

CHAPTER 601  
APPLICATION FOR LICENSE

**761—601.1(321) Application for license.**

**601.1(1) General.** In addition to the information required under Iowa Code sections 321.182 and 321.196, the information in this rule is required from an applicant for a driver's license. Additional requirements for a commercial driver's license are found in 761—Chapter 607.

**601.1(2) Name.** The applicant's full name shall be given on the application. Civilian and military titles and nicknames shall not be used.

**601.1(3) Out-of-state verification.** If a person is licensed in another licensing jurisdiction but does not have a current out-of-state license to surrender, the department may require an official letter from the out-of-state licensing agency before issuing a license. The official letter must verify the person's driving record to assist the department in determining whether it is safe to grant the person a license.

**601.1(4) Disabilities.** The applicant shall indicate and explain any mental or physical disabilities which might affect the applicant's ability to operate a motor vehicle safely.

**601.1(5) Physical description.** Physical description shall include the applicant's weight to the nearest pound.

**601.1(6) Address.** The applicant shall provide the applicant's residential address and mailing address, if different from the residential address.

**601.1(7) Signature.**

*a.* The applicant's signature shall be without qualification and shall contain only the applicant's usual signature without any other titles, characters or symbols.

*b.* The applicant's signature certifies that the statements on the application are true and the fee collected was correct.

*c.* The applicant's signature acknowledges that the applicant is aware of the requirement to notify the department of a change in mailing address within 30 days of the change.

*d.* A driver's license clerk or examiner will initial the application as witness.

This rule is intended to implement Iowa Code sections 321.182, 321.196 and 321C.1, Article V.

**761—601.2(321) Surrender of license and nonoperator's identification card.** An applicant for a driver's license shall surrender all other driver's licenses and nonoperator's identification cards. This includes those issued by jurisdictions other than Iowa.

This rule is intended to implement Iowa Code section 321.182.

**761—601.3 and 601.4** Reserved.

**761—601.5(321) Proofs submitted with application.** A person who applies for a new driver's license or nonoperator's identification card or a duplicate license or card to replace one that is lost or destroyed shall submit proof of age, identity and social security number.

**601.5(1) Social security number verification.** One or more of the following documents may be accepted as verification of an applicant's social security number. The documents must be issued in the United States.

*a.* Social security card issued by the Social Security Administration. A metal version of the card is not acceptable.

*b.* Letter from the Social Security Administration.

*c.* Document issued by the Internal Revenue Service or a state tax agency. Form W-2 and tax forms completed by the taxpayer are not acceptable.

*d.* Financial statement containing the social security number.

*e.* Payroll stub containing the social security number.

*f.* Military identification card containing the social security number.

**601.5(2) Proof of age and identity.** An applicant shall submit one primary document and one secondary document from the following lists as proof of age and identity. The documents must be issued in the United States unless otherwise specified.

*a.* Acceptable primary documents include:

(1) Photo driver's license or a certified copy of the license. The license cannot be expired for more than one year.

(2) Photo identification card or a certified copy of the card. The agency that issued the card must be the same agency that issues drivers' licenses in the state of issuance. The card cannot be expired for more than one year.

(3) Birth certificate issued in the United States or Canada. It must be an original or a certified copy, have the stamp or raised seal of the issuing authority, and be issued by the state bureau of vital statistics, the state board of health, or a comparable agency. A hospital-issued certificate is not acceptable.

(4) Immigration and Naturalization Service document from the following list:

1. Certificate of Naturalization (N-550, N-570 or N-578).

2. Certificate of Citizenship (N-560, N-561 or N-645).

3. Northern Mariana Card (I-551).

4. American Indian Card (I-551).

5. U.S. Citizen Identification Card (I-179 or I-197).

6. Resident Alien Card (I-151, I-551, AR-3, AR-3A or AR-103).

7. Temporary Resident Identification Card (K-688).

8. Nonresident Alien Canadian Border Crossing Card (I-185 or I-586).

9. Record of Arrival and Departure (I-94) with attached photo that is stamped "Temporary Proof of Lawful Permanent Resident."

10. "Processed for I-551" stamp in a valid foreign passport.

