

PLEASE COMPLETE [DOCUSIGN FORM](#)



Capstone International Center International Student & Scholar Services

105 B.B. Comer Hall | Box 870254 | Tuscaloosa, AL 35487-0254 | TEL: 205-348-5402
INTERNATIONAL@UA.EDU | [HTTP://INTERNATIONAL.UA.EDU/ISSS/](http://INTERNATIONAL.UA.EDU/ISSS/)

Verification Letter Request Form

Purpose of Verification Letter:

- [Driver License](#)
 [Identification Card](#)
 [Alabama Credit Union Account](#)
 Other: _____

CWID: _____

Name: _____

Phone: _____

Email: _____

Current Address: _____

Is this letter request for your Dependent (F-2/J-2) Yes No

If yes, please provide Dependent name: _____

Have there been any changes to your program of study that are not indicated on your current I-20/DS-2019? Yes No

If yes, please provide detail: _____

NOTE: To apply for a Driver License, Driving Permit, or State Identification Card, you must have at least **30 Days Remaining on your **I-20** or **DS-2019**, or OPT Authorization Period for F-1 Students. Please check your I-20 or DS-2019 End-Date to make sure you have 30 Days remaining before submitting a Verification Letter Request**

Signature: _____ Date: _____

Basic Steps for Driver License, Driving Permit, and State Identification Card

1. Prepare [SSN Card](#) or get an [SSN Denial Letter](#):

- If you are an [F-1](#) or [J-1 student employed on-campus](#) or [J-1 Scholar](#), you can obtain a [Social Security Card](#) by following the steps outlined on our [SSN Page](#).
- If you are a student who doesn't have employment **or** if you are a dependent spouse or child (F-2, J-2 etc.), unfortunately, you are not eligible for a Social Security Number and will need to request a "[SSN Denial Letter](#)" from the Social Security Administration. The Driver's License Office requires a "[SSN Denial Letter](#)" if you don't have a Social Security Card - [SSN DENIAL LETTER REQUEST](#).

2. Gather your immigration documents – Make sure to take have all of your immigration documents, including your [I-20](#) or [DS-2019](#), your valid [passport](#), and a printout of your [I-94 Arrival/Departure Record](#).

3. Make an appointment online with the Driver's License Office – You will need to take both your written test and your driving test at your local driver license office. You must make an [appointment online in advance](#).

- TUSCALOOSA TROOPER OFFICE
2645 Skyland Blvd E.
Tuscaloosa, AL 35405
Open: Monday – Friday; 8 am – 5 pm
Phone: 205-553-0729
[Other locations in Alabama](#)

If you require other types of verification for other purposes, please see the Registrar's [Verifications Page](#):

1. [Transcripts](#). (Obtain from Registrar or through Student Tab of <http://mybama.ua.edu>)
2. [Enrollment Verification](#) letter (Obtain from Registrar or through Student Tab <http://mybama.ua.edu>)
3. [Degree and Past Attendance](#) Verification (Obtain from Registrar or through Student Tab <http://mybama.ua.edu>)

MORE INFORMATION:

Driving: <https://international.ua.edu/iss/life-in-tuscaloosa/transportation-driving/>

Banking: <https://international.ua.edu/iss/life-in-tuscaloosa/finances-banking/>