

# Getting a Virginia Driver Privilege Card or Identification Privilege Card



A driver privilege card or identification privilege card is a credential for individuals who are non-U.S. citizens and cannot meet Virginia's legal presence requirements, making them ineligible to receive a standard or REAL ID-compliant driver's license or identification card in Virginia.

You may be eligible to obtain a driver privilege card or identification privilege card if you meet the following requirements:

- You are a non-U.S. citizen who is a resident of Virginia
- You have reported income from Virginia sources or are claimed as a dependent on a tax return filed in Virginia in the past 12 months
- If applying for a driver privilege card, your driving privilege cannot currently be suspended or revoked in Virginia or any other state, to include insurance-related infractions.

Driver privilege card applicants are not eligible for a commercial driver's license.

## Age Requirements

The minimum age for obtaining a driver privilege card is sixteen years and three months. To obtain a Virginia driver privilege card learner's permit, you must be at least fifteen years and six months. There are no age requirements to obtain an identification privilege card.

## Required Documents

Each time you apply for a driver privilege card or identification privilege card (or on each return visit until your credential is issued), you must present documents proving your eligibility.

You must show:

Proof of identity

- Two documents from List A, or
- One document from List A and one document from List B

Two proofs of Virginia residency

- Two from the primary list, or
- One from the primary list and one from the secondary list

Proof of your social security number or Individual Taxpayer Identification Number (ITIN)

Proof of reported income and deductions from Virginia sources or are claimed as a dependent on a tax return filed in Virginia in the past 12 months

Temporary documents and photocopies will not be accepted. All documents must be originals. **All documents will be subject to verification with the issuing entity, which may delay the issuance of your credential.** If you have official documentation, not listed below, that you believe meets DMV requirements, please present it to your local DMV office for review.

This list of acceptable documents may change without prior notice.

**Documents in a foreign language must be accompanied by a certified English translation by a professional translator in order to be accepted.**

If you possess a valid driver's license or driver privilege card from another state or country with which Virginia DMV has reciprocity, DMV may exchange your driver's license or driver privilege card for a Virginia driver privilege card. Upon issuance of a driver privilege card in the Commonwealth of Virginia, any driver's license, driver privilege card, commercial driver's license or identification card previously issued by another state must be surrendered and will be cancelled by the issuing state.

## Your Name

Make sure your name appears the same on all proof documents. If your middle name is not displayed, or only your middle initial appears on some of your documents, they may still be accepted. Nicknames will not be accepted. **If your name appears differently on your proof documents, you will be asked to present additional documentation to connect the names such as a marriage certificate or civil union documents filed with a government agency or court, divorce decree or court order.**

**Note: Marriage licenses and marriage certificates signed only by the wedding officiant (for example, a member of the clergy) will NOT be accepted.**

## Proof of Identity

You must present at least one document from List A. The second proof of identity may come from either List A or List B. Document(s) submitted from List A and B must show your full legal name. Documents submitted from List A must also show your date of birth.

### LIST A

(may not be expired more than 5 years and must include photograph):

- Driver's license, driver privilege card, identification card, or identification privilege card, with security features, issued by a U.S. state, U.S. territory or foreign country (temporary documents are not accepted)
- Foreign passport
- Employment Authorization Document (EAD)
- Consular identification document issued by country of citizenship
- U.S. Permit to Reenter Travel Document (I-327)
- U.S. B1/B2 Visa Border Crossing Card
- Refugee Travel Document (I-571)
- U.S. Active Duty/Retiree/Reservist/Dependent Military ID card (DD-2 or Common Access card)
- Transportation Workers Identification Credential (TWIC)
- U.S. Merchant Mariner's card
- U.S. Customs and Border Protection FAST card
- Veteran identification card issued by Virginia Department of Motor Vehicles

### LIST B

- Individual Taxpayer Identification Number (ITIN) Assignment Letter
- Official birth document issued by a foreign country
- Official tribal birth document issued by a tribe that is recognized federally or by the state of Virginia
- Unexpired Tribal Photo ID Card or tribal enrollment ID card issued by a federally recognized Indian tribe (must include photograph and date of birth)
- Marriage certificate filed with a government agency or court (marriage licenses and marriage certificates signed by the pastor, minister or clergy and not filed by a government agency or court will NOT be accepted)

