



February 15, 2013

Steps To Take After Approval Of Your DACA Application (I-821D) and Employment Authorization Document (I-765)

1. Get a CA driver license or identification card

- a. Go to the Department of Motor Vehicles to submit an *original* Form DL-44; you can make an appointment online at <http://www.dmv.ca.gov/foa/welcome.do?localeName=en> for faster service.
- b. You can use your Employment Authorization Card (EAD) to verify your birth date and legal presence.
- c. A driver license costs \$32, and an identification card costs \$27.
- d. If you want a driver license, you will have to pass both a written test regarding traffic laws and a “behind the wheel” driving test. You must take the written test first; if you pass it, you will get a learner’s permit if you have never been licensed before. When you practice driving, you must have an adult over 18 years of age, who has a valid California driver license, in the front seat next to you. It is illegal for you to drive alone.
- e. You must make an appointment to take the driving test. The easiest way to make an appointment is online using the link in 1.a. above. You must provide your own car and have an adult with a California driver license with you when you drive to the DMV for the test.

2. Apply for your Social Security number (SSN) and card

- a. You will need to bring your Employment Authorization Card (I-766) and additional proof of age and identity to a local Social Security Office. You can find the location of an office at the Social Security Administration’s web site, www.socialsecurity.gov/locator.
- b. You must show the **original** or a **certified copy** of one of the following documents as proof of your age and identity (you only need one) :
 - Foreign birth certificate;
 - Foreign passport;
 - U.S. military record;
 - U.S. military identification card;
 - Religious record showing age or date of birth;
 - U.S. state-issued driver license;
 - U.S. state-issued identification card;
 - School record showing age or date of birth;

- School identification card; or
 - Copy of medical record.
- c. When you are at the SSA office, ask for a printout showing your new SSN; it will state that your card is being processed.
- d. The Social Security Administration has a publication explaining how DACA grantees can get a social security number: http://www.socialsecurity.gov/pubs/deferred_action.pdf.

3. Rescind your Individual Tax Identification Number (ITIN) and update your tax records (if applicable)

- a. Write to the Internal Revenue Service (IRS) and request that your ITIN be rescinded and that your tax records be associated with your new SSN; you cannot have both an ITIN and a SSN simultaneously.
- b. In the letter, state your name, current address, phone number, date of birth, ITIN, and SSN; include copies of your ITIN and SSN cards.
- c. Send your letter to: Internal Revenue Service
ITIN Operation
P.O. Box 149342
Austin, TX 78714-9342

4. Provide your EAD information and SSN to your employer

- a. Complete the I-9, which verifies your identity and that you are legally authorized to work in the U.S. The only document you will need to show is your EAD (with your photograph on it).
- b. You can work without a SSN, but it is advisable to get one.
- c. Complete the W-4, which determines how much will be deducted from your paycheck for taxes.

5. Provide your SSN to all of your financial institutions and request that your new SSN be applied to your accounts

- a. In most cases, you can go to the branch where you bank with your new Social Security card and ask a bank employee to update your account.
- b. Credit card companies vary, so you should call to find out what steps you need to take to update your account with your new SSN.

6. Build or transfer your credit history

- a. If you had an ITIN, write to the three main credit reporting agencies and ask them to transfer your credit history to your new SSN. You need to write to each agency and explain that you have a new SSN and would like to transfer your credit history from your ITIN to your SSN. You will need to include the following information and documentation:
- Your name, current address, and telephone number
 - A copy of your ITIN
 - A copy of your Social Security card
 - A utility bill or bank statement with your name and current address on it (no more than 2 months old); OR a copy of your CA driver license or identification card with your current address on it
 - Any other names you have used
 - Your date of birth
 - Your previous address if you have lived at your current address for less than two years

- b. The letters should be sent to:

Equifax Information Services
P.O. Box 740241
Atlanta, GA 30374

Experian
P.O. Box 2002
Allen, TX 75013

Trans Union Corp.
P.O. Box 1000
Chester, PA 19022

- c. The credit reporting agencies will send you confirmation that they made the changes. They will tell you if they need additional information or have questions. Respond to their inquiries completely, and be sure to put the identification number they have assigned to your case on your correspondence.
- d. About a month after you receive the confirmations, you should check your credit reports from each of the credit reporting agencies to be sure the information in the report is correct. You are entitled to a free credit report every twelve months, which you can access at www.annualcreditreport.com.
- e. If you do not have a credit history, you can build one by getting a credit card such as a secured card. A secured credit card works like any other credit card except that it requires a security deposit, which is held as collateral for your account. This security deposit does not earn interest. For example, Capital One has a secured credit card program. It is important that you pay the balance off in full each month to build good credit. Only charge what you can afford to pay, and you only need to charge a small amount to help your credit score.

7. Automobile insurance

- a. You must have minimum liability insurance if you own a car: \$15,000 per person/\$30,000 per accident in bodily injury; and \$5,000 in property damage.
- b. If you had insurance before you got your CA driver license, be sure to let you insurance company know your new driver license number.

8. Travel

- a. You may travel throughout the U.S. with your CA driver license or identification card.
- b. If you wish to travel outside the U.S., you will need to apply for Advance Parole from the U.S. Customs and Immigration Service. You should consult with a knowledgeable immigration attorney before you consider traveling outside the U.S.

9. Health Care

- a. The Affordable Care Act of 2010 (ACA or “Obamacare”) does not apply to DACA grantees.
- b. You may be eligible to enroll in health insurance that your employer offers.
- c. Your access to emergency room care, public health services, community health centers, and free clinics remains the same as for all undocumented people.

If you have questions or need assistance and are a current UCLA student, contact UCLA Student Legal Services for an appointment:

UCLA Student Legal Services
A239 Murphy Hall
Box 951439
Los Angeles, CA 90095
310.825.9894
Fax: 310.825.1068
slegal@saonet.ucla.edu