



# THE JBSA JURIST

VOLUME 2, ISSUE 4

APRIL 2016

## Pro Se Divorce

Both JBSA-Fort Sam Houston and JBSA-Lackland provide pro se divorce services to servicemembers and dependents. The phrase “pro se” means that you represent yourself, without the assistance of an attorney. If you meet certain eligibility criteria, JBSA legal personnel at Ft. Sam Houston and Lackland can provide you with the documents you need to complete a divorce.

The first step in the process is for one of the spouses (not both) to schedule an informational meeting with a Legal Assistance Attorney to discuss the divorce process. The attorney will give you a divorce questionnaire and eligibility form to complete and return to our office for processing. The legal office will prepare an Original Petition for Divorce, Waiver of Citation, and Agreed Final Decree of Divorce, and will schedule meetings between the client and the attorney as needed. You may also receive a map and directions to the courthouse, and will be asked to follow a checklist to ensure all steps are completed.

Eligibility for this program requires the following criteria be met:

- Neither spouse is represented by a private lawyer;
- One of the spouses has resided in the state of Texas for at least six months;
- One of the spouses has resided in the county where the case is filed for at least 90 days;
- No fault is asserted by either spouse;
- You and your spouse have agreed to the division of assets and debts;
- No children were born during the marriage, and neither spouse is pregnant;
- No real estate was purchased or refinanced during the marriage;
- No division of military retired pay is requested by the spouses;
- Both spouses are in complete agreement that they want a divorce, and both parties agree to sign the necessary documents prepared by the Legal Office; and
- The petitioning spouse must appear for a court hearing to finalize the case.

Even if you are not eligible to participate in this program, JBSA legal assistance personnel will provide legal advice about divorce to the extent they are able. If you would like general information about the divorce process or want to find out where to find free forms online, please schedule an appointment to meet with a Legal Assistance Attorney. For more questions regarding this program, contact Ms. Lori Stradford (JBSA-Lackland) at 671-4833 or Mr. Bivens at 808-0169 (JBSA-Fort Sam Houston).

**AREA DEFENSE COUNSEL**

*ADCs are experienced judge advocates outside the local chain of command to allow Airmen completely confidential legal advice for criminal and adverse matters.*

**Ft Sam Houston: DSN 471-9679**

**Lackland: DSN 473-2924/2926**

**Randolph: DSN 487-2274**

**SPECIAL VICTIMS' COUNSEL**

*SVCs are experienced, independent judge advocates who provide confidential legal advice to victims of sexual assault. They serve both restricted and unrestricted reporters, help victims understand their legal rights, and explain how the legal process works for processing sex assault claims.*

**JBSA (Lackland): DSN 473-4748**

**PREPARE FOR YOUR  
LEGAL ASSISTANCE APPOINTMENT**

**LOG ONTO: <https://aflegalassistance.law.af.mil>**

**Wills & Power of Attorney Powers of Attorney**

1. Click on tab "Legal Worksheets"
2. Complete worksheet for documents you wish to have created
3. Save your ticket number, then call the Legal Office for an appointment!
4. Please complete survey online

**Legal Assistance**

1. Click on tab "Legal Information"
2. If the information you are looking for is not listed, call the Legal Office for an appointment!
3. Please complete online survey!

**TO SCHEDULE AN APPOINTMENT CALL  
ONE OF THE OFFICES BELOW**

**JBSA-Ft Sam Houston**

502 FSG/JA  
2422 Stanley Road

*Legal Assistance Primarily by  
Appointment*

**Walk-in Hours**

Tues 0830-1030 All eligible clients  
Thurs 0830-1030 Active Duty only

**Will Executions**

Thurs 1330-1430

**Notary and Powers of Attorney**

Mon-Thurs 0730-1630  
Fri 0730-1200

**DSN 420-0169  
Comm: 210-808-0169**

**JBSA-Randolph**

502 SFLSG/JA  
1 Washington Circle, Bldg 202

*Legal Assistance Primarily by  
Appointment*

**Walk-in Hours**

Mon 1000-1100 Active Duty only

**Will Executions**

Fri 0900-1100 By appointment only  
Provide ticket number from the  
website when scheduling

**Notary and Powers of Attorney**

Mon-Fri 0800-1130 and 1300-1500

**DSN 487-6781  
Comm: 210-652-6781**

**JBSA-Lackland**

502 ISG/JA  
1701 Kenly Ave, Suite 134

*Legal Assistance Primarily by  
Appointment*

**Walk-in Hours**

Wed 0800-0930 All eligible clients

**Notary and Powers of Attorney**

Mon, Tues, Thurs, Fri 0800-1530  
Wed 0800-1230

**DSN 473-3362  
Comm: 210-671-3362**



**WISDOM - VALOR - JUSTICE**