11. Permanent Resident Re-entry Permit (I-327).

12. Refugee Travel Document (I-571).

13. Record of Arrival and Departure (I-94) in a Certificate of Identity.

14. Employment Authorization Card (I-688A, I-688B, or I-766).

15. Record of Arrival and Departure (I-94) stamped "Refugee," "Parole," "Parolee," or "Asylee."

16. Record of Arrival and Departure (I-94) coded Section 207 (Refugee), Section 208 (Asylum), Section 209 (Refugees), Section 212d(5) (Parolee), HP (Humanitarian Parolee), or PIP (Public Interest Parolee).

(5) Court order. It must contain the full name, date of birth, and court seal. This does not include an abstract of criminal or civil conviction.

(6) Military identification card. This does not include a military dependent identification card.

(7) Valid passport issued by the United States or Canada. If the passport is Canadian, the appropriate Immigration and Naturalization Service document is also required.

(8) Identification card issued by Canadian Department of Indian Affairs. A card issued by the United States Bureau of Indian Affairs is not acceptable. A tribal identification card is not acceptable.

(9) Inmate Descriptor Inquiry, Client Information Inquiry or Offender Snapshot document issued by the Iowa department of corrections. The document must contain the full name and date of birth and be notarized.

*b.* Acceptable secondary documents include:

(1) Any primary document.

(2) Bureau of Indian Affairs or Indian Treaty Card. A tribal identification card is not acceptable.

(3) Photo driver's license or state-issued photo identification card that has been expired for more than one year.

(4) Court order that does not contain the applicant's date of birth but does contain the full name.

(5) Foreign birth certificate. It must be translated by an approved translator.

(6) Military discharge or separation papers.

(7) Military dependent identification card.

(8) Employer identification card.

- (9) Health insurance card.
- (10) Document issued by the Internal Revenue Service or a state tax agency. Form W-2 and tax forms completed by the taxpayer are not acceptable.
- (11) Marriage license or certificate.
- (12) Medical records from a doctor or hospital, original or authenticated.
- (13) Gun permit.
- (14) Pilot's license.
- (15) School record or transcript. It must be certified.
- (16) Social security card issued by the Social Security Administration. A metal version of the card is not acceptable.
- (17) Social insurance card issued by the Canadian government.
- (18) Photo student identification card.
- (19) Vehicle certificate of title. A vehicle registration is not acceptable.
- (20) Voter registration card.
- (21) Welfare card.
- (22) Prison release document.
- (23) Parent or guardian affidavit. The parent or guardian must appear in person, submit proof of the parent's or guardian's age and identity, and submit a certified or notarized affidavit regarding the child's identity. This applies only to minors.

c. The department may require additional documentation if the department believes that the documentation submitted is questionable or if the department has reason to believe that the person is not who the person claims to be.

**601.5(3) Name change verification.** The name listed on the license or nonoperator's identification card that is issued shall be identical to the name contained on the primary document submitted unless the applicant submits an affidavit of name change on Form 430043. The affidavit must be accompanied by one of the following documents:

- a. Court-ordered name change. It must contain the full name, date of birth, and court seal.
- b. Divorce decree.
- c. Marriage license or certificate.

This rule is intended to implement Iowa Code sections 321.182 and 321.189.

**761—601.6(321) Parental consent.** An unmarried person under the age of 18 who applies for an Iowa license shall submit parental consent and birth date confirmation on Form 430018, "Parents Consent Form." The parent's signature must be notarized; however, in lieu of notarization it may be witnessed by a driver license examiner or clerk. No exception shall be made for parental absence from Iowa. A married person under the age of 18 shall submit documentation of marriage to avoid submission of the consent form.

This rule is intended to implement Iowa Code section 321.184.

[Filed emergency 6/7/90—published 6/27/90, effective 7/1/90]

[Filed 12/18/91, Notice 11/13/91—published 1/8/92, effective 2/12/92]

[Filed 11/1/95, Notice 9/27/95—published 11/22/95, effective 12/27/95]

[Filed 10/30/96, Notice 9/25/96—published 11/20/96, effective 12/25/96]

[Filed emergency 4/3/97—published 4/23/97, effective 4/3/97]

[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 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]