

CHAPTER 605  
LICENSE ISSUANCE

**761—605.1(321) Scope.** This chapter of rules applies to the issuance of all Iowa driver's licenses. Additional information on the issuance of a commercial driver's license or a commercial driver's instruction permit is given in 761—Chapter 607.

This rule is intended to implement Iowa Code section 321.174.

**761—605.2(321) Contents of license.** In addition to the information specified in Iowa Code subsection 321.189(2), the following information shall be shown on a driver's license.

**605.2(1) Address.** A business address shall be used only when the licensee does not have an Iowa address and will not be able to establish a residence address in Iowa.

**605.2(2) Physical description.** The physical description of the licensee on the face of the driver's license shall include:

*a.* The licensee's eye color using these abbreviations: Blk-black, Blu-blue, Bro-brown, Gry-gray, Grn-green, Haz-hazel, and Pnk-pink.

*b.* The licensee's height in inches.

*c.* Rescinded IAB 11/8/06, effective 12/13/06.

This rule is intended to implement Iowa Code section 321.189.

**761—605.3(321) License class.** The driver's license class shall be coded on the face of the driver's license using these codes:

Class A—commercial driver's license

Class B—commercial driver's license

Class C—commercial driver's license

Class C—noncommercial driver's license

Class D—noncommercial driver's license, chauffeur

Class M—noncommercial driver's license, motorcycle only

This rule is intended to implement Iowa Code section 321.189.

**761—605.4(321) Endorsements.** The endorsements shall be coded on the face of the driver's license and explained in text on the back of the driver's license.

**605.4(1) For a commercial driver's license.** The following endorsements may be added to a Class A, B or C commercial driver's license using these letter codes:

H—Hazardous material

P—Passenger

N—Tank

X—Hazardous material and tank

T—Double/triple trailers

S—School bus

**605.4(2) For a Class D driver's license (chauffeur).** The following endorsements may be added to a Class D driver's license using these number codes:

1—Truck-tractor semitrailer combination

2—Vehicle with 16,001 pounds gross vehicle weight rating or more. Not valid for truck-tractor semitrailer combination

3—Passenger vehicle less than 16-passenger design

**605.4(3) Motorcycle endorsement.** A motorcycle endorsement may be added to any driver's license that permits unaccompanied driving, other than a Class M driver's license or a motorized bicycle license, using the following letter code:

L—Motorcycle

This rule is intended to implement Iowa Code section 321.189.

**761—605.5(321) Restrictions.** Restrictions shall be coded on the face of the driver's license and explained in text on the back of the driver's license.

**605.5(1) For all licenses.** The following restrictions may apply to any driver's license:

- B—Corrective lenses required
- C—Mechanical aid (as detailed in the restriction on the back of the card)
- D—Prosthetic aid (as detailed in the restriction on the back of the card)
- E—Automatic transmission
- F—Left outside mirror
- G—No driving when headlights required
- H—Temporary restricted license or permit (work permit)
- I—Ignition interlock required
- J—Restrictions on the back of card
- S—SR required (proof of financial responsibility for the future)
- T—Medical report required at renewal
- U—Not valid for 2-wheel vehicle
- V—Left and right outside mirrors
- W—Restricted commercial driver's license (CDL)
- Y—Intermediate license

**605.5(2) For a noncommercial driver's license.** The following restrictions apply only to a noncommercial driver's license:

- P—Special instruction permit
- Q—No interstate or freeway driving
- R—Maximum speed of 35 mph

**605.5(3) For a commercial driver's license.** The following restrictions apply only to a commercial driver's license:

- K—Commercial driver's license intrastate only
- L—Vehicle without air brakes
- M—Except Class A bus
- N—Except Class A and Class B bus
- O—Except tractor-trailer

**605.5(4) Special licenses.** A numbered restriction will designate a special driver's license using these codes:

- 1—Motorcycle instruction permit
- 2—Noncommercial instruction permit (vehicle less than 16,001 gross vehicle weight rating)
- 3—Commercial driver's instruction permit
- 4—Chauffeur's instruction permit
- 5—Motorized bicycle license
- 6—Minor's restricted license
- 7—Minor's school license

**605.5(5) Additional information.**

*a. Hearing impairment.* A person with a hearing aid or a noticeable loss of hearing may be restricted to a motor vehicle equipped with a left outside rearview mirror.

*b. Reexamination or report.* The department may issue a restriction requiring a person to reappear at a specified time for examination. The department may require a medical report to be submitted. The department shall send Form 430029 as a reminder to appear.

*c. Loss of consciousness or voluntary control.*

(1) If a person is licensed pursuant to 761—subrule 600.4(4), the department shall issue the first driver's license with a restriction stating: "Medical report to be furnished at the end of six months."

(2) If this medical report shows that the person has been free of episodes of loss of consciousness or voluntary control since the previous medical report and the report recommends licensing, the department shall issue a duplicate driver's license with a restriction stating: "Medical report required at renewal." At

each renewal accompanied by a favorable medical report, the department shall issue a two-year driver's license with the same restriction.

