Guide for First Time DL/ID Applicants
The Driver License Division Guide for First Time DL/ID Applicants is designed as a visual aid to guide you through the Driver License (DL) and Identification (ID) card application process.

Disclaimer: The images in the Guide for First Time DL/ID Applicants are examples of documents that may be required to obtain a DL or ID card.
As a first time Texas applicant, you will need to complete form DL-14A, the Application for Texas DL or ID card, before going to the office.

For more information, visit DL-14A Application for Texas DL or ID card.
These are the basic steps in the DL and ID card first time application process.

1. PROVIDE REQUIRED DOCUMENTS
2. WOULD YOU LIKE TO BE AN ORGAN DONOR?
3. SHOW YOUR APPLICATION
4. IS YOUR HOME ADDRESS DIFFERENT FROM YOUR MAILING ADDRESS?
5. PLACE BOTH THUMBS ON SCANNER
6. SIGN SIGNATURE PAD
7. REMOVE GLASSES AND HAT FOR PHOTO IN FRONT OF BLUE SCREEN
8. PAY FEES
9. ARE YOU WEARING GLASSES OR CONTACTS? TAKE VISION TEST
10. DRIVER LICENSE (DL), IDENTIFICATION CARD (ID), OR LEARNER PERMIT WILL ARRIVE BY MAIL WITHIN 45 DAYS

Thank you!
Do you have one of these documents to prove identity? If not, then go to the next page.

For a complete list of acceptable documents, visit How to apply for a Texas Driver License.
Step 1

Skip this page if you already have an identity document on the prior page.

Do you have an original or certified copy of one of these documents? If not, then go to the next page.

For a complete list of acceptable documents, visit Identification Requirements.

Originals or certified copies only
Skip this page if you already have an identity document on the prior page.

Do you have an original of one of these documents? If not, then go to the next page.

For a complete list of acceptable documents, visit How to apply for a Texas Driver License.
Skip this page if you already have an identity document on the prior page.

Do you have an original of one of these documents? If not, then visit the link below.

For a complete list of acceptable documents, visit How to apply for a Texas Driver License.
Do you have two documents for proof of residency in Texas with your name on it. The next three pages provide examples.

For a complete list of acceptable documents, visit Texas Residency Requirement for Driver Licenses and ID Cards.
Texas Residency document examples continued.

For a complete list of acceptable documents, visit Texas Residency Requirement for Driver Licenses and ID Cards.

Utility bills and other documents must contain applicant’s name and residential address.
Texas Residency document examples continued. If you don't have one of these documents, visit the link below.

For a complete list of acceptable documents, visit [Texas Residency Requirement for Driver Licenses and ID Cards](#).
Your two Texas residency documents with your name on each, must be dated over 30 days old but less than 180 days old.

*For a complete list of acceptable documents, visit Texas Residency Requirement for DLs and ID cards.*
Do you have proof of your Social Security Number (SSN)? If not, you will complete an affidavit at the driver license office.

For a complete list of acceptable documents, visit Social Security Number.
Are you a teen applying for a Texas DL or ID for the first time? If yes, your parent or legal guardian must come with you.

For more information on parent or legal guardian requirements, visit How to apply for a Texas Driver License as a Teen.
Do you own a vehicle? If so, you are required to show proof of Texas registration and insurance, in your name.

For more information, visit Texas Department of Motor Vehicles.
If you are under 25 years of age, you must provide proof of Driver Education and school enrollment.

For more information, visit Texas Department of Licensing & Regulation (TDLR) Driver Education & Driving Safety.
You will be required to provide your Impact Texas Drivers (ITD) certificate of completion before you take the drive test.

For more information, visit Impact Texas Drivers (ITD).
If you have a communication barrier, you may be required to bring a physician’s statement to the Driver License office. For more information, visit Communication Impediment with a Peace Officer.
You will submit your DL-14A application, and swear or affirm the information you provide is true and correct.

For more information, visit DL-14A Application for Texas DL or ID card.
You will be asked to provide two emergency contacts on your DL-14A application.

For more information, visit DL-14A Application for Texas DL or ID card.

