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POLICY	
Title: Driver Privilege Card Issuance	
Effective Date: January 1, 2021	Revision Date:
Authority: Code of Virginia §§ 46.2-325 , 46.2-334 , 46.2-334.01 , 46.2-334.1 , 46.2-335 , 46.2-335.1 , 46.2-335.2 , 46.2-336 , 46.2-307 , 46.2-328.3 , 46.2-328.4 , 46.2-208	
Policy: DMV is authorized to issue Driver Privilege Cards (DPC) and permits to applicants who may not meet the legal presence requirements (46.2-328.1) for a standard permit or driver's license. The applicant must provide proof of reported income and deductions from Virginia sources or have been claimed as a dependent on an individual income tax return filed with the Commonwealth in the past 12 months. Additionally, the applicant must not be in violation of the insurance requirements for registration of an uninsured motor vehicle in 46.2-705.	
Exception: Driver privilege card applicants are not eligible for a commercial driver license or identification card.	

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BACKGROUND

A driver privilege card is a license or permit that is not Real ID compliant. The credential is intended for individuals who cannot meet lawful status. Applicants may be eligible to obtain a driver privilege card if they meet the following requirements:

- They are a non-US citizen who is a resident of Virginia.
 - Applicants for driver privilege cards are not required to provide proof of legal presence in the United States.
- They have reported income from Virginia sources or are claimed as a dependent on a tax return filed in Virginia in the past 12 months.
- They are not currently suspended or revoked in Virginia or any other state, to include insurance-related infractions.

Those who hold a driver privilege card shall have the same privileges as individuals who hold a standard driver's license or permit and shall be subject to the same provisions as standard driver's licenses and permits.

Driver Privilege Cards or Permits are subject to the following conditions and exceptions:

- Each original DPC issued will be valid for a period of 2 years and will expire on the applicant's second birthday after the original issue date.
 - Each subsequent issuance of the DPC shall be valid for 2 years from the issue date.
- Applicants who hold a driver privilege card shall not be eligible to hold a REAL ID.
- Applicants who hold a driver privilege card shall not be eligible to vote or register to vote.
- Customers who present a valid Out-Of-State Driver's License/Driver Privilege Card/Foreign License may be exempt from the knowledge testing and/or the road skills testing. (See the [Requirements – Age 18 and Older – Foreign Driver's License Applicants](#) information below.)
- The front of the Driver Privilege Card or Permit shall be identical to a Driver's License or Permit that is NOT a REAL ID.

- The Driver Privilege Card will display "D" under the "Class" heading and "9" under the "Restrictions". The back of the driver privilege card will decode the classification of "D" as an "Operator DL" and "9" as "Limited duration (See expiration date on front)." A Class "D" driver's license allows individuals to operate passenger vehicles.
 - The applicant must provide proof of reported income and deductions from Virginia sources or have been claimed as a dependent on an individual income tax returned filed with the Commonwealth of Virginia in the 12 months preceding the date of application.
 - DMV must verify the tax information or source of Virginia income/deductions provided by the applicant with the Virginia Department of Taxation prior to issuance of the driver privilege card license or permit.
 - Each time the customer applies for a driver privilege card or learner's permit (or on each return visit until their license/permit is issued), they must present documents proving their eligibility.
- The customer must show:
- Two proofs of identity
 - Two proofs of Virginia residency
 - Proof of their social security number (if one have been issued) or their Individual Taxpayer Identification Number
 - Proof of reported income and deductions from Virginia sources.

