

# DC DMV LIMITED PURPOSE CREDENTIAL PROCESS

**On May 1, 2014, the DC Department of Motor Vehicles (DMV) began issuing a Limited Purpose Driver License and Limited Purpose Identification Card.** The Limited Purpose credential requires a one-time validation of source documents when applying for your DC Limited Purpose credential. The driver knowledge and road tests will be required for all applicants applying for the Limited Purpose driver license. First time DC applicants must be a resident of the District of Columbia for at least 6 months. Applicants must have never been issued a social security number, previously been issued a social security number but no longer be eligible, or not be eligible for a social security number. The Limited Purpose credential may not be used for official federal purposes and will be marked to reflect this requirement.

**Effective August 2, 2016, no appointment is required to obtain a Limited Purpose credential.** DC DMV will accept walk-ins Wednesday through Saturday. Tuesdays will remain by appointment only. Tuesday appointments can be made online, and the hours and locations of our four service centers are available on our website at [www.dmv.dc.gov](http://www.dmv.dc.gov) or by calling 311 (or 202 737-4404).

## **Steps for Obtaining a Limited Purpose Identification Card**

- Step 1:** Collect your proof of identity, complete proof of SSN ineligibility form, proof of current DC residency and proof of 6-month DC residency as indicated from the lists below
- Step 2:** Choose to visit a DC DMV service center on a walk-in day OR make a Tuesday appointment for a Limited Purpose Identification Card at [www.dmv.dc.gov](http://www.dmv.dc.gov).
- Step 3:** Report to the DMV location with all of your necessary documents along with the \$20 ID card fee. Remember: if you chose the Tuesday appointment option, you must report to the appropriate DMV location on your appointment date and time.

## **Steps for Obtaining a Limited Purpose Driver License**

- Step 1:** Collect your proof of identity, complete proof of SSN ineligibility form, proof of current DC residency and proof of 6-month DC residency as indicated from the lists below
- Step 2:** Choose to visit a DC DMV service center on a walk-in day OR make a Tuesday appointment for a Limited Purpose Driver License at [www.dmv.dc.gov](http://www.dmv.dc.gov).
- Step 3:** Study our Driver Manual (located online at [www.dmv.dc.gov](http://www.dmv.dc.gov)) to learn the rules of the road in preparation for taking the knowledge test
- Step 4:** Report to the DMV location with all of your necessary documents along with the \$10 knowledge test fee and the \$20 Learner Permit fee. Remember: if you chose the Tuesday appointment option, you must report to the appropriate DMV location on your appointment date and time.
- Step 5:** If you do not pass the knowledge test, you must repeat steps 1 through 4. If you do pass the knowledge test, you will receive a Learner Permit
- Step 6:** After receiving Learner Permit, schedule a road test appointment online at [www.dmv.dc.gov](http://www.dmv.dc.gov)
- Step 7:** Practice on the road driving, with a licensed driver who is at least 21 years of age in the passenger seat with you, in preparation for your road test
- Step 8:** Report to our Brentwood Road Test Center on your road test appointment date and time with a validly registered and insured vehicle and a licensed driver who is at least 21 years of age. If you require interpreter services during the road test, please let the employee know when you arrive for the road test. There is a \$10 road test fee and a \$47 fee for the driver license or a \$20 provisional license fee if under 21 years old.

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**Step 9:** If you do not pass the road test, you are required to schedule another road test appointment. If you do pass the road test, you will obtain your driver license. (Note: If you are under the age of 21, you will be entered into our Gradual Rearing of Adult Drivers (GRAD) Program.)

## **Proof of Identity – Full Legal Name and Date of Birth**

**Must bring ONE (1) of the following source documents listed below and must be original:**

- Unexpired Passport
- Consular Cards
- Certified US Birth Certificate or Birth Certificate Card filed with a State Office of Vital Statistics (Original or Certified Copy)
- \*Letter with picture from Court Services and Offender Supervision Agency (CSOSA) or DC Department of Corrections (DOC) certifying name and date of birth, issued within 60 days of application (may only be used when obtaining ID card)

**OR**

**Must bring TWO (2) of the following secondary source documents listed below and must be original:**

- Foreign Birth Certificate (Original or Certified Copy)
- Unexpired Foreign Driver License or Identification Card
- Unexpired United States Military or Dependent Identification Card
- Certified School Records

If source documents are non-English from a foreign country, must attach an English translation from embassy or from certified translator.

## **Proof of Social Security Number Ineligibility**

An individual applying for a Limited Purpose driver license or Limited Purpose identification card must certify on the SSN Declaration Form that he/she has not been assigned a social security number, has been assigned a social security number but cannot establish legal presence in the United States at the time of application or is ineligible to obtain a social security number. The SSN Declaration Form is available online or when you visit for your Limited Purpose credential appointment.

## **Proof of Current District of Columbia Residency**

**You must bring TWO (2) of the following items listed below, must be original (which includes computer printouts for online bills) AND contain a valid DC address (P.O. Boxes not acceptable):**

- Utility bill (water, gas, electric, oil, or cable), with name and address, issued within the last 60 days (disconnect notices/bills are not accepted)
- Telephone bill (cell phone, wireless, or pager bills acceptable), reflecting applicant's name and current address, issued within the last 60 days (disconnect notices/bills are not accepted)
- Deed, mortgage, or settlement agreement reflecting applicant's name and property address issued within the last 60 days
- Unexpired lease or rental agreement with the name of the applicant listed as the lessee, permitted resident, or renter (may be a photocopy)

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- Unexpired Sublease accompanied by the original unexpired Lease with the name of the certifier as sub-lessor
- DC property tax bill issued within the last 12 months reflecting the applicant's name and property address
- Unexpired homeowner's or renter's insurance policy reflecting name and address
- \*\*Letter with picture from Court Services and Offender Supervision Agency (CSOSA) or DC Department of Corrections (DC DOC) certifying name and DC residency issued within the last 60 days
- \*DC DMV Proof of Residency Certification Form signed by the certifier residing at the residence AND a copy of certifier's unexpired DC driver license or DC identification card AND 2 proof of residency documents (i.e., utility bill, telephone bill, etc.) in the certifier's name.
- Bank/Credit Card/Investment Account Statement issued within the last 60 days reflecting name and address
- Official Mail—received from ANY government agency(with full name and address) to include contents and envelope received within the last 60 days, excluding mail from DC DMV (Change of Address Notifications from the Postal Service are NOT accepted)
- \*\*DC DMV-approved form from certified social service provider
- Medical Bill issued within the last 60 days reflecting name and address
- Student Loan Statement issued within the last 60 days reflecting name and address
- Home Line of Equity Statement issued within the last 60 days reflecting name and address
- Car/Personal Loan Statement (no coupon books/vouchers accepted) issued within the last 60 days reflecting name and address
- Home Security System Bill issued within the last 60 days reflecting name and address

\*Does NOT require a second source of residency document

\*\*May only be used to obtain an Identification Card and does NOT require a second source of residency document

## Proof of 6-Month District of Columbia Residency

**Source Documents (TWO required) - must be dated at least six (6) months prior to the DC DMV application date, be original (which includes computer printouts for online bills) AND contain a valid DC address (P.O. Boxes not acceptable):**

- Same documents as "Proof of Current District of Columbia Residency", but **MUST** be dated six (6) months prior to the DC DMV application date