

# **TSA Pre** ✓ <sup>™</sup> **Frequently Asked Questions**

## I. FAQs

## 1. What is my DoD ID number and where can I find it?

A DoD ID number is a 10 digit number that may be found on the back of Common Access Cards (CAC) (see Figure 1). It is **NOT** your Social Security Number. If your CAC still displays your social security number (SSN), you may find your DoD ID number by signing in and selecting "My Profile" on the milConnect website (https://www.dmdc.osd.mil/milconnect).



Figure 1: DoD ID number on Back of CAC

# 2. Is there something printed on my boarding pass that indicates that I am pre-approved for TSA Pre ✓ <sup>™</sup>?

Boarding passes have TSA Pre  $\checkmark$ <sup>TM</sup> eligibility information embedded in the barcode and when scanned on the boarding pass scanner system, it will indicate if the traveler is eligible to use the TSA Pre  $\checkmark$ <sup>TM</sup> security lanes. Some participating airlines print a Pre  $\checkmark$ <sup>TM</sup> approved indicator on the boarding pass, while others do not. However, if you used your DoD ID number as the "Known Traveler Number," you may proceed to a dedicated Pre  $\checkmark$ <sup>TM</sup> security lane to check eligibility.

For more information on how airlines display eligibility, go to: <u>http://www.tsa.gov/tsa-precheck/tsa-precheck-how-it-works.</u>

# 3. Can I still participate if I make my reservations through a CTO?

Yes. When the CTO asks you to verify your Secure Flight Personal Information (full name, birthdate, gender), provide your DoD ID number as the Known Traveler Number. CTOs are not required to ask travelers for their Known Traveler Number but will enter it in the reservation if the traveler volunteers the information.

# 4. Will DTS prompt me to enter a Known Traveler Number?

Yes. DTS will prompt you to verify your TSA Secure Flight information every time you make an airline reservation. When the TSA Secure Flight Information box appears, enter your DoD ID number in the Known Traveler field and click Save My TSA Information. To save your DoD ID number as your Known

Traveler Number in your personal profile, complete the Known Traveler Field and check the box that says "Save changes to permanent traveler information". Then, click the Save TSA Information button.

#### 5. Do I have to have my DoD ID number in my DTS profile to participate?

No. DTS will prompt you each time you make an air reservation to verify your TSA Secure Flight information. It is on this screen where you can enter your DoD ID in to the Known Traveler field. Saving your DoD ID number as part of your profile will prevent you from having to enter it each time you make an airline reservation. It also ensures that it is included in all future reservations. It is important to note that updating your profile with your DoD ID number will only qualify you for expedited screening for new reservations; it does not apply to existing reservations.

#### 6. How do I update my DTS profile?

To update your profile, log in to DTS and select *Traveler Setup* > *Update Personal Profile* from the tabs at the top of the DTS Welcome screen. Then, select *My TSA Information* from the profile update from the links at the top. Enter your DoD ID number in the Known Traveler Field and click *Update Personal Profile* button (see Figure 2).

Ay TSA Information		
My Profile > My Additional Info	emation > My Preferences > My Account Info	ernation
		Update Personal Information
TSA Secure Flight Information		
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Figure 2: Update Personal Profile Information Screen

DTS will also prompt you to verify your TSA Secure Flight information every time you make an airline reservation (Figure 3). To save your DoD ID number as your Known Traveler Number in your personal profile, complete the Known Traveler Field and check the box that says "*Save changes to permanent traveler information*". Then, click the *Save TSA Information* button.

	Travel/Ticket Ider	ntification Informatio	on		
	TSA Secure Flight Information				
	The Transportation Security Administration of the U.S. Department of Homeland Security requires us to collect information from you for purposes of watch list screening, under the authority of 49 U.S.C. section 114, and the Intelligence Reform and Terrorism Prevention Act of 2004. Providing this information is voluntary; however, if it is not provided, you may be subject to additional screening or denied transport or authorization to enter a sterile area. TSA may share information you provide with law enforcement or intelligence agencies or others under its published system of records notice. For more on TSA Privacy policies, or to view the system of records notice and the privacy impact assessment, please see TSAs Web site at www.tsa.gov.				
	issued identification card	tion below to EXACTLY match the document the traveler will be do not include suffixes (e.g., J	using at airport security.		
	* First Name:				
	Middle Name:		Check if no Middle Name		
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DTS profile	Save changes to permanent traveler information				
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Figure 3: Verify TSA Secure Flight Information Pop-Up Box

#### 7. Can I still participate if I have existing reservations?

This only applies to new reservations. If you update your DTS profile with your DoD ID Number, it will only apply to new reservations, not existing reservations.

# 8. After December 20, can I still present my CAC to the TSA Document Checker to participate in the program as I do now?

Maybe. Only ten airports have the ability to scan and verify a CAC and TSA is working to phase out that qualification process by March 31, 2014. It is best to include your DoD ID number in your reservation if you want to participate in the program.

#### 9. Can I use this program for leisure travel?

Yes. To participate, Service members must include their DoD ID number as the Known Travel Number when making reservations through an airline or travel website. Travelers may also be able to save their DoD ID Number as part of their frequent flyer program profile. For more information on how to do this, contact your frequent flyer program.

#### 10. If my family is traveling with me, can they also go through the $Pre \checkmark m$ lanes?

Family members ages 12 and under traveling with an eligible Service member/civilian can process through expedited screening as well. However, family members 13 and older must go through regular security lines or may apply for a TSA Trusted Traveler program (for a fee).

#### 11. Do all airports have Pre ✓ <sup>™</sup> lanes?

TSA Pre  $\checkmark$  m is currently available for passengers traveling on Alaska Airlines, American Airlines, Delta Air Lines, Hawaiian Airlines, United Airlines, US Airways and Virgin America. For a list of participating airports and terminals, please visit the TSA Pre  $\checkmark$  m <u>Participating Airports</u> page.

#### 12. Do Service members need to be in uniform or on official travel to participate?

No. Service members do not need to be in uniform or on official travel to take advantage of expedited screening benefits. They just need to include their DoD ID number as the Known Travel Number when making reservations.

#### 13. If I already have a Known Traveler Number, can I continue to use that number?

Yes. You may continue to use the Known Traveler number that you were given when you paid to participate in a Trusted Traveler program. However, when it comes time to renew your membership, you may want to use your DoD ID number as your Known Traveler Number instead since there is no fee for using it to use TSA Pre ✓ <sup>™</sup> lanes.