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

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REQUIREMENTS: Under Age 18 – Driver Privilege Card Learner’s Permit (Original Issuance)

Requirements	VA Driver Privilege Card Learner’s Permit ⁶	Submitting Out-of-State Driver’s Privilege Card Learner’s Permit ^{1,6}
Minimum Age	15 years & 6 months	15 years & 6 months
Application ²	DL-10 ²	DL-10 ²
Proof Documents ³ (DMV 309)	Identity/Age SSN Residency Dependency ³	Identity/Age SSN Residency Dependency ³
Driver Education	REQUIRED	REQUIRED
Vision Screening ⁴ (DLG-2601)	REQUIRED ⁴	REQUIRED ⁴
Knowledge Exam (DLG-2602)	REQUIRED	REQUIRED
Road Skills Exam (DLG-2603)	NOT Required	NOT Required
Fee	REQUIRED	REQUIRED
TDP Validity Period ⁵	30 Days	30 Days
NOTES		
1. Driver Privilege card learner’s permits issued by another U.S. state or territory are not transferrable. Out of state learner’s permits surrendered must be recorded in Customer Notes. The CSR must include issue and expiration dates. IMPORTANT: A customer who possesses a Driver Privilege Card learner’s permit from another state will be given credit towards the minimum holding period for the time that their permit is valid (not suspended, canceled, expired or revoked.)		
2. All DL10s must be signed by a parent/foster parent/legal guardian unless the applicant is married (marriage certificate required) or emancipated (original court order or teste copy required).		
3. Customers must present all proof documents each time application is made until a Virginia credential is first issued. NOTE: Minors must either provide proof of reported income and deductions from Virginia sources or proof they are a dependent of someone who can provide the required proof.		
4. Customers must successfully complete the Vision screening before any other testing may begin.		
5. The system will automatically calculate the validity period and print the TDP.		
6. All applicants are required to take a photo at the time of application.		
Associated Virginia Code §§: 46.2-325, 46.2-334, 46.2-334.01, 46.2-334.1, 46.2-335, 46.2-335.1, 46.2-335.2, 46.2-336		

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REQUIREMENTS: Under Age 18 – Driver Privilege Card (Original Issuance)		
Requirements	Submitting VA Driver Privilege Permit ⁹	Submitting Out-of-State Driver Privilege Learner's Permit ^{1,9}
Minimum Age	16 years and 3 months	16 years and 3 months
Application ²	DL-10 ²	DL-10 ²
Proof Documents ⁴ (DMV 309)	Identity SSN Residency Dependency ⁴	Identity/Age SSN Residency Dependency ⁴
Learner's Permit Holding Period	9 Months	9 Months ¹
Driver Education	Certificate of completion Required	Certificate of Completion Required ³
Vision Screening ⁵ (DLG-2601)	REQUIRED ⁵	REQUIRED ⁵
Knowledge Exam (DLG-2602)	NOT Required	REQUIRED
Road Skills Exam (DLG-2603)	Completed through Driver's Education ⁶	REQUIRED
Fee	NOT Required	REQUIRED
Court Ceremony ⁷	Required	Required
TDP Validity Period ⁸	90 Days	30 Days
NOTES		
1. Driver Privilege card learner's permits issued by another U.S. state or territory are not transferrable. Out of state learner's permits surrendered must be recorded in Customer Notes. The CSR must include issue and expiration dates. IMPORTANT: A customer who possesses a learner's permit from another state will be given credit towards the minimum holding period for the time that their permit is valid (not suspended, canceled, expired or revoked.)		
2. All DL10s must be signed by parent/foster parent/legal guardian unless applicant is married (marriage certificate required) or emancipated (court order required (original or teste copy)).		
3. Customers submitting an out of state Driver Privilege card learners permit may submit acceptable proof of a government approved driver education program completed (while residing) in the other state, territory or province that meets the minimum classroom and in-car hour requirements (refer to Driver Education Requirements below).		
4. Customers must present all proof documents each time application is made until a Virginia credential is first issued. NOTE: Minors must either provide proof of reported income and deductions from Virginia sources or proof they are a dependent of someone who can provide the required proof.		
5. Customers must successfully complete the Vision screening before any other testing may begin.		
6. Home School students MUST submit a completed CSMA-19 and successfully pass the road skills exam at the CSC to obtain their licenses. (DLG-0801.1).		
7. Customers required to attend a court licensing ceremony must be accompanied by a parent/foster parent/legal guardian if they are under age 18 at the time of the ceremony. <<<<<REVISION NOTE: The court licensing ceremony may be waived by the city/county of residence. If the ceremony is waived, the minor is not required to attend the ceremony and will receive their license by mail from DMV. (Refer to the Court Licensing Ceremony Requirements) END REVISION>>>>>		
8. The system will automatically calculate the validity period and print the TDP.		
9. All applicants are required to take a photo at the time of application.		
Associated Virginia Code §§: 46.2-325, 46.2-334, 46.2-334.01, 46.2-334.1, 46.2-335, 46.2-335.1, 46.2-335.2, 46.2-336		

