

UNC GLOBAL PASSPORT DRIVE

Wednesday, April 17, 2019 | 9 a.m.-4 p.m.

4003 FedEx Global Education Center

First-Time Passport Applicants Under 16

IMPORTANT: The applicant must appear in person, and both parents must be present or submit a notarized statement of consent (Form DS-3053). A photocopy (front and back) of the non-appearing parent's ID must accompany Form DS-3053.

YOU MUST SUBMIT:

- 1) **Application Form DS-11:** available online or at the event (**do not sign**)
- 2) **Proof of U.S. Citizenship:** certified birth certificate stating parent(s) name(s), naturalization certificate or certificate of citizenship (**original or certified copy only**)
- 3) **Photocopy of Citizenship Document**
- 4) **Evidence of Child's Relationship to Parents:** certified birth certificate with both parents' names, adoption decree, court order of custody
- 5) **Parent(s)' Identification Document:** current passport, driver's license, government/military ID, student ID
- 6) **Photocopy of Identification Document:** copy front and back of ID
- 7) **Passport Photo:** get at the event for \$7 (**cash/check/One Card only**) or before at the UNC One Card Office (photo and passport payments are separate)
- 8) **Application Payment: personal check or money order only** made out to "Department of State" (**no cash, credit cards, or temporary/starter checks accepted; checks must be written by applicant or parent**)

Application Fee: \$115

For Expedited Service (within 3 weeks): \$60 extra

For Express Delivery (after processing): \$16.48 extra

Forms and additional resources are available at travel.state.gov.

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and the UNC One Card Office

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