### Emergency Contact Information

| Step 2 | continued |

In the event of injury or death would you like to provide two (2) emergency contacts? If yes, please list:

<table>
<thead>
<tr>
<th>a) Name</th>
<th>Telephone Number</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td>b) Name</td>
<td>Telephone Number</td>
<td>Address</td>
</tr>
</tbody>
</table>

Do you have a person who should be contacted in case of an emergency?
You will be asked if you want to join the Organ Donor Registry. If yes, your card will be printed with a Hero’s Heart symbol as a reminder of your choice to save lives.

For more information, visit Donate Life Texas.
You will be asked to provide your home address to be listed on your DL or ID card, and an address your card will be mailed to, if different.
You will be asked to provide your signature for your DL or ID card.

Step 5: Sign your name electronically.

Select the “OK” button after signing your name.
You will be asked to provide your thumbprints for your DL or ID card.

Place both thumbs on the lighted scanner. Hold them there until the employee says finished.
Your photo will be taken for your DL or ID card.

--- Step 7 ---

Stand in front of the blue screen

Remove hats and glasses

Smile and look at the blue dot. Your picture will be taken.
Driver License offices accept the following forms of payment: credit card; check; money order, and *cash.

*Cash is not accepted in the Big Lake Driver License office.
These are the basic fees for a Texas DL and ID card.

For a complete list of DL, ID and CDL fees, visit Driver License Division Fees.

### Step 8 - Fees

<table>
<thead>
<tr>
<th>New Driver License (Class A, B, or C or Learner)</th>
<th>New Identification (ID) Card</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Age</strong></td>
<td><strong>Fee</strong></td>
</tr>
<tr>
<td>Under 18</td>
<td>$16</td>
</tr>
<tr>
<td>18 to 84</td>
<td>$33</td>
</tr>
<tr>
<td>85 and older</td>
<td>$9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Renew License (Class A, B, or C)</th>
<th>Renew Identification (ID) Card</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Age</strong></td>
<td><strong>Fee</strong></td>
</tr>
<tr>
<td>Under 18</td>
<td>N/A</td>
</tr>
<tr>
<td>18 to 84</td>
<td>$33</td>
</tr>
<tr>
<td>85 and older</td>
<td>$9</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Replace* License (Class A, B, or C)</th>
<th>Replace* Identification (ID) Card</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Age</strong></td>
<td><strong>Fee</strong></td>
</tr>
<tr>
<td>All Ages</td>
<td>$11</td>
</tr>
</tbody>
</table>

*Replace a lost, stolen, or damaged license, change address or name, or test to add or remove restrictions

**Other Cases**

- Disabled veterans (60%): new or renewal Free (with approved documentation)
- Limited term driver license for temporary visitors to the US: $25
Vison test requirements are for DL applicants only.

--- Step 9 ---

Do you wear glasses or contacts?

Yes or No

Say the colors on Line -

If instructed, write your answers

Vision Test
You may be required to get an eye exam from a physician, if you do not pass the vision test at a Driver License office.
The computer or written test is required for new DL applicants, and DLs that are expired more than two years. This does not include some transfers of valid out of state licenses, or applicants tested by a registered third party tester.

Step 10

Knowledge Test

When you are finished with your test, return to the designated area.

If you have computer problems while testing, get help from______________________.
As part of the vision, written and skills testing, a restriction may be added. These are a few of the common DL restrictions.

For a complete list of DL restrictions, visit Driver License Endorsements and Restrictions.

**Restrictions**

**A** – Drive with corrective lenses

**B** – Must have a licensed operator over age 21 with at least one year of driving experience in the front seat while driving

**F** – Must hold a valid learner license until MM/DD/YY

**G** – Must not operate a motor vehicle between midnight and 5:00am unless driving to/from work or school-related activity, or due to a medical emergency.

Must not have more than one passenger under the age of 21 who is not a family member

**S** – Outside rearview mirror or hearing aid
You will receive your card by mail, within 45 days.
For more information on the DL or ID card application process, visit these resources.

- What to Bring With You for a DL or ID card
- What it Takes to Apply for a DL or ID card brochure
- Texas Driver Handbook
- Search for a Driver License office
- Save Time and Avoid the Lines Get in Line, Online
- Texas Driver License homepage
- Customer Service Center FAQ’s

Resources