**Charlotte Area**

 **DMV locations**



A Guide for

International Students

Brochure provided by:

International Student Services Office

06.14.17

**Johnson & Wales University**

International Student Services

801 W. Trade Street

Charlotte, NC

[www.jwu.edu/charlotte/isso](http://www.jwu.edu/charlotte/isso)

**How to Obtain a North Carolina Driver’s License or State ID Card**

Date of publication



**Charlotte-East**

6635 Executive Circle, #130

Charlotte, NC 28212

(704) 531-5563

Mon-Fri 7:00 am – 5:00 pm

Saturday 8:00 am – 12:00 pm

**Charlotte-West**

6016 Brookshire Boulevard,

Charlotte, NC 28216

(704) 392-3266

Monday-Friday 7:00 am – 5:00 pm

Saturday 8:00 am – 12:00 pm

**Charlotte-South**

201-H West Arrowood Road

Charlotte, NC 28217

(704) 527-2562

Monday-Friday 7:00 am – 5:00 pm

Saturday 8:00am - 12:00 pm

Please visit the following websites

for further information

on obtaining:

North Carolina Driver’s License [www.ncdot.org/dmv/driver/license](http://www.ncdot.org/dmv/driver/license)

or

North Carolina State ID Card

[www.ncdot.org/dmv/driver/id](http://www.ncdot.org/dmv/driver/id)

Check out the

International Student Resources Guide found on

[www.pinterest.com/JWUCharlotteISS](http://www.pinterest.com/jwucharlotteiss)

Driver’s License and State ID instructions

**Step 1: Gather Documents Needed**

**Proof of Residency**

Request an enrollment verification letter from you International Student Advisor by sending an email to cmoses@jwu.edu . Be sure you have updated jwuLink with your current address before making this request.

**Proof of Age and Identity**

International students will need the following:

1. A **valid,** **unexpired Passport**

2. A **valid unexpired Visa**

3. **I-94 Admission Number** – you must print it from this website [https://i94.cbp.dhs.gov/i94](https://i94.cbp.dhs.gov/I94)

[4. **Valid and unexpired I-20**](https://i94.cbp.dhs.gov/I94)

5. [Bring your **Social Security Card,** if you have one. If you do not, it’s okay. It is **not** required.](https://i94.cbp.dhs.gov/I94)

**Proof of Liability Car Insurance**

If you already have a car, you will need to show proof of an automobile liability insurance policy. **Those applying for a State ID will NOT need this documentation.**

The policy needs to show the following: 1. Applicant’s name

2. Effective date of the policy

3. Expiration date

The Proof of Liability Car Insurance requirement does not apply to applicants who do not own a vehicle. As a result however, you may be required to complete a certification of exemption (DL-123A) to be signed at the driver’s license office. Even if you do not own or drive a currently registered vehicle you may still apply for a license, but a restriction will be placed on your driver’s license. This restriction limits you to only driving "fleet vehicles" which as an international student you will not have access to. Therefore you need to have this restriction removed and pay the Liability Insurance Restriction Removal Fee of $10.00. As a result of not owning a car and thus not having liability insurance, you will be issued a Learner’s Permit for a limited period of time before your Driver’s License with full privileges will be issued.

**Step 2: Choose a DMV Office Location**

You will find a list of locations on the back of this brochure.

**Step 3: Take the Tests (not needed for state ID card)**

You will be applying for a **Class C** Driver’s license or permit and must pass all five of the following tests:

1. **Vision**
2. **Traffic and Regulatory Signs** – see handbook for examples. Website listed on back of brochure.
3. **Driving Knowledge** – Traffic laws & Driving Practices; **Be sure to review**

**the driver’s handbook before taking the exam.**

1. **Driving Skills** (Road Test in a vehicle) – to show your ability to drive safely with traffic. Note that no tests will be initiated after 4pm
2. **Health Requirements** – cannot have any mental or physical conditions that might prevent you from driving safely.

You will receive a temporary driving certificate that will be valid for 20 days. Your actual license will be mailed to you. Remember to notify the DMV within 60 days if your address changes.

**Step 4: Paying the Fees**

You may have to go through a waiting period before you are issued an official driver’s license and you could be given a Learner’s Permit first. If you are required to have a learner’s permit the cost will be $20.00. The cost of a Class C driver’s license is $5.00 per year. If you own a car, you will need to register the vehicle with the State of North Carolina, which can be done at the same time you apply for your Driver’s License. See the website for complete details on Vehicle Registration requirements. State ID Cards cost $13.00. Please bring CASH for all transactions. Credit and Debit cards will not be accepted.