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REQUIREMENTS: Under Age 18 – Submitting an out-of-state or US Territory Driver Privilege Card applying for a Virginia Driver Privilege Card (Original Issuance)

Requirements	Submitting acceptable Driver's Education ⁷	Not Submitting acceptable Driver's Education ⁷	Submitting Driver's Education that does not meet minimum requirements ^{1,7}	
			License held LESS than one year ⁷	License held at least one year ^{1,7}
Minimum Age	16 years and 3 months	16 years and 3 months	16 years and 3 months	16 years and 3 months
Application ²	DL-10 ²	DL-10 ²	DL-10 ²	DL-10 ²
Proof Documents ³ (DMV309)	Identity/Age SSN Residency Dependency	Identity/Age SSN Residency Dependency	Identity/Age SSN Residency Dependency	Identity/Age SSN Residency Dependency
Learner's Permit Holding Period	NOT Required	NOT Required	NOT Required	NOT Required
Driver Education	Certificate of Completion Required ⁴	Certificate of Completion Required	Certificate of Completion Required	Certificate of Completion Required ¹
Vision Screening ⁵ (DLG-2601)	REQUIRED ⁵	REQUIRED ⁵	REQUIRED ⁵	REQUIRED ⁵
Knowledge Exam (DLG-2602)	NOT Required	NOT Required	NOT Required	REQUIRED ¹
Road Skills Exam (DLG-2603)	NOT Required	NOT Required	NOT Required	REQUIRED ¹
Fee	REQUIRED	REQUIRED	REQUIRED	REQUIRED
Court Ceremony	NOT Required	NOT Required	NOT Required	NOT Required
TDP Validity Period ⁶	30 Days	30 Days	30 Days	30 Days

NOTES

- Applicant has completed some government approved driver's education but it does not meet Virginia's minimum requirements. The applicant may obtain a Virginia Driver Privilege Card by successfully completing the Virginia vision, knowledge AND road skills exams. (Refer to [Driver's Education Requirements](#).)
 - All DL10s must be signed by parent/foster parent/legal guardian unless applicant is married (marriage certificate required) or emancipated (court order required – must be either original or teste copy).
 - Customers must present all proof documents each time application is made until a Virginia credential is first issued (refer to DLG-0201, 0301, 0401).
 - Some states' licenses serve as proof of the driver education and no additional proof is necessary. To check which states' licenses qualify, refer to the table ([Driver's Licenses serving as Proof of Driver Education](#)) within this DLG.
 - Customers must successfully complete the Vision screening before any other testing may begin.
 - The system will automatically calculate the validity period and print the TDP.
 - All applicants are required to take a photo at the time of application.
- Associated Virginia Code §§: [46.2-325](#), [46.2-334](#), [46.2-334.01](#), [46.2-334.1](#), [46.2-335](#), [46.2-335.1](#), [46.2-335.2](#), [46.2-336](#)

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REQUIREMENTS: Age 18 and Older – Driver Privilege Card Learner’s Permit (Original Issuance)