(3) If the latest medical report indicates the person experienced only a single nonrecurring episode, the cause has been identified, and the physician is not treating or has not treated the person for the episode and believes it is unlikely to recur, the department may waive the medical report requirement upon recommendation by the medical advisory board.

*d. Financial responsibility.* When a person is required under Iowa Code chapter 321A to have future proof of financial responsibility on file, the license restriction will read: "SR required." The license shall be valid only for the operation of motor vehicles covered by the class of license issued and by the proof of financial responsibility filed.

*e. Vision restriction.* Restrictions relating to vision are addressed in 761—Chapter 604.

This rule is intended to implement Iowa Code chapter 321A and sections 321.178, 321.180, 321.180A, 321.180B, 321.189, 321.193, 321.194, 321.215, 321J.4, and 321J.20.

**761—605.6** Reserved.

**761—605.7(321L) Handicapped designation.** Rescinded IAB 2/11/98, effective 3/18/98.

**761—605.8** Reserved.

**761—605.9(321) Fees for driver's licenses.** Fees for driver's licenses are specified in Iowa Code section 321.191. A license fee may be paid by cash, check or money order. If payment is by check, the following requirements apply:

**605.9(1)** The check shall be for the exact amount of the fee and shall be payable to: Treasurer, State of Iowa. An exception may be made when a traveler's check is presented.

**605.9(2)** One check may be used to pay fees for several persons, such as members of a family or employees of a business firm. One check may pay all fees involved, such as the license fee and the reinstatement fee.

This rule is intended to implement Iowa Code section 321.191.

**761—605.10(321) Waiver or refund of license fees.**

**605.10(1)** The department may waive payment of or refund the fee for a renewal or duplicate of a driver's license if:

*a.* An error occurs during the issuance process and is discovered by the applicant at the time of issuance. However, the fee shall not be waived or refunded if the error is discovered by department staff and is corrected within the 30-minute time period specified in paragraph "c" of this subrule.

*b.* An error occurs during the issuance process and is discovered during the edit process of updating the driver record, and the error requires the applicant to return to the driver's license station to have the error corrected.

*c.* The applicant is required to wait more than 30 minutes to renew a license or obtain a duplicate license. This 30-minute time period is determined by using an automated customer numbering system that monitors waiting time.

**605.10(2)** The department shall not waive payment of or refund a fee if the applicant does not have in the applicant's possession at the time of application the previously issued driver's license.

**605.10(3)** The department shall not waive payment of or refund fees for any of the following transactions: reinstatements following sanctions, new applications, or applications requiring knowledge or skills testing.

This rule is intended to implement Iowa Code section 321.192.

**761—605.11(321) Duplicate license.**

**605.11(1) Lost or destroyed license.** To replace a valid license that is lost or destroyed, the licensee shall submit Form 430052 and proof of age, identity and social security number. The replacement fee is \$3.

**605.11(2) Voluntary replacement.** The department shall issue a duplicate of a valid license to an eligible licensee if the license is surrendered to the department and the \$1 voluntary replacement fee is paid. Voluntary replacement includes but is not limited to:

- a. Replacement of a damaged license.
- b. Replacement to change the address on a license.
- c. Replacement to change the name on a license. The licensee shall submit an affidavit of the name change on Form 430043. The affidavit must be accompanied by one of the following documents:
  - (1) Court-ordered name change. It must contain the full name, date of birth, and court seal.
  - (2) Divorce decree.
  - (3) Marriage certificate.
- d. Replacement to change the sex on a license. The licensee shall submit court documentation of the sex change.
- e. Issuance of a license without the words “under 21” to a licensee who is 21 years of age or older.
- f. Issuance of a license without the words “under 18” to a licensee who is 18 years of age or older. (If the licensee is under 21 years of age, the words “under 21” will replace the words “under 18.”)
- g. Issuance of a noncommercial driver’s license to an eligible person who has been disqualified from operating a commercial motor vehicle.
- h. Replacement of a valid license before its expiration date to obtain a license issued under the new classification system.

This rule is intended to implement Iowa Code sections 321.189, 321.195, and 321.208.  
[ARC 7902B, IAB 7/1/09, effective 8/5/09]

**761—605.12(321) Address changes.**

**605.12(1)** A licensee shall notify the department of a change in the licensee’s mailing address within 30 days of the change. Notice shall be given by:

- a. Submitting the address change in writing to the office of driver services, or
- b. Appearing in person to change the mailing address at any driver’s license examination station.

**605.12(2)** Parents or legal guardians may provide written notice of a mailing address change on behalf of their minor children.

**605.12(3)** The department may use U.S. Postal Service address information to update its address records.

This rule is intended to implement Iowa Code sections 321.182 and 321.184.

**761—605.13 and 605.14** Reserved.

**761—605.15(321) License extension.**

**605.15(1) Six-month extension.** An Iowa resident may apply for a six-month extension of a license if the resident:

- a. Has a valid license,
- b. Is eligible for further licensing, and
- c. Is temporarily absent from Iowa or is temporarily incapacitated at the time for renewal.

