

<b>TO GET AN</b> ↓	<b>YOU MUST</b> →	<b>ALSO Bring Your</b> ↓							<b>ADDITIONAL INFORMATION</b> (A \$30 enhanced document fee applies in addition to any fees noted below) A MCTD fee, based on county of residence, may also apply (see page 3)
		Bring Proof of SSN (see page 3)	Bring Proof of Name *	Bring Proof of Date of Birth *	Bring Proof of US Citizenship *	Bring Proof of Residency *	Pass Written Test	Pass Eye Test	
<b>Upgrade to an enhanced</b> license, permit or non-driver ID card from a current NYS document (no other changes)	✓	✓		✓	✓				There is a \$12.50 document processing fee for licenses and permits, \$5 for non-driver ID cards (no fee for an ID card if you are 62 or older AND collect SSI benefits - this also excludes the EDL fee).
<b>Enhanced learner permit</b> for the first time <b>Note:</b> This also applies if your license or permit is expired more than 2 years	✓	✓	✓	✓	✓	✓	✓	Social Security Card	New drivers receive a permit that can be valid for more than one year. Fee includes a \$10.00 application fee, a \$12.50 document processing fee and a license fee-total will not be more than \$120.00.
<b>Enhanced learner permit</b> (if NYS permit expired within 2 years.)	✓			✓	✓	✓	✓	Expired permit <u>or</u> proof of name* Social Security Card	Written test may be waived if you passed the last test within 2 years. If your permit expired more than 2 years ago, you must apply for a new permit. See above.
<b>Enhanced higher class</b> license or to add a license class. <b>Note:</b> If applying for a CDL, see form MV-44.5	✓			✓	✓	✓		Current license <u>or</u> proof of name* <i>(except Class D to E)</i>	An additional license amendment fee is charged if you upgrade to a higher class. You must obtain a learner permit and pass a skills test unless you are changing from a Class D to E. There is a \$40.00 skills test fee if you want a Class A, B, C or Non-CDL C (see page 4).
<b>Enhanced NYS license</b> in exchange for an <b>out-of-state license</b>	✓	✓	✓	✓	✓		✓	Out-of-state license Social Security Card	Both the written test and road test may be waived if you hold an out-of-state license that is valid or that expired within the last 12 months. The out-of-state license must have been in effect for six months to qualify for a test waiver (except CDL's). An out-of-state license must be turned in to obtain a New York license.
<b>Enhanced document</b> when replacing a lost, mutilated or stolen NYS license, permit, or non-driver ID card	✓	✓		✓	✓			Old document (unless lost or stolen)	There is a \$12.50 document processing fee for licenses and permits, \$5 for non-driver ID cards (no fee for an ID card if you are 62 or older AND collect SSI benefits - this also excludes the EDL fee).
<b>Enhanced document</b> and change your name	✓	✓(Proof of your new name)		✓	✓			Current license, permit, or ID card, <u>or</u> proof of former name*	You must present an original US marriage or US divorce record or court issued name change decree, <u>or</u> 6 points of ID in your new name. There is a \$12.50 document processing fee for licenses and permits, \$5 for non-driver ID cards (no fee for an ID card if you are 62 or older AND collect SSI benefits - this also excludes the EDL fee).
<b>Enhanced Senior License</b> (Change from NYS DJ or MJ to enhanced D or M license)	✓			✓	✓			Current license <u>or</u> proof of name*	If you are 17 years old, bring in your Driver Education Certificate of Completion (MV-285). There is a \$5.00 transaction fee.
<b>Enhanced License/ID card</b> while renewing your license/ID card in-person	✓			✓	✓		✓ License Only	Current license/ID card <u>or</u> proof of name*	If your license/ID card expired more than 2 years ago, you must apply for a new learner permit/ID card. If renewing a CDL, see form MV-44.5.
<b>Enhanced non-driver ID card</b> and you <u>never had</u> a license or permit, or your license or permit expired over 2 years ago	✓	✓	✓	✓	✓			Social Security Card	Exact fee will be determined when you apply for the ID card. Average fees are \$9 - \$10 for a 4-year card, and \$13-\$14 for an 8-year card. Applicants who are EITHER 62 or older OR SSI recipients are issued a 10-year card for \$6.50. Applicants who are BOTH 62 or older AND SSI recipients are issued a 10-year card for no fee (this also excludes the EDL fee).
<b>Enhanced non-driver ID card</b> and you have a NYS license or permit (current or expired within 2 years)	✓			✓	✓			License or permit <u>or</u> proof of name*	

