

TO ALL DRIVER EDUCATION STUDENTS

If you are under 18 years of age, applying for a driver's license, please use this as a reference guide.

When you go to the Secretary of State facility to apply for the driver's license, you must:

- Be at least **16 years of age** and have in your possession the following items:
 - Your **valid instruction permit**, that is at least **9 months old**
 - **Check online** to determine if you have been approved for licensing and print your blue slip out (<https://sec1.isbe.net/driveredweb/Inquiry.asp>)
 - Have a **certified birth certificate** (no hospital birth certificates are acceptable)
 - Your **social security card** bearing your signature
 - **Proof of residency** (postmarked envelope addressed to you is acceptable)
 - The completed **50 hour certification form** (Signed by parents)
 - **Road test certificate** – remember even if you passed the road test at Dundee-Crown you may be **spot checked for road testing**
 - If you have to take the road test at the Secretary of State, please have a **valid insurance card** for the vehicle you will be using to take the driving test. Vehicles are **not supplied** by the state.

ONLINE APPROVAL

All Certificates of Completion (Blue Slips) will now be conducted online. Upon completion of all phases of driver education at Dundee-Crown each instructor will electronically submit your name to the Illinois State Board of Education. Your information will then be forwarded to the Secretary of State electronically within the next 24-48 hours.

You can check to see if you are ready for licensing by following the links below:

Dundee-Crown Driver Education Site – <http://dundeecrowndriverseducation.weebly.com/>
Click on the link: **Electronic Blue Slips**

Illinois State Board of Education - <https://sec1.isbe.net/driveredweb/Inquiry.asp>

Type your license number in the box provided. Insert only letter and numbers no spaces or dashes.

If you are approved, print out the page and bring it with you along with all your other documentation to the Secretary of State facility when you are ready for licensing.

If you are **NOT** approved and you have completed all phases of driver education at Dundee-Crown, contact Mr. Lambert at 224-484-5024 or at andrew.lambert@d300.org.

Illinois Secretary of State

Document Requirements to obtain a Driver's License/State ID Card

The Acceptable Identification Document chart (reverse) lists documents that may be used as forms of identification to provide proof of legal name, date of birth, Social Security number and residency when applying for a driver's license/ID card.

Please note the following:

- Signature comparison is required in the verification process.
- The number of documents required depends on whether an applicant is applying for a driver's license/ID card for the first time, or requesting a duplicate or corrected driver's license/ID card.
- One document may satisfy more than one group.
- New residents must surrender all out-of-state licenses/ID cards prior to issuance of an Illinois driver's license/ID card.
- An applicant applying for a Temporary Visitor Driver's License is not required to present documents from Group C. Instead, the applicant must submit a letter on SSA letterhead with each application, issued within 90 days prior to the date of application, verifying ineligibility for a Social Security number.

First-time Illinois Driver's License/ID Card Applicant

An applicant applying for a driver's license or ID card for the first time in Illinois must present:

- one document that satisfies each of Group A, B and C
- two documents that satisfy Group D (one document from Group D if applicant is under age 5 applying for an ID card; one document if applicant is applying for a no-fee ID card presenting a Homeless Status Certification)

Duplicate/Corrected Driver's License/ID Card Applicant


An applicant applying for either a duplicate or corrected driver's license or ID card must present:

- one document that satisfies Group A
- one document that satisfies Group B, C or D (two documents from Group D if applicant is requesting an address change to appear on the document, unless applicant is under age 5 applying for an ID card or applicant is applying for a no-fee ID card presenting a Homeless Status Certification)
- An applicant who requests a change in name, date of birth, Social Security number or gender must provide identification to link the change from the previous information to the new information.

Illinois Driver's License/ID Card Renewal Applicant

An applicant renewing a current Illinois driver's license or ID card need only present his/her current valid driver's license or ID card if no changes are required. If the applicant does not have his/her current driver's license or ID card or changes are required, he/she must present:

- one document that satisfies Group A
- one document that satisfies each of Group B, C or D (two documents from Group D if applicant is requesting an address change to appear on the document unless applicant is renewing a no-fee ID card presenting a Homeless Status Certification)

JESSE  **WHITE**
SECRETARY OF STATE
WWW.CYBERDRIVEILLINOIS.COM

ACCEPTABLE IDENTIFICATION DOCUMENTS

PHOTOCOPIES ARE NOT ACCEPTED

All acceptable documents presented for verification or proof must be valid (current and not expired).
One document may satisfy more than one Group.