- Divorce decree, certified by the issuing government authority
- Court order for adoption, name change or gender change. Must contain court seal. (Abstracts of criminal/ civil convictions are not accepted.)
- Certified copy of school records/transcript issued by a school accredited by a U.S. state, jurisdiction or territory (a report card is not accepted)
- U.S. Selective Service Card
- U.S. Military DD Form 214 or DD256
- Veteran Administration Identification card with photograph
- Social Security Administration Benefits Summary with name and date of birth
- Social Security Card
- Unexpired weapons or gun permit, including concealed carry permits, issued by federal, state or municipal government
- Federal electoral photo identification card
- USCIS Form I-797
- Government employee ID card (state, federal or local) with photo
- Federal, State or Local Offender Information Form
- Medical insurance card or documentation of medical insurance coverage or eligibility containing an insurance identification number including a Medicaid or Medicare card
- Proof of eligibility for or receipt of welfare benefits, including general assistance, temporary assistance for needy families and the supplemental nutrition assistance program with a copy of the Human Services Department

## Proof of Virginia Residency

You must present at least one document from the primary list of residency documents. The second proof of residency may come from either the primary list or the secondary list. Original documents must show your name and the address of your current Virginia residence as it appears on the application. Documents printed from an online account may be accepted. You must give a street address. **A post office box or business address is not accepted.**

However, if you do not want your address of residence to appear on your driver privilege card or identification privilege card, you may request that an alternate mailing address be displayed. This address must also be in Virginia and must be an address where you currently receive mail delivered by the U.S. Postal Service. If you change your residence address to one outside Virginia, your driver privilege card or identification privilege card will be canceled. Exceptions may be made for some individuals (see publication DMV 143 Re-Establishing your Virginia Residency).

## Primary Virginia Residency Documents

Applicants under age 19 can have a parent or legal guardian certify their Virginia residency. The parent or legal guardian must appear in person with the applicant and show proof of identification and two proofs of Virginia residency from the residency list.

- Deed, mortgage, monthly mortgage statement or residential rental/lease agreement
- U.S. Postal Service change of address confirmation form or postmarked U.S. mail with forwarding address label
- Virginia driver's license, commercial driver's license, driver privilege card, learner's permit, or DMV-issued ID card or identification privilege card displaying the applicant's current Virginia address (unexpired or expired for no more than one year)
- Cancelled check not more than two months old displaying the applicant's name and address (voided checks are not accepted)
- Certified copy of school records/transcript or official report card issued within the last year by a school accredited by a U.S. state, jurisdiction or territory
- Virginia Department of Education Certificate of Enrollment form
- Utility bill, not more than two months old, issued to applicant. Examples include gas, electric, sewer, water, cable or phone bill. (cellular phone bills are not accepted)
- Monthly bank or credit card statement not more than two months old
- Payroll check stub issued by an employer within the last two months
- Receipt for personal property taxes or real estate taxes paid within the last year to the Commonwealth of Virginia or a Virginia locality
- Annual social security statement for the current or preceding calendar year
- Current homeowners insurance policy or bill
- Current automobile or life insurance bill (cards or policies are not accepted)
- Medical or dental bill issued within the last two months
- Virginia Offender Information Form
- Approved Homeless Shelter Agreement
- Form I-797 Notice of Action issued by the United States Citizenship and Immigration Services (USCIS) within the past 12 months
- Restricted driver's license court order issued by a Virginia court within the past 12 months
- **Chafee Program Transition Plan signed by a Family Services Specialist within the past 12 months**

## Active duty military member assigned to a unit based in Virginia may present one of the following:

- Letter from commanding officer on official letterhead, with an original signature, stating that the applicant

resides onboard a ship docked in Virginia or in a barracks located in Virginia

- Orders from the U.S. military assigning the applicant to a military unit with a Virginia address
- Leave and Earnings Statement (LES) displaying Virginia as applicant's home of record

## Secondary Residency Documents

- Postmarked United States Postal Service (USPS) mail displaying the applicant's name and current address
- Official correspondence from a federal, state, or local government agency displaying the applicant's name and current address (DMV issued documents without postmarked envelopes are not accepted)
- Billing statement or other official document from a recognizable business or government agency displaying the applicant's name and current address

## Proof of Social Security Number or Individual Taxpayer Identification Number

Virginia law requires DMV to collect your social security number (SSN). Your SSN or Individual Taxpayer Identification Number (ITIN) will not be displayed on your Virginia credential. DMV will assign a customer number which will display on your credential. The proof of SSN or ITIN document you submit must display your name, and all nine digits of your SSN or ITIN.