**Use this page if you currently have an enhanced document.**

TO GET AN	YOU MUST →	Bring Proof of SSN (see page 3)	Bring Proof of Name *	Bring Proof of Date of Birth *	Bring Proof of US Citizenship *	Bring Proof of Residency *	Pass Written Test	Pass Eye Test	ALSO Bring Your	ADDITIONAL INFORMATION <i>A MCTD fee, based on county of residence, may also apply (see page 3)</i>
<b>Enhanced learner permit</b> (if enhanced permit expired within 2 years.)						✓	✓		Expired permit <u>or</u> proof of name*	Written test may be waived if you passed the last test within 2 years. If your permit expired more than 2 years ago, you must apply for a new permit. See page 1. There is an additional \$30.00 enhanced document fee.
<b>Higher class license</b> or to add a license class to an enhanced license  <b>Note:</b> If applying for a CDL, see form MV-44.5						✓ <i>(except Class D to E)</i>			Current license <u>or</u> proof of name*	You must obtain a learner permit and pass a skills test unless you are changing from a Class D to E. There is a \$40.00 skills test fee if you want a Class A, B, C or Non-CDL C (see page 4). An additional license amendment fee is charged if you upgrade to a higher class.
<b>Replacement</b> of lost, mutilated or stolen enhanced license, permit, or non-driver ID card		✓							Old document (unless lost or stolen)	Fee is \$17.50 for a replacement license or permit. The fee is \$8.00 for a non-driver ID card valid for either 4 or 8 years. For a 10-year non-driver ID card, the fee is \$6.50 (there is no fee if you are age 62 or older AND collect SSI benefits).  If your license or permit is stolen or destroyed as a result of a crime, bring the MV-78B form completed by the police agency or a letter from the police agency (fee may be waived for licenses and permits, but not for non-driver ID cards).
<b>Name change</b> on an enhanced document		✓ (Proof of your new name)							Current license, permit, or ID card, <u>or</u> proof of former name*	You must present an original US marriage or US divorce record or court issued name change decree, <u>or</u> 6 points of ID in your new name. There is a \$12.50 document processing fee for licenses and permits, \$5 for non-driver ID cards (no fee for an ID card if you are 62 or older AND collect SSI benefits).
<b>Enhanced Senior License</b> (Change from enhanced DJ or MJ to enhanced D or M license)									Current license <u>or</u> proof of name*	If you are 17 years old, bring in your Driver Education Certificate of Completion (MV-285). There is a \$5.00 transaction fee.
Enhanced license/ ID card <b>renewal</b> in-person							✓ License Only		Current license/ID card <u>or</u> proof of name*	If your license/ID card expired more than 2 years ago, you must apply for a new learner permit/ID card. See page 1.  If renewing a CDL, see form MV-44.5.  There is a \$30 enhanced document fee in addition to renewal fees.
<b>Enhanced non-driver ID card</b> & you have an enhanced license or permit (current or expired within 2 years)									License or permit <u>or</u> proof of name*	Exact fee will be determined when you apply for the ID card. Average fees are \$9 - \$10 for a 4-year card, and \$13-\$14 for an 8-year card. Applicants who are EITHER 62 or older OR SSI recipients are issued a 10-year card for \$6.50. Applicants who are BOTH 62 or older AND SSI recipients are issued a 10-year card for no fee. The \$30 enhanced document fee may apply.

\* See form ID-44EDL

# INSTRUCTIONS

**ENHANCED DRIVER LICENSE, LEARNER PERMIT, AND NON-DRIVER IDENTIFICATION CARD** - All people who travel between the US and Canada, Mexico, and some countries in the Caribbean must show a passport or other document that is approved by the Department of Homeland Security (DHS) to prove identity and US citizenship as required by the Western Hemisphere Travel Initiative (WHTI). New York State offers an enhanced driver license, learner permit, and non-driver identification card that meet the DHS document requirements for land and sea border crossings. An enhanced document is available to applicants who can prove US citizenship and NYS residency, and can be used instead of a passport for travel by land and sea between the US and Canada, Mexico, and some countries in the Caribbean.

**WHERE TO GET INFORMATION ABOUT HOW TO APPLY** - For information about how to apply for an enhanced document or how to upgrade your current NYS document to an enhanced document, refer to the following forms: MV-44EDL (*Application for Enhanced Driver License or Non-Driver ID Card*), ID-44EDL (*Proofs of Identity, US Citizenship, and NYS Residency*), and MV-44.5 (*Federal Requirements for Commercial Driver License Applicants*). These forms are available at [www.dmv.ny.gov](http://www.dmv.ny.gov) and in any Motor Vehicles office.

