



South Carolina Department of Motor Vehicles

United States Citizens' Checklist

MV-93
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You must choose whether you want to get a REAL ID or not. A REAL ID card will have a star on it and can be used to board airplanes or enter secure federal facilities. Without a REAL ID, you must have another federally approved form of identification, such as a valid US Passport or military ID, and show it to pass security at airports nationwide or enter secure federal facilities. You do not need a REAL ID beginner's permit, driver's license, or identification card (ID) to do any of the following: drive; vote; access hospital care; enter non-secured federal facilities such as a post office; receive federal benefits for which you're entitled (Social Security Administration, Veterans Affairs); or participate in law enforcement investigations or proceedings. Regardless of what choice you make, the cost of a South Carolina REAL ID is the same as a beginner's permit, driver's license, or ID that is not a REAL ID. These requirements are for someone who is applying for a first-time SC beginner's permit, driver's license, or ID; or was previously licensed in SC and is returning after being issued a beginner's permit, driver's license, or ID in another state if these documents are not already on file with SCDMV; or when an SC beginner's permit, driver's license, or ID has been expired for more than nine months. If you previously held an SC card, you are required to provide at least one updated document with your current address. For reference, use this checklist.

- A. You must surrender any beginner's/learner's permit, driver's license, or ID issued by another state. If a non-commercial license or ID was lost or stolen, you must provide a certified copy of your driving record from the state that issued the beginner's permit, driver's license, or ID. However, a CDL holder must get a replacement license from his state of record and surrender it to SC.
- B. You must provide the **name of your automobile liability insurance company** that is licensed to do business in SC (not required for a beginner's permit or ID). This information is subject to electronic verification. SC Code § 56-1-80(C)
- C. You must provide your **social security number (SSN)** which will be electronically verified with the Social Security Administration (SSA). The SSN, date of birth and name on your application must match the SSA file. 6 CFR § 37.11(e); SC Code § 56-1-90
- D. You must provide the following documents. All documents are subject to verification. This list is subject to change at the SCDMV's discretion. Documents that are not in English must be translated by either a qualified translator, or a certified translator. Qualified translators must have a letter of verification from their employer on letterhead qualifying them as a translator. Certified translators can present their ATA certification. Translations must be made on the Translation Document (SCDMV form 4030).
 - ☐ 1. **Proof of SC address.** 6 CFR § 37.11(f); SC Code §§ 56-1-40(7), -80(3)
 - ☐ 2. **Proof of US citizenship/proof of identity, date, and place of birth.** 6 CFR 37.11(c), (d); SC Code §§ 56-1-80 and -90
 - ☐ 3. **Documents supporting name change(s), if applicable.** See specific requirements below. 6 CFR 37.11(c); SC Code § 56-1-90

1. Proof of SC Address must show your name and current SC address of residence (not PO Box). Below are two options you have based on the number of proof of address documents you provide.

- **Two proofs of address** are required if you are interested in getting a **REAL ID** beginner's permit, driver's license, or identification card. You **MUST** provide two items from the categories listed below and each item should be from a different organization. Both proofs of address must show the **same** address.
- **Only one proof of address** is required if you prefer to have a beginner's permit, driver's license, or ID that has **"NOT FOR FEDERAL IDENTIFICATION"** printed across the front of it. You will not be issued a REAL ID.

