

TO ALL DRIVER EDUCATION STUDENTS

If you are under 18 years of age, applying for a drivers license, please use this as a reference guide.

When you go to the Secretary of State facility to apply for the driver license, you must:

- Be at least **16 years of age** and have in your possession the following items:
- Your **valid instruction permit**, that is at least **9 months old**
- **Check on-line** to determine if you have been approved for licensing and print your blue slip out (Driver Education Website)
- Have a **certified birth certificate** (no hospital birth certificates are acceptable)
- Your **social security card** bearing your signature
- **Proof of residency** (postmarked envelope addressed to you is acceptable)
- The completed **50 hour certification form** (Signed by parents)
- **Road Test Certificate** – remember even if you passed the road test at Dundee-Crown you may be **spot checked for road testing**
- If you have to take the road test at the SOS, please have a **valid insurance card** for the vehicle you will be using to take the driving test. Vehicles are **not supplied** by the state
- **Check online** to determine if you have been approved for licensing and print your blue slip out (Driver Education Website)

Online Approval

All Certificates of Completion (Blue Slips) will now be conducted online. Upon completion of all phases of driver education at Dundee-Crown each instructor will electronically submit your name to the Illinois State Board of Education. Your information will then be forwarded to the Secretary of State electronically within the next 24-48 hours.

You can check to see if you are ready for licensing by following the links below:

D-C Driver Education Site - <http://www.d300.org/~andrewlambert/dundee-crown-drivers-education>

Click on the link: **Click Check Drivers License Status** and follow it to:

Illinois State Board of Education – <https://isbes1.isbe.net/driveredweb/Inquiry.asp>

Type your permit number in the box provided. Insert only letter and numbers no spaces or dashes.

If you are approved print out the page and bring it with you along with all your other documentation to the Secretary Of State facility when you are ready for licensing.

If you are **NOT** approved and you have completed all phases of driver education at Dundee-Crown contact your instructor for further information.

Mr. Lambert – 224-484-51119 – Andrew.Lambert@d300.org

Mr. Kruse – 224-484-5118 – Robert.Kruse@d300.org

Mr. Feldmann – 224-484-5113 – Charles.Feldmann@d300.org

Mr. Sawyer – 224-484-5121 – Jonathan.Sawyer@d300.org

First Time Illinois Drivers License/Identification Card Applicant: An applicant applying for a Driver License or Identification Card for the first time in the State of Illinois, must present one document from *each* of Group A, B, C, and D. (See the chart on page 4)

- 1. Duplicate/Corrected Drivers License/Identification Card:** An applicant for either a duplicate or corrected Drivers License or Identification Card must present one form of identification from Group A, and at least one form from *either* Groups B, C, or D. An applicant who requests a change in Name, Date of Birth, Social Security Number or Gender must provide acceptable identification to create a link pertaining to the change between the previous information and the new information.
- 2. Illinois Driver License/Identification Card Renewal:** Applications renewing their current Illinois Drivers License or Identification Card need only present their current valid license or ID Card. If they do not have their current driver's license or ID card, then they must present one form of identification from Group A and at least one form from *either* Groups B, C, or D.

Note: After review of all identification presented, management has the right to accept or refuse any document.

UNACCEPTABLE IDENTIFICATION DOCUMENTS

Bond Receipt of Bond Card
Business Card
Check Cashing Cards
Club or Fraternal Memberships Cards
College or University Identification Cards
Commercially produced (non-State or unofficial) ID Cards
Firearm Owner ID
Fishing License
Handwritten ID or Employment Cards
Hunting License
IDPA (Public Aid) Cards
Instruction Permit/Receipts
Insurance and/or Bail Bond Cards
Library Card
Temporary Driver License
Traffic Citation (Arrest Ticket)
Verification by family members other than Father, Mother, or legal Guardian
Verification by non-family members other than High School Driver Education Instructor or Secretary of State Personnel
Video Club Membership Cards
Wallet ID's
Unlicensed Financial Institution Loan Papers

**ACCEPTABLE IDENTIFICATION
(PHOTOCOPIES WILL NOT BE ACCEPTED)**

Please note, after review of all identification presented, the Sec. of State has the right to accept or refuse any document.

A Written Signature	B Proof of Date of Birth*	C Social Security Number	D Residency/Personal Date
<p>Cancelled Check (w/in 90 days) CDTP Certification Form Court Order Credit Card-Major Brand Driver Education Certificate (Blue Slip) Government Drivers License Government Identification Card Illinois Drivers License – “Current” INS Forms: 1-551 (Alien Registration Card) 1-688 (Temporary Resident Card) 1-688A (Employment Auth. Card) 1-688B (Employment Auth. Card) 1-766 (Employment Auth. Card) 1-94 (Arrival/Departure Record) w/ Valid Passport Medicare Card - With suffix A,J,H,M, or T Military Drivers License – US Military Identification Card – US Military Service Record – DD214 Mortgage or Installment Loan Documents Out of State Drivers License/ID card - “must be current” Passport – Valid U.S. or Foreign Social Security Card</p>	<p>Adoptions Records Birth Certificate Court Order – Change of Birth Date Official Grade/High School Transcript Illinois drivers License – “Current” Illinois Identification Card – “Current” INS Forms: 1-551 (Alien Registration Card) 1-688 (Temporary Resident Card) 1-688A (Employment Auth. Card) 1-688B (Employment Auth. Card) 1-766 (Employment Auth. Card) 1-94 (Arrival/Departure Record) w/ Valid Passport Military Drivers License – US Military Identification Card – US Military Service Record – DD214 Naturalization Certificate Passport - Valid with Complete Date of Birth Social Security Award Letter (Pimary Beneficiary Only)</p>	<p>Illinois Drivers License Record Illinois Identification Card Record Military Drivers License – US Military Identification Card – US Military Service Record – DD214 Social Security Award Letter (Pimary Beneficiary Only) Social Security Care - Issued by Social Security Admin.</p>	<p>Examples of residency may be, but are not limited to the following: Utility Bill Vehicle Registration Card Voter Registration Card</p> <p>Current forms of identification with an Illinois street address which does not appear on the list of unacceptable identification any also be used to verify residency. Any document listed in Group A, B, or C and other forms of identification not listed as unacceptable may be used to verify personal data.</p> <p>For a name change, the identification must be a document, which provides a link to the established DL/ID file.</p>

*"Group B" documents must contain the applicant's full name and date of birth and must be verifiable. To be verifiable, it must be possible to contact the regulatory authority to confirm the authenticity of the document.

**Original or certified by a Board of Health or Bureau of Vital Statistics within the U.S. or by the U.S. State Department.

A certified copy is a document produced by the issuing jurisdiction which has an embossed seal or an original stamped impression

Foreign language birth certificates are accepted as “proof” if accompanied with any other item listed in Group B