APPROVAL FOR SECONDARY DEPENDENCY STUDENT PROCESS

Release Date: 10/31/2025 Effective Date: Immediately

BLUE: Effective immediately, all secondary dependency requests for children under 23 who are enrolled in higher education must be approved by the Defense Finance and Accounting Service (DFAS). These requests will no longer be approved at the Transaction Service Center (TSC) level. Sailors wanting to claim their adult student children as dependents for BAH purposes must submit an approval letter from DFAS before receiving BAH for that dependent.

DISCUSSION: MPA 09-25 provides updates to secondary dependency procedures, and a significant change is that dependency determinations for children under age 23 enrolled in higher learning is now approved by DFAS, and no longer TSCs. That change will be incorporated into future revision of DoD 7000.14-R Volume 7A, Chapter 26, Table 26-10, Rule 2.

Service members can find application procedures for Secondary Dependency Student process on the DFAS website: <https://www.dfas.mil/MilitaryMembers/SecondaryDependency/SDC/Secondary-Dependency-Student/>

As a reminder all Service members who claim Secondary Dependency status are required to recertify their dependents with DFAS-CL annually. Service members approved prior to this date must submit their secondary dependency application to DFAS-CL at the earliest opportunity to ensure continuation of entitlements beyond one year from the last approval date.

WHAT THIS MEANS TO YOU:

-  **Service Members:** Secondary Dependency is your responsibility. If you are claiming a Secondary Dependent (to include children under age 23 enrolled in higher learning), you must have an approved request from DFAS-CL and it must be recertified annually.
-  **CPPAs:** CPPAs will familiarize themselves with the Secondary Dependency application process and provide guidance as necessary to Service members requesting this entitlement.
-  **CPPAs:** Ensure Service members are aware of the need to apply for secondary dependency via DFAS and to recertify annually to prevent interruption of entitlements.
-  **CPPAs:** Find your RSC contact information on the [MyNavy HR CPPA Resources Page > RSC Contacts](#). Find RSC Training Schedules and additional info on the [RSC SharePoint Pages](#).
-  OPS ALERTS, PERSPAY SOPs, eCRM Case Routing Guidance ([eCRM Library](#)) and CPPA Resources can be found on the [MyNavy HR CPPA Resources Page](#).

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POC:

Refer to your RSC for questions.

Find your RSC contact information on the [MyNavy HR CPPA Resources Page > RSC Contacts](#).