**VISION TEST REQUIREMENT** - New York State law requires that you pass a vision test when you first apply for a driver license and when you need to renew a license. You can take a vision test in any Motor Vehicles office or you can have your vision tested by one of the following providers: a licensed physician, physician assistant, registered nurse, nurse practitioner, ophthalmologist, optometrist, optician, pharmacists who are enrolled in DMV's Vision Registry, staff supervised by any of these providers, and the staff of organizations that are authorized by the New York State Department of Motor Vehicles to give the vision test. If you use one of those providers, the provider will either send your vision test results to DMV electronically or give you a completed vision test report (form MV-619) to submit to DMV.

**MINIMUM AGE FOR APPLICATION** - You must be at least age 16 to apply for a driver license. If you are age 16 or 17, parental consent is required. Parental consent is not required if you are age 17 and have a Driver Education Certificate of Completion (form MV-285). You can apply for a non-driver identification card if you are under age 16 and have parental consent. To get information about the WHTI travel requirements for children, visit [http://www.getyouhome.gov/html/lang\\_eng/eng\\_sa.html](http://www.getyouhome.gov/html/lang_eng/eng_sa.html)

**METROPOLITAN COMMUTER TRANSPORTATION DISTRICT (MCTD) FEES** - When you first apply for or renew a driver license or learner permit, the MCTD fee applies when you reside in one of the following counties: Bronx, Kings, New York, Queens, Richmond, Dutchess, Orange, Putnam, Rockland, Westchester, Nassau, Suffolk.

**PAYMENT OF FEES** - You can pay with a check or money order made payable to "Commissioner of Motor Vehicles". All Motor Vehicles offices accept cash and major credit cards.

**REQUIREMENT TO SHOW SOCIAL SECURITY CARD** - You must show your Social Security Card when you first apply for an enhanced NYS permit, driver license or ID card, or if you have a permit, license or ID card that expired more than 2 years ago. If you have a valid NYS driver license or permit, or you have a non-driver photo ID card that was issued after 12/10/2002, you can show one of the following documents instead of your Social Security Card:

- ◆ Your federal or NYS income tax form W-2 with your full Social Security Number (SSN), **OR**
- ◆ Your federal or NYS income tax earnings statement (form 1098 or 1099) with your full SSN, **OR**
- ◆ A U.S. computer-printed pay stub with your full SSN and your name and address.

**HOW TO APPLY FOR THE VETERAN STATUS DESIGNATION** - If you are a veteran of the U.S. Armed Forces who was honorably discharged, you may qualify to have "VETERAN" printed on the front of your current and future photo documents at no charge (if coupled with other document changes, regular transaction fees may apply).

- You must send or provide proof of an honorable discharge. You may apply by mail or at a DMV office by showing your proof(s). Originals or photocopies are acceptable at an office, but only send photocopies by mail. Acceptable proofs are:
  - a U.S. Department of Defense Form DD-214 that indicates an honorable discharge, or
  - a form DD-215 that indicates an honorable discharge, or
  - if discharged before January 1, 1950, an Honorable Discharge form WD AGO 53, WD AGO 55, WD AGO 53-55, NAVPERS 553, NAVMC 78PD or NAVCG 553, or an "Enlisted Separation Paper".
- You can apply for the veteran status designation when you renew your driver license by mail using your renewal notice (form MV-2) and a photocopy of your proof of honorable discharge.
  - You can renew a NYS driver license or ID card within 12 months of the expiration date. If you prefer to apply for the designation prior to that time period and you cannot visit your local DMV, you can still apply by mail for a replacement document that is updated with the veteran status designation.

Please include a written request to add the designation, use form MV-44 (Application for Permit, Driver License or Non-Driver ID), and send a photocopy of your current photo document and your proof of honorable discharge.

**Mail everything to:** NYS Dept. of Motor Vehicles, License Production Bureau, 6 Empire State Plaza, Room 331, Albany, NY 12228

- You can apply at a DMV office for a renewal or a replacement document with the veteran status designation. Use the Application for Driver License or Non-Driver ID (MV-44).
- You cannot apply by phone or online.

The veteran status will be printed on all of your future NYS DMV photo documents.

**LIFETIME ADVENTURE CREDENTIALS** - If you have a Boater Safety Certificate and/or one or more lifetime licenses that are issued by the Department of Environmental Conservation (DEC), you can apply to have the corresponding icon(s) printed on your enhanced photo document. These lifetime licenses include: Sportsman (referred to as “Lifetime” after 2/1/14), Small/Big Game (referred to as “Hunting” after 2/1/14), Bow Hunting, Trapping, Muzzle Loading, Fishing. When you complete form MV-44EDL, write the type of lifetime credential(s) you have in the “Other Change” box. Bring the completed form and your original lifetime license(s) and/or your Boater Safety Certificate to a DMV office. All regular transaction fees apply. If your application is approved, a new enhanced document with the icon(s) printed on the front will be mailed to you.

