

## Georgetown College – Office of International Programs

### *How to get your Kentucky Driver's License – new driver*

**You must have your Social Security Number OR your denial letter BEFORE starting the Kentucky driver's licensing process.**

#### **Required Documents:**

- Proof of enrollment from the Registrar's Office (must request two days in advance)
- Passport (including visa)
- I-94
- I-20
- Social Security Card OR denial letter
- Proof of address with date
  - This should be anything mailed to your college address with your name and date that was sent to you from off campus. Be sure to save the envelope and take it with you. Mail from your bank is ideal.

#### **Step One: Field Office**

Lexington Division of Drivers Licensing  
1591 Winchester Road  
Lexington, KY 40505  
Monday – Friday: 9:00 am – 2:30 pm

The Field Office will give you a blue piece of paper certifying your status as a legal non-immigrant. Be sure to keep this paper for step two.

#### **Step Two: Written Test**

Once you have your blue paper you will need to visit The Scott County Clerk's Office to take the vision test and sign up for your written test – the cost is \$12. Please note that you will not be able to take the written test the same day; you will most likely have to wait a few weeks.

The Scott County Clerk's Office is located at 119 North Hamilton Street ([map](#)). It is open Monday - Friday from 8:30 a.m. to 4:30 p.m.

Be sure to study for your written test – the manual can be found on our website.

#### **Step Three: Permit Phase**

Once you pass your written test you will be issued a driver's permit. This permit allows you to drive a car under certain restrictions – primarily you must always have a driver that is licensed in Kentucky that is 21 years of age or older in the passenger seat at all times. There are also other restrictions. Be sure to read the Kentucky Driver's Manual for a complete list of these restrictions.

If you are under 21 you will need to wait 180 days before scheduling your road test. If you are 21 or older you will need to wait 30 days before scheduling your road test.

#### **Step Four: Road Test**

Once your waiting period has ended, contact the Scott County Clerk's Office to set up your road test. Please note that it may take several weeks for them to have an opening. You will need a car for your road test – finding another student (that is licensed in Kentucky and at least 21 years of age) is the best option. You may not rent a car for your road test. If you plan to use your own car, be sure that it is properly registered or you will not be able to test and could incur fines.

Once you pass your road test you will receive your driver's license. A Kentucky driver's license is valid anywhere in the United States and typically expires with your visa (renewing your license is very quick and simple).

*Note: It is not uncommon to have to take the road test several times. Be sure to study the driver's manual carefully and practice driving during the wait period.*

Advice: Be prepared to have your picture taken for both your permit and driver's license. They will take your picture and print your card immediately.

#### **Questions?**

Be sure to contact the Office of International Programs:

502.863.8390

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