Requirements	VA Learner’s Permit ⁴	Submitting Out-of-State Learner’s Permit ^{4,5}
Application	DL-10	DL-10
Proof Documents ¹ (DMV309)	Identity/Age SSN Residency Reported VA Income	Identity/Age SSN Residency Reported VA Income
Driver Education	NOT Required	NOT Required
Vision Screening ² (DLG-2601)	REQUIRED ²	REQUIRED ²
Knowledge Exam (DLG-2602)	REQUIRED	REQUIRED
Road Skills Exam (DLG-2603)	NOT Required	NOT Required
Fee	REQUIRED	REQUIRED
TDP Validity Period ³	30 Days	30 Days
NOTES		
1. Customers must present all proof documents each time application is made until a Virginia credential is first issued (refer to DLG-0201 , 0301 , 0401).		
2. Customers must successfully complete the Vision screening before any other testing may begin.		
3. The system will automatically calculate the validity period and print the TDP.		
4. All applicants are required to take a photo at the time of application.		
5. Driver privilege card learner’s permits issued by another U.S. state or territory are not transferrable. - Out of state learner’s permits surrendered must be recorded in Customer Notes. The CSR must include issue and expiration dates. IMPORTANT: A customer who possesses a Driver Privilege card learner’s permit from another state will be given credit towards the minimum holding period for the time that their permit is valid (not suspended, canceled, expired or revoked). - Associated Virginia Code §§: 46.2-325, 46.2-335, 46.2-335.2		

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REQUIREMENTS: Age 18 and Older – Driver Privilege Card (Original Issuance)			
Requirements	Submitting VA Driver Privilege Card Learner's Permit ⁷	Submitting Out-of-State Driver Privilege Card Learner's Permit ^{7,8}	Submitting Out-of-State Driver Privilege Card ⁷
Application	DL-10	DL-10	DL-10
Proof Documents ² (DMV309)	Identity	Identity/Age SSN Residency Reported VA Income	Identity/Age SSN Residency Reported VA Income
Learner's Permit Holding Period	60 Days ¹	60 Days ^{1,8}	NOT Required
Driver Education	NOT Required	NOT Required	NOT Required
Virginia Approved Driver Training Course	Optional ¹	Optional ¹	NOT Required
Vision Screening ⁴ (DLG-2601)	REQUIRED	REQUIRED	REQUIRED
Knowledge Exam (DLG-2602)	NOT Required	REQUIRED ⁸	NOT Required
Road Skills Exam (DLG-2603)	REQUIRED ⁶	REQUIRED ⁸	NOT Required ⁸
In-Car Maneuvers Observation Record (CSMA-19) ³	REQUIRED ³	NOT Required	NOT Required
Fee	NOT Required	REQUIRED	REQUIRED
Court Ceremony	NOT Required	NOT Required	NOT Required
TDP Validity Period ⁵	30 Days	30 Days	30 Days
NOTES			
1. The holding period for customers age 18 or OLDER may be waived if the customer has completed a Virginia approved Driver Training Course (classroom and behind-the-wheel instruction).			
2. Customers must present all proof documents each time application is made until a Virginia credential is first issued (refer to DLG-0201, 0301, 0401).			
3. If the customer provides proof of successfully completing a Virginia approved Driver Training Course, the CSMA-19 is not required.			
4. Customers must successfully complete the Vision screening before any other testing may begin.			
5. The system will automatically calculate the validity period and print the TDP.			
6. Customers age 18 or OLDER who present a Virginia Driver Training – Adult Waiver Certificate (DTS D) are not required to complete a DMV road skills exam.			
7. All applicants are required to take a photo at the time of application.			
8. Driver privilege card learner's permits issued by another U.S. state or territory are not transferrable. - Applicants must pass the vision exam, knowledge exam and road skills exam. - Out of state Driver Privilege card learner's permits surrendered must be recorded in Customer Notes. The CSR must include issue and expiration dates. IMPORTANT: A customer who possesses a Driver Privilege card learner's permit from another state will be given credit towards the minimum holding period for the time that their permit is valid (not suspended, canceled, expired or revoked). - Associated Virginia Code §§: 46.2-325, 46.2-335			

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REQUIREMENTS: Age 18 and Older – Submitting a Foreign driver's license applying for a Virginia Driver Privilege Card (Original Issuance)

