



DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
5720 INTEGRITY DRIVE
MILLINGTON, TN 38055-0000

BUPERSINST 1900.8D CH-1

PERS-8

25 JAN 2011

BUPERS INSTRUCTION 1900.8D CHANGE TRANSMITTAL 1

From: Chief of Naval Personnel

Subj: CERTIFICATE OF RELEASE OR DISCHARGE FROM ACTIVE
DUTY (DD 214/DD 214C/DD 214WS AND DD 215)

Encl: (1) Revised page 22 of enclosure (1)

1. Purpose. To transmit new page 22 of enclosure (1) which reflects change of organizational title and new office address for U.S. Citizens and Immigration Services.

2. Action. Remove page 22 of enclosure (1) and replace with enclosure (1) of this change transmittal.

A handwritten signature in cursive script, reading "D. P. Quinn for".

D. P. QUINN

Rear Admiral, U.S. Navy

Deputy Chief of Naval Personnel

Distribution:

Electronic only, via BUPERS Web site

<http://www.npc.navy.mil/>

25 JAN 2011

b. Official Record Copy (Number 2). Forward copy number 2 to NAVPERSCOM (PERS-312). As capabilities evolve, electronic submission of the DD 214 is the preferred method. Continue forward hard copies until electronic submission capabilities exist.

(1) For separating officers, attach the original DD 2648 (Active Duty) or DD 2648-1 (Reserve Component members released from Active Duty) Preseparation Counseling Checklist, a copy of the officer's separation orders and endorsement, a copy of the separation physical (DD 2808 and DD 2807-1), and any required NAVPERS 1070/613 entries. Ensure the DD 214 is the top document.

(2) For officer candidate or midshipman discharged with an entry-level separation, submit with Midshipman Oath of Office, separation orders and endorsement, documentation authorizing discharge, and other service record documents. Ensure the DD 214 is the top document.

(3) For naturalized Service member(s) separated with an Under Other Than Honorable Conditions characterization of service before serving honorably for 5 years, forward locally reproduced copy 2 to:

USCIS Field Operations Directorate
111 Massachusetts Avenue, NW, Suite 2100
Washington, DC 20529

c. Department of Veterans Affairs Data Processing Center Copy (Number 3).

(1) Personnel Released from Active Duty/Discharged/Retired/Transferred to the Fleet Reserve, forward copy number 3 in electronic format, if the capability to transmit and receive exists; otherwise mail to:

Department of Veteran Affairs
Data Processing Center (214)
1614 East Woodward St.
Austin, TX 78772