

# MINOR'S LEARNER'S PERMIT REQUIREMENTS AND RESIDENCY AFFIDAVIT



## LEARNER'S PERMIT REQUIREMENTS

Before a learner's permit can be issued to a minor (applicant under eighteen (18) years of age), a parent or guardian must provide the minor's documents (items 1-6)

1. Completed Certificate of Driver Education (CDE) form from the approved driver education program or school (if applicable).
2. One document from the "Identity" list on the back of this flyer (Section 1)
3. One document from the "Lawful Status" list on the back of this flyer. (Section 2)
4. One document from the "Social Security" list on the back side of this flyer. (Section 3)
5. Two documents from the "Indiana Residency" list on the back of this flyer. (Section 4)\*
6. Proof of financial responsibility signed by a parent, legal guardian, or in the absence of person described prior, any other adult who is willing to assume the obligation of financial liability.

**\*Note:** If the minor does not have two original documents from the "Indiana Residency" list, an individual who is eighteen (18) years of age or older may sign an Indiana Residency Affidavit, if they live with the minor.

## INDIANA RESIDENCY AFFIDAVIT

The individual signing an Indiana Residency Affidavit must present:

### **Option A:**

- A valid Indiana driver's license or identification card; and
- One document from the "Identity" list (Section 1) on the backside of this flyer; and
- Two documents from the "Indiana Residency" list (Section 4) on the back side of this flyer; or

### **Option B:**

- An unexpired SecureID driver's license or SecureID identification card reflecting the current address.
- If the address has changed from what is displayed on the card, the individual signing the Indiana Residency Affidavit must present the SecureID along with two documents from the "Indiana Residency" list. (Section 4)

## FINANCIAL RESPONSIBILITY

There are two ways for an individual to assume financial liability for a permit or license holder who is under eighteen (18) years of age:

- The individual assuming financial liability may sign the Agreement of Financial Liability affidavit on the back of the application.
- The individual assuming financial liability may obtain and complete the Agreement of Financial Liability - State Form 39531 from the BMV website or a branch.

The individual signing financial liability (affiant) must present acceptable documents proving identity, including a government-issued photo identification.

The affiant is not required to be present at the time of application. In this case, the applicant must provide copies of the acceptable identity document, including a government-issued photo identification of the affiant.

This publication is designed to help new Indiana residents understand what documents are required before visiting a BMV license branch to apply for driver's license or identification card. When applying for a SecureID Indiana driver's license or identification card, you must present documents of:

1. Identity (name, gender and date of birth); and
2. Lawful status in the United States (U.S.); and
3. A valid Social Security number or proof of ineligibility; and
4. Indiana residency (at least two documents are required).

## 1 IDENTITY

**Present ONE original document to establish identity. More than one document may be required.**

- Unexpired U.S. Passport or Passport Card.\*
- Original or certified copy of a birth certificate filed with a U.S. state or territory office of vital statistics or equivalent agency in your state of birth.\*\*
- Consular Report of Birth Abroad (CRBA) issued by U.S. Department of State: Forms FS-240, DS-1350, or FS-545.\*
- Certificate of Citizenship: Forms N-560 or N-561.\*
- Certificate of Naturalization issued by DHS: Forms N-550 or N-570.\*
- Unexpired Permanent Resident Card: Form I-551.\*
- Unexpired foreign passport in your name with English subtitles or translation, with an unexpired U.S. Visa and an approved I-94.
- Unexpired foreign passport without a U.S. Visa if your authorized admittance and lawful status can be verified by DHS.\*
- Unexpired Employment Authorization Card: Form I-766.
- Unexpired Indiana SecureID credential.
- Other documentation as determined by DHS or the BMV Commissioner.

\* Document may establish identity and lawful status.

\*\* If born outside the U.S., delayed birth certificates do not establish lawful status.

## 4 INDIANA RESIDENCY

**Present TWO original documents with your name and Indiana residential address to establish Indiana residency. Documents must contain a residential address. A post office box will not be accepted.**

- U.S. Postal Service change of address confirmation.
- An Indiana voter registration card.
- Survey of your Indiana property.
- Utility company, credit card, doctor or hospital bill issued within 60 days of application.
- Residence mortgage or similar loan contract, or lease or rental contract.

## TO ENSURE THAT YOUR APPLICATION PROCESS IS AS SMOOTH AS POSSIBLE, REMEMBER:

Verify you have all the correct documents before visiting a Bureau of Motor Vehicles (BMV) branch. If you have questions, check myBMV.com, or call our Customer Contact Center at 888-692-6841.

Documents must be originals or verifiable certified copies. Faxed or photocopied documents will not be accepted.

Foreign driver's licenses with English subtitles or translation are accepted as proof of driving experience only.

Lawful status documents are verified with U.S. Department of Homeland Security (DHS).

Documents are subject to BMV review and approval. Additional information may be required. The BMV may retain images or copies of any document presented.

In some cases, document approval may not occur on the same day and may require an additional visit.

## 2 LAWFUL STATUS

**Present ONE original document to establish lawful status. More than one document may be required.**

- Unexpired U.S. Passport or Passport Card.
- Original or certified copy of a birth certificate filed with a U.S. state or territory office of vital statistics or equivalent agency in your state of birth.
- Consular Report of Birth Abroad (CRBA) issued by U.S. Department of State: Forms FS-240, DS-1350 or FS-545.
- Certificate of Citizenship: Forms N-560 or N-561.
- Certificate of Naturalization issued by DHS: Forms N-550 or N-570.
- Unexpired Permanent Resident Card: Form I-551.
- Unexpired foreign passport in your name with English subtitles or translation, with an unexpired U.S. Visa and an approved I-94.
- Unexpired foreign passport without a U.S. Visa if your authorized admittance and lawful status can be verified by DHS.
- Proof of application for asylum in the U.S.: Form I-589.
- I-797 Notice of Action received by DHS and accompanied by other U.S. Citizenship and Immigration Services (USCIS) documents.
- Other USCIS lawful status documents that can be used to verify lawful status with DHS.

### IMPORTANT NAME CHANGE INFORMATION:

If your current legal name is different from the name on your identity document (birth certificate, passport, etc.), you must show legal proof of the name change (showing a link to all name changes) with an original marriage license, divorce decree, or court order.

- Bank statement or bank transaction receipt, dated within 60 days of application.
- Current motor vehicle loan payment book.
- Valid homeowner's, renter's, or car insurance policy dated within one year of application.
- W-2 Form, property tax, excise tax bill, or Social Security Administration or other pension or retirement annual benefits summary statement, dated within current or immediately-prior year.
- Pre-printed pay stub, dated within 60 days of application.

## 3 SOCIAL SECURITY NUMBER

**Present ONE original document with your name and Social Security number to establish Social Security number.**

- Social Security Card.
- W-2 Form.
- SSA - 1099 Form.
- A non-SSA - 1099 Form.
- Pay stub containing the applicant's name and Social Security number.

All Social Security information will be verified. If you are unable to document eligibility for a Social Security number (SSN), you must provide proof of ineligibility from the Social Security Administration (SSA). Letters that are more than 60 days old will not be accepted.

The applicant's SSN presented to the BMV must match the information that the SSA has in its records for the SSN or for the SSA documentation.

- Indiana Family and Social Services Administration child support check stub, Medicaid or Medicare benefit statement dated within 60 days of application.
- Valid Indiana handgun permit.
- First-class mail from any federal or state court or agency, dated within 60 days of application.
- Valid and active ID card issued pursuant to the Indiana Attorney General's address confidentiality program under IC 5-26.5