Requirements	Submitting a Foreign License from Canada, France, Germany, Japan, South Korea, or Taiwan ^{1,7}	Submitting a Foreign License from any other country ^{1,7}
Minimum Age	18 ²	18 ²
Application	DL-10	DL-10
Proof Documents ³ (DMV 309)	Identity/Age SSN Residency Reported VA Income	Identity/Age SSN Residency Reported VA Income
Driver Education	NOT Required	NOT Required
Vision Screening (DLG-2601)	REQUIRED	REQUIRED
Knowledge Exam (DLG-2602)	REQUIRED - TAIWAN NOT Required - Others	REQUIRED
Road Skills Exam (DLG-2603)	NOT Required	REQUIRED ⁵
Fee	REQUIRED	REQUIRED
Court Ceremony	NOT Required	NOT Required
TDP Validity Period ⁴	30 Days	30 Days
Additional Information	While customers from Canada are fully addressed above, customers from France, Germany, Japan, South Korea, and Taiwan must submit a DL7 upon initial application (refer to DLG-2103)	Customers are NOT required to hold a learner's permit and may take both knowledge and road skill exams on the same day
NOTES		
1. Licenses submitted should be verified as authentic using the International I.D. Checking Guide book. Previous versions of a foreign license are acceptable even if they are not pictured in the current guidebook. If the license does not match the guidebook's exact description, management should use discretion in verifying the license as authentic.		
2. Customers younger than age 18 are not eligible to take advantage of foreign reciprocity. Such customers should follow procedures for first-time issuance in accordance with their age.		
3. Customers must present all proof documents each time application is made until a Virginia credential is first issued (refer to DLG-0201 , 0301 , 0401).		
4. The system will automatically calculate the validity period and print the TDP.		
5. Customers age 18 or OLDER who present a Virginia Driver Training – Adult Waiver Certificate (DTS D) are not required to complete a DMV road skills exam.		
6. All applicants must take a photo at the time of application.		
7. If the customer presents a NATO or "A" Visa, the CSR must determine if the customer (or their dependent) has travel orders OR a letter from their country's Office of Defense Administration indicating an end date to their stay. - If the customer presents travel orders, the expiration date of the credential will be the end date shown on the orders. - CSRs must scan all documents to Identification Review (IR) and wait for further instructions if the: - CSR is unable to determine if the customer is a dependent of the primary visa holder. - Customer has a letter from their country's Office of Defense Administration. NOTE: If IR provides an answer on the same day, the CSR is responsible for contacting the customer.		
Associated Virginia Code S: 46.2-307		

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FRONT COUNTER CSR

1. Review the application(s) to ensure all required fields are completed by the customer.
 - If application is not complete, return application to the customer and have customer complete missing information.
2. Review customer proof documents in accordance with Acceptable Documents list [DMV 309](#).
3. Process the customer's Driver Privilege Card/Learner's Permit in accordance with [DLG-1.00](#).

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DMV DIRECT ACTIONS

- DMV DIRECT AGENT CAUTION: Continue to be diligent in not promising acceptability of documents to customers
 - Do NOT use phrases like:
 - "You have everything you need. Just go to a CSC and they will issue your document."
 - Use phrasing such as:
 - "The documents you have listed sound like they may be acceptable. You will need to take the documents to the CSC and have them verified. The CSC will make the final determination of your eligibility to receive your driver's license."
- For customers with out-of-state licenses or driver privilege cards who cannot produce a license or driver privilege card, advise the customer to obtain a driver's transcript from their home state that indicates the **Issue Date, License Status** and **Expiration Date**.
 - National Driver Register (NDR) and Commercial Driver's License Information System (CDLIS) responses or clearance letters from another state are not acceptable proof that the customer was issued an out of state license, driver privilege card or permit.
 - The transcript will be recorded on the customer's application and used as proof of licensing, but NOT as a proof document for identification.