- a) **SC beginner's permit, driver's license, ID, or vehicle registration:** must show your current residential address or your updated address must be on file within the SCDMV's system if it is not reflected on your card.
- b) **SC Concealed Weapons Permit (CWP); Fishing/hunting licenses or boat/jet ski registrations** (Department of Natural Resources products).
- c) **Voter registration card; County tax bill or property tax receipt for your vehicle or home.**
- d) **State or federal tax records:** Income tax returns are acceptable including electronic tax file, W-2 Form, or Form 1095-B Health [insurance] Coverage. You must be listed as a primary taxpayer or dependent.
- e) **School records** – must be from an SC school, college, or university unless otherwise noted.
 - Report card (*must show your name and current SC address*)
 - Letter or contract from Home Schooling Association.
 - Official letter from your school or school district on school or district letterhead (must indicate enrollment period).
 - Transcript (SC school, college, or university).
 - Out-of-state or in-state tuition bill or receipt of student loan.
 - Letter from an out-of-state boarding school or a professional career development institute indicating that you live in SC and attend school out-of-state.
- f) **Social security check or annual statement.**
- g) **Current lease agreement for an apartment, house, or car.**
- h) **Utility bill, payment receipt, or approved application for services at your current SC residence** (mailed to your SC address, not an out-of-state address): may be a water, sewer, gas and electricity, cable/satellite TV, internet, cell phone, or telephone bill. **For vehicle transactions, the service address must be an SC address (Form TI-006A required).**
- i) **Financial statements: credit card or bank statement or signed letter on bank letterhead:** must also show your name and SC physical address as the account holder.
- j) **Home mortgage monthly statement or deed.**
- k) **Insurance documentation from a company licensed to do business in SC:**
 - Automobile or life insurance bill or payment receipt (cards are **not** accepted).
 - Health insurance statement, payment receipt, explanation of benefits (cards are **not** accepted).
 - Homeowner's insurance policy, payment receipt, or bill.
 - Renter's insurance policy, payment receipt, or bill is acceptable in conjunction with another document confirming the address on the renter's insurance document.
- l) **Current letter of employment or payroll stub/statement.**
- m) **US Postal Service letter or item delivered by the US Post Office:**

- Change of address confirmation letter or postmarked US mail with forwarding address label must contain your first and last name, state, and zip code.
- Any postmarked mail showing your name and delivered by the US Post Office to your current address such as personal letters, or magazines.

n) Parolee letter from parole officer.

- o) **Letter from director of SC social welfare institution** (such as a homeless shelter, battered women's shelter, halfway house, group home, orphanage) stating you are a resident of the facility.

p) Other documents issued by federal/state/municipal government.

2. Proof of US Citizenship/Proof of Identity and Date of Birth - You must provide one of the following documents (must be originals):

- a) **Certified Copy of Birth certificate** with birth/file, book, volume, page or tracking number, and registrar's signature issued by the county or the Vital Records Office.
 - Birth certificate from US territory (must be translated if not in English) American Samoa, Guam, Northern Mariana Islands, Puerto Rico (issued after June 30, 2010), and the US Virgin Islands.
 - Delayed birth certificate. If your birth certificate was not issued at time of birth, you can apply for your birth certificate from the Vital Records Office.
- b) **Unexpired US Passport or US Passport Card.**
- c) **Certificate of US Naturalization** - USCIS Form (N-550 or N-570).
- d) **US government issued Consular Report of Birth Abroad.**
- e) **Certificate of Citizenship** (N-560 or N-561).

If your birth certificate shows that you were not born in the United States, you must **also** provide an additional document from the above list to prove US citizenship.

3. Documents Supporting Name Change(s)

Both your name and the SSN must be electronically verified with the SSA.

If your name has changed since birth, you may present one of the following options:

- a) A court order or divorce decree changing your name.
- b) A signed, government-issued marriage license. You can use a marriage license one time per marriage to change your middle name, last name, or both with the department. A marriage license cannot be used to change your first name.
- c) An unexpired United States Passport or Passport Card. An expired passport or passport card can only be used in the following option, letter d, below.
- d) You can present at least three different documents, showing your full name as the name that has been used for at least fifteen years. The name on these documents must show a reasonable link to the other identity documents presented (Section 2, above).

State law requires that customers whose names have changed since birth must present documents that demonstrate name traceability, if not already on file. Example: A person, born Jane Smith who changes her name through court order to Jane Williams, then changes her name to Jane Jones after marrying. The agency must see the court order and the marriage license showing both of Mrs. Jones's name changes, or Mrs. Jones could follow the steps in option four above.

If you have changed your name in the past, but since returned to the name listed on your identity documents, any future name changes with the SCDMV will not require documentation from prior name changes.

If you are from a US territory, you must successfully complete the vision, knowledge, and skills tests when applying for commercial driver's licenses.