

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.

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

Step 3: Report to the DMV location with all of your necessary documents along with the \$20 ID card fee

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

Step 3: Study our Driver Manual (located online at www.dmv.dc.gov) to learn the rules of the road in preparation for taking the knowledge test

Step 4: Report to a DMV location with all of your necessary documents along with the \$10 knowledge test fee and the \$20 Learner Permit fee

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

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 Deanwood 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.

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 Card

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- Unexpired United States Military or Dependent Identification Card
- 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
- Certified School Records

If you possess a non-English language source document from a foreign country, you must attach an English translation from your embassy or from a certified translator. The embassy translation must be on official embassy letterhead. Certified translator copies must have a certification stamp.

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 a DC DMV service center.

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).
- 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.

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- *DC DMV Proof of Residency Certification form signed within the last 60 days by the certifier residing at the residence AND a copy of the certifier's unexpired DC Driver license or DC identification card AND 2 proof of residency documents (1 primary and 1 secondary) in the certifier's name, and proof of relationship document if certifying for a qualified family member. Leases that stipulate authorized tenants cannot be used to certify individuals that are not permitted to reside at the residence.
- Official Mail—received from ANY government agency(with full name and address) to include contents 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.
- 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.
- Letter on official letterhead issued by DC Universities and Colleges registrar's office reflecting the customer's name and certifying the customer's on-campus address issued within the last 60 days.

*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

Steps for Converting DC REAL ID Driver License to a Limited Purpose Driver License

Step 1: Collect your DC DMV REAL ID, 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 above

Step 2: Choose to visit a DC DMV service center

Step 3: Report to a DMV location with all of your necessary documents along with the \$47 Driver License fee