Minors Age 16 and 17 Passport Checklist

YOU MUST BE PRESENT AT THE TIME OF YOUR SCHEDULED APPOINTMENT WITH ALL OF THE ITEMS ON THE CHECKLIST COMPLETED

☐ DS-11 Passport Application

- Print application **single-sided** and fill out in **black ink** before appointment: DS-11 form

☐ Payment – Two SEPARATE payments are required

1. Check or Money Order payable to: U.S. DEPARTMENT OF STATE:

Routine Service Fees*	Expedited Fees*
$130 Adult Passport Book Fee	$190 Adult Passport Book Fee
$30 Adult Passport Card Fee	$90 Adult Passport Card Fee
$160 Adult Passport Book and Card Fee	$220 Adult Passport Book and Card Fee

2. $35 Acceptance Fee & $15 Passport Photo Fee

- UCSB accepts: Visa, MasterCard, cash, or check payable to U.C. REGENTS.

☐ Proof of Citizenship

- Previous passport: if the applicant no longer resembles the photo in the passport, bring the applicant's birth certificate.
- Options: vital record birth certificate, naturalization documentation, or consular report of birth abroad.
- For more information on proof of citizenship and name changes, go to travel.state.gov.

☐ Government Issued Identification Card for Minors

- Example: valid driver's license, state ID, or valid passport book or card.
- Photocopy of the ID must be provided on plain white 8.5"x11" standard paper showing the **front and back** of the ID.

☐ Parental Permission

- One parent must be present and show/bring identification, such as a valid driver's license or valid passport. A photocopy of the ID must also be provided on plain white, 8.5"x11" standard paper showing the **front and back** of the ID.

☐ Passport Photo

- **Applicants may bring a valid passport photo -or- take a photo for $15 during appointment.**

National Passport Information Center 1 (877) 487-2778
UCSB Department of Recreation Customer Service Center (805) 893-3552
**For more information: visit travel.state.gov*

UC **SANTA BARBARA**
Department of Recreation