Group A — Written Signature

- Cancelled Check (within 90 days prior to application)
- CDTF Certification Form
- Court Order
- Credit Card/Debit Card (major brand)
- Driver Education Certificate
- Government Driver's License
- Government ID Card (current)
- Illinois Driver's License (current)
- Illinois ID Card (current)
- Medicare Card with suffix A, J, H, M or T
- Military Service Record (DD214)
- Mortgage or Installment Loan Documents
- Out-of-State Driver's License/ID Card (current)
- Passport (valid U.S. or foreign)
- Social Security Card
- U.S. Citizenship and Immigration Services (USCIS) Forms — I-551 (Alien Registration Card); I-766 (Employment Authorization Card); I-94 (Arrival/Departure Record) with Valid Passport
- U.S. Military Driver's License/ID Card

Acceptable major brand credit cards (for signature verification only) include American Express, Diners Club, Discover, Master Card and Visa.

Group B — Date of Birth

- Adoption Records
- Birth Certificate
- Court Order (Change of birth date)
- Certified Grade/High School/College/University Transcript
- Illinois Driver's License (current)
- Illinois ID Card (current)
- Military Service Record (DD214)
- Naturalization Certificate
- Passport (valid with complete date of birth)
- Social Security Award Letter (primary beneficiary only)
- U.S. Citizenship and Immigration Services (USCIS) Forms — I-551 (Alien Registration Card); I-571 (Refugee Travel Document); I-766 (Employment Authorization Card); I-797A (Notice of Action Status Change); I-94 (Arrival/Departure Record) with Valid Passport
- U.S. Military Driver's License/ID Card
- U.S. Passport Card (valid with complete date of birth)
- U.S. Visa

Group B documents must contain the applicant's full name and complete date of birth and must be verifiable. To be verifiable, it must be possible to contact the regulatory authority to confirm the authenticity of the document.

Birth Certificates must be original or certified by a Board of Health or Bureau of Vital Statistics within the U.S. or by the U.S. State Department, U.S. territories or Canada. A certified copy is a document produced by the issuing jurisdiction which has an embossed seal or an original stamped impression. Foreign passports and foreign birth certificates are accepted as proof if accompanied by any other item in Group B.

Group C — Social Security Number

- Illinois Driver's License Record
- Illinois ID Card Record
- Military Service Record (DD214)
- Social Security Award Letter (primary beneficiary only)
- Social Security Card (issued by SSA)
- U.S. Military Driver's License/ID Card

Group C documents must contain the applicant's name and full Social Security Number. If using an Illinois driver's license or ID record, the Social Security Number must have been previously verified with the SSA.

An applicant applying for a Temporary Visitor Driver's License is not required to present documents from Group C. Instead, the applicant must submit a letter on SSA letterhead with each application, issued within 90 days prior to the date of application, verifying ineligibility for a Social Security number.

Group D — Residency (2 Documents Required)

- Affidavit — Certificate of Residency
- Bank Statement (dated within 90 days prior to application)
- Canceled Check (dated within 90 days prior to application)
- Certified Grade/High School/College/University Transcript
- Credit Report (issued by Experian, Equifax or TransUnion, dated within 12 months of application)
- Deed/Title, Mortgage, Rental/Lease agreement
- Insurance Policy (homeowner's or renter's)
- Letter on Official School Letterhead (dated within 90 days prior to application)
- Medical Claim or Statement of Benefits (from private insurance company or public (government) agency, dated within 90 days of application)
- Official mail received from a State, County, City or Village or a Federal Government agency (must include first and last name of applicant and complete current address), may include — Homestead Exemption Receipt; Illinois FOID Card; Jury Duty Notice (issued within 90 days of application); Selective Service Card; Social Security Annual Statement; Social Security Disability Insurance Statement; Supplemental Security Income Benefits Statement; Voter Registration Card
- Pay Stub or Electronic Deposit Receipt
- Pension or Retirement Statement
- Phone Book, produced by a phone book publisher
- Report Card from Grade/High School or College/University
- Tuition invoice/official mail from college or university, dated within the 12 months prior to application
- Vehicle Registration Card
- Utility Bill (electric, water, refuse, telephone land/cell, cable or gas, issued within 90 days of application)

Group D documents must contain the applicant's full residence address. Documents in Groups A, B or C, that contain the full residence address also may be used for Group D.

One document from Group D is required for applicants under the age of 5 applying for an identification card.

Presenting a "Homeless Status Certification" for a no-fee Identification Card meets Group D requirements.

**After review of all identification presented,
Secretary of State management has the right
to accept or refuse any document.**

Unacceptable Documents

- Bond Receipt or Bail/Bond Card
- Business Card
- Check Cashing Card
- Club/Fraternal Membership Card
- College or University ID Card
- Commercially produced (non-State or unofficial) ID Card
- Fishing License
- HFS (Healthcare and Family Services) Card
- Handwritten ID/Employment Card
- Hunting License
- Instruction Permit/Receipt
- Insurance Card
- Library Card
- Personal Mail
- Temporary Driver's License
- Traffic Citation (Arrest Ticket)
- Video Club Membership Card
- Wallet ID
- Unlicensed Financial Institution Loan Papers