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DRIVER'S EDUCATION REQUIREMENTS

The Virginia driver education program is required for the following customers:

DRIVER EDUCATION REQUIREMENTS – BY LICENSE TYPE	
Driver Privilege Card (FIRST TIME APPLICANTS)	
Age of Applicant	Requirement
Under 18 (Never held a license)	• Must complete a state approved driver education program, and • Hold a Learner's Permit for at least 9 months.
18 or Over (NEVER HELD A LICENSE)	Driver Education is OPTIONAL . A customer may choose to either: • Complete a state approved driver education program and have the 60 day learner's permit and road skills exam requirement waived OR • Hold a Virginia learner's permit for at least 60 days and complete a road skills examination at DMV.

Customers younger than age 18 are required to complete a Virginia approved driver education program prior to receiving their Virginia Driver Privilege Card. The program must consist of 36 classroom periods (completed online or in-person) and 14 in-car instruction periods, of which 7 are periods of driving and 7 are periods of observation. A period is defined as a session at least 50 minutes in duration where instruction is being administered (refer to [DLG-0801.2](#) for more information regarding Driver Education requirements).

Customers younger than the age of 18 applying for a Virginia Driver Privilege Card; presenting a standard learner's permit or a Driver Privilege Card learner's permit from another state, must hold the permit(s) for a period of 9 months and prove that they have completed an out-of-state driver education program. If they are unable to prove successful completion of an out-of-state driver education program, then they will be required to complete a Virginia approved driver education program.

Customers younger than the age of 18, transferring a Driver Privilege Card from another state, U.S. territory, Canadian province or territory, must prove that they completed a government approved driver education program in the other state, territory, or province that meets a minimum of 30 classroom hours and 6 in-car hours.

- Out of state driver privilege card holders, who do NOT present proof of driver's education, must either:
 - Present proof of the government approved out-of-state or Canadian driver's education that meets Virginia's minimum requirements,**OR**
 - Complete a Virginia approved program.

- Out of state driver privilege card holders who present proof of driver's education that DOES NOT meet a minimum of 30 classroom hours and 6 in-car hours, AND
 - Have held a license for LESS than one year must complete a Virginia approved program.
 - Have held a license **for at least one year** must successfully complete BOTH the driver knowledge and road skills exams.

Customers submitting an out of state learners permit or driver privilege card learner's permit may submit acceptable proof of a government approved driver education program completed (while residing) in the other state, territory or province that meets the minimum classroom and in-car hour requirements.

The driver education programs for some other states have already been determined to be acceptable in Virginia. For customers from these states, the out-of-state licenses or driver privilege cards serve as proof of completion and no further proof is required. A license or driver privilege card issued by one of the following acceptable states can be used as proof of driver education if the customer was at least the age indicated below ON THE ISSUE DATE of the out-of-state license or driver privilege card. The ages listed are based on the age that these states require driver education.

Driver's Licenses Serving as Proof of Driver Education (for customers younger than 18)	
Customers' Minimum Age	Applicable States' Licenses
The customer must have been at least age 14 when the license or driver privilege card was issued to be exempt from providing proof of driver education.	South Dakota
The customer must have been at least age 14 and 6 months when the license or driver privilege card was issued to be exempt from providing proof of driver education.	North Dakota
The customer must have been at least age 15 when the license or driver privilege card was issued to be exempt from providing proof of driver education.	Idaho and Montana
The customer must have been at least age 16 when the license or driver privilege card was issued to be exempt from providing proof of driver education.	California, Connecticut, Georgia, Hawaii, Illinois, Indiana, Iowa, Louisiana ¹ , Maine, Michigan, Minnesota, New Hampshire, North Carolina, Oregon, Vermont, Washington (state) and Wisconsin
1. A customer from Louisiana whose license or driver privilege card was issued at age 16 (ONLY) is exempt from providing proof of driver's education. A customer whose license or driver privilege card was issued at age 17 or older is required to provide proof of successful completion of driver's education.	
The customer must have been at least age 16 and 6 months when the license or driver privilege card was issued to be exempt from providing proof of driver education.	Maryland, Massachusetts, Pennsylvania and Rhode Island
Regardless of age, these states' licenses or driver privilege cards DO NOT prove completion of a comparable driver education program. The customer must present proof of successful completion of a program that is comparable to Virginia driver education programs; or complete a Virginia approved driver education program. Or, if the customer has held a driver's license or driver privilege card for at least 1 year AND they present proof of a government approved program that does not meet minimum requirements of Virginia approved driver education, they may successfully complete and pass a driver knowledge exam and a road skills exam to obtain a Virginia driver privilege card.	Alabama, Alaska, Arizona, Arkansas, Colorado, Delaware, Florida, Kansas, Kentucky, Mississippi, Missouri, Nebraska, Nevada, New Jersey, New Mexico, New York, Ohio, Oklahoma, South Carolina, Tennessee, Texas, Utah, Washington DC, West Virginia and Wyoming

