

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*

\$130 Adult Passport Book Fee

\$30 Adult Passport Card Fee

\$160 Adult Passport Book and Card Fee

Expedited Fees*

\$190 Adult Passport Book Fee

\$90 Adult Passport Card Fee

\$220 Adult Passport Book and Card Fee

☐ 2. \$35 Acceptance Fee & \$10 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 \$10 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