**605.15(2) Procedure.** The licensee shall apply for an extension by submitting Form 430027 to the department. The form may be obtained from and submitted to a driver’s license examination station. The licensee may also apply by letter to the address in 761—600.2(17A).

a. A six-month extension shall be added to the expiration date on the license. When the licensee appears to renew the license, the expiration date of the renewed license will be computed from the expiration date of the original license, notwithstanding the extension.

- b. The department shall allow only two six-month extensions.

This rule is intended to implement Iowa Code section 321.196.

**761—605.16(321) Military extension.**

**605.16(1)** *Form 430028.* A person who qualifies for a military extension of a valid license should request Form 430028 from the department and carry it with the license for verification to peace officers. Form 430028 explains the provisions of Iowa Code section 321.198 regarding military extensions.

**605.16(2)** *Request for retention of record.* A person with a military extension may request that the department retain the record of license issuance for the duration of the extension or reenter the record if it has been removed from department records. The request may be made by letter or by using Form 430081. The letter or Form 430081 shall be signed by the person's commanding officer to verify the military service and shall be submitted to the department at the address in 761—600.2(17A).

**605.16(3)** *Renewal of license after military extension.* When an applicant renews a license after a military extension, the department may require the applicant to provide documentation of both the military service and the date of separation from military service.

**605.16(4)** *Reinstatement after sanction.* A person with a military extension whose license has been canceled, suspended or revoked shall comply with the requirements of 761—615.40(321) to reinstate the license.

This rule is intended to implement Iowa Code section 321.198.

**761—605.17 to 605.19** Reserved.

**761—605.20(321) Fee adjustment for upgrading license.** The fee for upgrading a driver's license shall be computed on a full-year basis. The fee is charged for each year or part of a year between the date of the change and the expiration date on the license.

**605.20(1)** The fee to upgrade a driver's license from one class to another is determined by computing the difference between the current license fee and the new license fee as follows:

- a. Converting noncommercial Class C to Class D—\$4 per year of new license validity.
- b. Converting Class M to Class D with a motorcycle endorsement—\$4 per year of new license validity.
- c. Converting Class M to noncommercial Class C with a motorcycle endorsement—\$1 one-time fee.

**605.20(2)** The fee to add a privilege to a driver's license is computed per year of new license validity as follows:

Noncommercial Class C (full privileges from a restricted Class C)	\$4 per year
Motorized bicycle	\$4 per year
Minor's restricted license	\$4 per year
Minor's school license	\$4 per year
Motorcycle instruction permit	\$1 per year
Motorcycle endorsement	\$1 per year

This rule is intended to implement Iowa Code sections 321.189 and 321.191.

**761—605.21 to 605.24** Reserved.

**761—605.25(321) License renewal.**

**605.25(1)** A licensee who wishes to renew a license shall apply at a driver's license examination station and, if required, pass the appropriate examination.

**605.25(2)** A valid license may be renewed 30 days before the expiration date. If this is impractical, the department for good cause may renew a license earlier.

**605.25(3)** A valid license may be renewed within 60 days after the expiration date, unless otherwise specified.

This rule is intended to implement Iowa Code sections 321.186 and 321.196.

**761—605.26(321) License renewal by mail.** Rescinded IAB 3/20/02, effective 4/24/02.  
[Filed emergency 6/7/90—published 6/27/90, effective 7/1/90]  
[Filed emergency 10/24/90—published 11/14/90, effective 10/24/90]  
[Filed 5/9/91, Notices 11/14/90, 2/20/91—published 5/29/91, effective 7/3/91]  
[Filed 12/18/91, Notice 11/13/91—published 1/8/92, effective 2/12/92]  
[Filed 11/4/93, Notice 9/29/93—published 11/24/93, effective 12/29/93]  
[Filed emergency 1/10/94—published 2/2/94, effective 1/10/94]  
[Filed 10/30/96, Notice 9/25/96—published 11/20/96, effective 12/25/96]  
[Filed 1/21/98, Notice 12/17/97—published 2/11/98, effective 3/18/98]  
[Filed 10/28/98, Notice 9/23/98—published 11/18/98, effective 12/23/98]  
[Filed emergency 7/20/00 after Notice 6/14/00—published 8/9/00, effective 7/24/00]  
[Filed 2/15/02, Notice 12/26/01—published 3/20/02, effective 4/24/02]  
[Filed 6/19/02, Notice 4/17/02—published 7/10/02, effective 8/14/02]  
[Filed emergency 3/21/03—published 4/16/03, effective 3/21/03]  
[Filed emergency 6/15/05 after Notice 5/11/05—published 7/6/05, effective 7/1/05]  
[Filed 6/14/06, Notice 4/12/06—published 7/5/06, effective 8/9/06]  
[Filed 10/11/06, Notice 8/30/06—published 11/8/06, effective 12/13/06]  
[Filed ARC 7902B (Notice ARC 7721B, IAB 4/22/09), IAB 7/1/09, effective 8/5/09]

<sup>1</sup> Effective date of December 29, 1993, for 761—605.26(2) “a” and “d,” delayed 70 days by the Administrative Rules Review Committee at its meeting held December 15, 1993; delay lifted by this Committee on January 5, 1994, effective January 6, 1994.