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REPORTED VIRGINIA INCOME

Reported income and deductions must be verified with the Virginia Department of Taxation before a driver privilege card or driver privilege card/permit can be issued.

- DMV must verify the tax information or source of Virginia income/deductions provided by the applicant with the Virginia Department of Taxation prior to issuance of the driver privilege card license or permit.

Applicants must provide proof of reported income and deductions from Virginia sources or have been claimed as a dependent on an individual income tax return filed with the Commonwealth of Virginia in the past 12 months preceding the date of application.

The applicant must provide one of the forms below:

- Virginia Resident Form 760 – Individual Income Tax Return
- Virginia Part-Year Resident Income Tax Return Form 760PY
- Virginia Nonresident Income Tax Return Form 763

If the applicant is a dependent, their parent/guardian must provide one of the forms listed above along with the corresponding federal tax return document listing them as a dependent.

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IMPORTANT NOTES - MINORS

- Applicants younger than age 18 must have a parent/foster parent/legal guardian sign the Driver and Identification Privilege Card application ([DL-10](#)) to:
 - Give permission for the minor to receive the Driver Privilege Card learner's permit
 - And-
 - Give permission for the minor to receive the permanent Driver Privilege Card (upon completion of a Virginia approved driver education program).
- For a minor who is a foreign exchange student, the host parent's signature is NOT acceptable. Under this circumstance, the school at which the student is attending may mail or fax the [DL-10](#) to the parent/foster parent/legal guardian in the minor's native country to obtain the parental consent.
- A judge of the Juvenile and Domestic Relations Court where the minor resides must sign the [DL-10](#) if:
 - The minor has no parent or guardian
 - The minor has been found "Not Innocent" of any offense by a court
 - The minor has been found to be in need of supervision
- In the case of minors who have been found Not Innocent of an offense in Juvenile and Domestic Relations Court; who are required to obtain court consent to obtain a Driver Privilege Card or learner's permit; and who subsequently fail their exam, CSRs are to photocopy the application and return the original application to the customer. The photocopy should be filed appropriately with all other driver work and a note should be added to the photocopy indicating the reason that the original was returned.

<<<<<REVISION

- If driver education is completed at a public/private school or Driver Training School (DTS), the school often sends the driver education certificate to [License and ID](#) work center where the license is processed. Once it is produced, it will be sent to the juvenile and domestic relations court in the jurisdiction in which the minor resides to be held for a court presentation or mailed directly to the minor.
NOTE: The court licensing ceremony may be waived by the city/county of residence. If the ceremony is waived, the minor is not required to attend the ceremony and will receive their license by mail from DMV. (Refer to the [Court Licensing Ceremony Requirements](#))
- If a minor brings the driver education completion certificate (expired or unexpired) to a CSC, and the customer's record shows that the minor is not suspended nor revoked, and that no permanent driver's license or driver privilege card has been issued, the CSC is required to process the license transaction. Once the permanent driver privilege card is produced, it will be sent to the court located in the same jurisdiction as the juvenile's residence or mailed directly to the minor.
NOTE: The court licensing ceremony may be waived by the city/county of residence. If the ceremony is waived, the minor is not required to attend the ceremony and will receive their license by mail from DMV. (Refer to the [Court Licensing Ceremony Requirements](#)) **END REVISION>>>>>**
- If a customer needs to prove the original issue date of a previously issued learner's permit or driver privilege card learner's permit (usually necessary for behind the wheel programs), the CSR may issue a driver's transcript for a fee.
- Driver Privilege Cards for minors are usually issued from the [License and ID](#) Work Center using the image, signature and demographics captured during the Driver's Privilege card learner's permit application process. Also, the Driver Privilege Card expiration date will be the same as on the Driver Privilege card learner's permit.
- When customers (students) pass the knowledge test at a remote location, the high school provides the student with a remote testing receipt, informs them the test results will transmit immediately to DMV, and instructs the student to go to a CSC to obtain their Driver Privilege card instruction permit.
 - The test results must be recorded in the system as "passed" before the student may obtain their Driver Privilege card instruction permit.
 - The test results should automatically transmit to DMV and post to the customer's record immediately. The customer may or may not bring the receipt to the CSC – CSRs must verify the test results in the system.
 - If the test results are not recorded or are recorded incorrectly in the system, CSCs are not authorized to record or correct test results. CSRs must submit a DL9 eForm/Landing Zone request to the System Support Group to add the remote testing results or correct existing remote testing results that are displayed incorrectly in the system.
 - If the test results are over 1 year old, the customer must retest.