- Social security card
- Individual Taxpayer Identification Number (ITIN) letter or ITIN card
- W-2 form
- Payroll check stub issued by employer that shows full Social Security number or Individual Taxpayer Identification Number
- SSA-1099 form
- Non-SSA-1099 form

## Proof of Reported Income and Deductions from Virginia Sources

Reported income and deductions must be verified with the Virginia Department of Taxation before your driver privilege card or identification privilege card can be issued. If you are a dependent, your parent/guardian must provide one of the forms below along with the corresponding federal tax return document listing you as a dependent.

- Virginia Resident Form 760 or VA760CG – Individual Income Tax Return filed in the past 12 months
- Virginia Part-Year Resident Income Tax Return Form 760PY filed in the past 12 months
- Virginia Nonresident Income Tax Return Form 763 filed in the past 12 months

## Proof of Name Change

If the name listed on your proof of identity document does not match the name you want to appear on your driver privilege card or identification privilege card you will need to present

document(s) that connect the name on the List A identity document to your current full legal name. If you currently hold a valid Virginia driver's license, driver privilege card, ID card, or identification privilege card, you must present it along with one of the documents listed below for proof of your name change. If you cannot present your Virginia issued credential, you must present one proof of identity from List A in addition to one of the documents listed below as proof of name change.

- Marriage certificate or civil union documents filed with a government agency or court. Note: Marriage licenses and marriage certificates signed only by the wedding officiant (for example, a member of the clergy) will NOT be accepted.
- Divorce decree if the decree states the change from married name to maiden name
- Court order granting the name change

### Driver Privilege Card Issuance

All first time driver privilege cards issued to individuals under age 18 will be sent to the Juvenile and Domestic Relations Court in your locality. The court will then notify you when and where to report for your licensing ceremony. A parent or guardian must attend the ceremony with you if you are under age 18 on the date of the ceremony. After completion of the ceremony, the court will distribute the driver privilege card to you.

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~~If you are under the age of 18 when your driver's license is issued, you may be required to attend a court licensing ceremony with your parent or guardian to receive your license. The Juvenile and Domestic Relations District Court in the jurisdiction where you live will mail you a notice if you are required to attend.~~

~~If the court does not require the ceremony, your driver's license will be mailed directly to you. For a list of courts/jurisdictions that require the ceremony, visit [www.dmv.virginia.gov/courts](http://www.dmv.virginia.gov/courts)~~

You may hold either a driver privilege card or an identification privilege card, but not both.

All documents will be subject to review, which may delay the issuance of your credential.

Applicants that have successfully completed the driver privilege card process will be issued a temporary driving permit (valid for 30 days). You will receive your driver privilege card in the mail within 7-10 days. Therefore, your address on file with DMV must be your current mailing address. The U. S. Postal Service will not forward your credential.

### Veteran Indicator

If you are a veteran of the U.S. armed services, you may be eligible to add a veteran indicator to your driver privilege card or identification privilege card. This indicator can serve as proof of veteran status to receive discounts from retailers and restaurants. For information on which retailers and restaurants offer discounts for veterans, visit the Virginia Department of Veterans Services (DVS) website at [www.dvs.virginia.gov](http://www.dvs.virginia.gov). To be eligible for the veteran indicator, you must have served in the U.S. Armed Forces and received an honorable or general discharge; hold an unexpired Virginia driver's license, commercial driver's license, driver privilege card, learner's permit, or a DMV-issued ID card or identification privilege card or be applying for one; and present DMV with a copy of a document (or combination of documents) that indicate branch of service, discharge date, and discharge status.

Acceptable documents to prove veteran status include:

- DD-214
- DD 256
- WD AGO
- NGB 22
- Military Retiree Card (DD-2)

For full eligibility requirements, visit [www.dmvNOW.com/](http://www.dmvNOW.com/) veteran indicator.

### Child Identification Privilege Card

A parent or a legal guardian can obtain a child identification privilege card for their child under age 15. Applicants for a child identification privilege card must appear in-person at a DMV customer service center.

A parent or legal guardian must present the following when applying:

- One identity document for the child
- Proof of the child's Social Security number (if they have been issued one) or their individual taxpayer identification number
- Proof of a parent or legal guardian's identification and two proofs of Virginia residency from the residency list

A child ID privilege card issued to an applicant under the age of 15 will be valid for four years, unless the applicant is 13 or older, then the applicant's ID privilege card will expire on their 16th birthday. While a child's first ID privilege card will expire on their birthday, all subsequent issuances will be valid for two years from the date of issuance.

In addition to serving as an identity document, the child's photograph is stored in DMV's database. If the child becomes missing, DMV can retrieve the image from the database and transmit it to law enforcement anywhere in the U.S.



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