**HOW TO REGISTER TO VOTE OR CHANGE YOUR ADDRESS WITH THE BOARD OF ELECTIONS** - You can register to vote or change your address with the Board of Elections when you complete the Voter Registration Application that is part of the enhanced driver license or non-driver ID card application (form MV-44EDL) and the renewal notice (form MV-2). DMV will send your information to the Board of Elections.

**HOW TO ENROLL IN THE NYS DEPARTMENT OF HEALTH *DONATE LIFE*<sup>SM</sup> REGISTRY** - If you are age 18 or older, you can enroll in the *Donate Life*<sup>SM</sup> Registry through the NYS Department of Health (DOH) or through DMV. You can enroll through DOH by telephone at (866) 693-6667 or at [www.nyhealth.gov](http://www.nyhealth.gov)

If you want the donor designation on your DMV photo document, you must visit a DMV office and ask for a new document with the donor designation. Similarly, if you have a DMV photo document with the donor designation on it and you want the designation removed, you must visit a DMV office and ask for a new document without the donor designation. If you ask for a new document with or without the donor designation as part of another license, permit, or non-driver ID transaction, there is no additional fee to have the designation added or removed. If you ask for a new document with or without the donor designation as a separate transaction, the fee is \$17.50.

You can enroll through DMV with form MV-44EDL; read the Organ and Tissue Donation section then sign and date the *Donor Consent Signature* line. You can also enroll when you renew your driver license or ID card; to enroll, sign the *Donor Consent* line on your renewal form (MV-2). Your signature on the *Donor Consent* line establishes legal consent to donate. Remember to tell your family that you have legally consented to be a donor. When you enroll through DMV, “**ORGAN DONOR**” will be printed on the front of your DMV photo document.

**Note:** You **MUST** check one of the two organ donor boxes on all DMV permit, license and NDID applications regardless of your age, eligibility to enroll in the *Donate Life*<sup>SM</sup> Registry or your transaction cannot be processed.

To remove your name from the DOH *Donate Life*<sup>SM</sup> Registry you must contact the DOH at (866) 693-6667 or online at [www.nyhealth.gov](http://www.nyhealth.gov). Your name is not removed from the Registry as part of the process to remove the donor designation from your DMV photo document.

**NON-CDL CLASS C LICENSE** - If you apply for a Farm endorsement (F or G) or a Tow Truck endorsement (W) you will be issued an enhanced non-CDL Class C license.

## FREQUENTLY ASKED QUESTIONS

**WHAT IS THE WESTERN HEMISPHERE TRAVEL INITIATIVE (WHTI)?** The WHTI, which resulted from the Intelligence Reform and Terrorism Prevention Act of 2004, requires all persons who travel between the US, Canada, Mexico, and some countries in the Caribbean to show a passport or other document to prove identity and citizenship. US citizens age 19 and older must show documents that prove both identity and citizenship, like a birth certificate and driver license. The only acceptable documents are documents that are approved by the Department of Homeland Security (DHS), like a passport or an enhanced driver license. For more information about WHTI, and to see the current list of approved documents, visit [www.dhs.gov](http://www.dhs.gov).

**WHAT IS A WHTI-COMPLIANT ENHANCED DOCUMENT?** A WHTI-compliant enhanced document is a NYS driver license, permit, or non-driver ID card that meets the WHTI requirements to identify you and prove that you are a US citizen when you return to the US by land or sea from Canada, Mexico, or some countries in the Caribbean.

**WHAT IS THE NYS ENHANCED DOCUMENT USED FOR?** A NYS enhanced document can be used as a driver license document and a travel identification document for land and sea border crossings between the US, Canada, Mexico, and some countries in the Caribbean.

**WILL THE NYS ENHANCED DOCUMENT BE ACCEPTED TO ENTER CANADA, MEXICO, OR THE CARIBBEAN?** Before you travel to Canada, Mexico, or the Caribbean, contact the jurisdiction you will visit to determine the type of documents that are required for entry.

**ARE NY DRIVERS REQUIRED TO GET A NYS ENHANCED DOCUMENT?** No. Drivers are not required to get a NYS enhanced document, an enhanced document is optional.

**CAN A PERSON WHO DOES NOT DRIVE GET AN ENHANCED DOCUMENT?** Yes. NYS issues an enhanced non-driver ID card.

**IS THERE AN ADVANTAGE TO HAVE A NYS ENHANCED DOCUMENT?** An enhanced document will allow a NYS resident to travel by land and sea between the US, Canada, Mexico, and some countries in the Caribbean without a US passport. The fee to get an enhanced document is less than the fee to get a passport.