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IMPORTANT NOTES - VARIOUS

- Driver Privilege Cards will automatically show a class "D" indicating the customer has an operator's license.
- Payment for the Driver Privilege Card Learner's Permit is also payment for the Driver Privilege Card (with no extension of expiration date).
- A customer who possesses a learner's permit or Driver Privilege Card Learner's Permit will only be given credit towards the minimum holding period for the time that their permit is valid (not suspended, canceled, expired or revoked). The system will automatically calculate the period(s) of time that a customer has held a valid learner's permit.
- If a customer's presented credential does not display an issue date, NDR/CDLIS responses may be used as proof of the credential's issue date.
 - If a NDR/CDLIS inquiry does not yield an issue date, the CSR may contact the [CDL NDR](#) work center at (804) 367-1772 in attempt to discover the issue date.
 - If an issue date cannot be found in a NDR/CDLIS response, and the [CDL NDR](#) work center cannot provide an issue date, then the customer must present a driver's transcript as proof of the credential's issue date.
- A customer requesting a Driver Privilege Card learner's permit is not required to retake the knowledge exam if they have successfully completed their (Virginia) exam within 1 year. If the time lapse is greater than 1 year, a retest is required.
- See the chart below for a listing of U.S. Territories and Canadian Territories and Provinces:

U.S. Territories	Canadian Territories	Canadian Provinces	
American Samoa Guam Northern Mariana Islands Puerto Rico Virgin Islands	Northwest Territory Nunavut Yukon	Alberta British Columbia Manitoba New Brunswick Newfoundland and Labrador	Nova Scotia Ontario Prince Edward Island Quebec Saskatchewan

- For customers who indicate they are a veteran:
 - Provide the customer with a Veteran Service Brochure ([DMV 308](#))
 - Advise the customer to review the Virginia Veterans Resource Guide developed by the Department of Veterans Services for information on resources available to Virginia veterans at www.dvs.virginia.gov.
- Customers, exempt from the requirement to obtain a Virginia driver's license, who may drive on a valid out-of-state or out of country license, are:
 - Active duty military personnel, including their spouses and dependent children at least age 16 and 3 months
 - Full time, unemployed students attending an accredited school in Virginia
 - Active duty NATO military members serving in Virginia
 - Persons serving a full-time church service or proselyting mission of not more than 36 months and who are not gainfully employed.
- **If the customer or their spouse are in the military and live in on-post housing**, the customer must provide a valid United States Postal Service (USPS) mailing address. This may be their dwelling address or, if mail cannot be delivered to their dwelling address, they may also provide DMV with an alternate mailing address. Some on-post housing, such as military barracks, may not be recognized by the USPS. If the customer is unsure, advise the customer to check with their Unit Official Mail Manager.

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RELATED LINKS

[Driver Privilege Card Web Information](#)

Driver and Identification Privilege Card Application ([DL10](#))

[DMV 309](#)

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