

I Am Here: obtaining your identification and vital documents

Ghana

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National Identification Cards

What type of document can youth seek which will allow them to move around the country?

The following types of documents can be used in Ghana:

1. National ID card - GhanaCard - <https://nia.gov.gh/>
2. Valid Ghanaian Passport of the applicant
3. Voter ID card
4. Driving license
5. SSNIT registration number
6. Birth Certificate
7. Naturalization Certificate
8. Non-Citizen Ghana Card

What is the process for getting a National ID card?

Ghana Card

First time registration for a Ghana Card for Ghanaians living in Ghana is free.

Eligibility:

Registration with the National Identification Authority (NIA) is available to:

- All Ghanaians (living in Ghana and abroad)
- All persons that hold Ghanaian citizenship in addition to citizenship of any other foreign country (dual citizen)
- Registration covers all persons aged 0 years and above

Requirements:

The following documents are required for registering for the Ghana Card:

- A Birth Certificate issued by the Births and Deaths Registry of Ghana; or
- A valid Ghana Passport issued by Government of Ghana; or
- An Oath of Identity form(s) obtained through the vouching process; or (Note: Vouching can be done by any of the following people: A practising or retired professional teacher (including principals, headmasters & headteachers) or A Gazetted Chief or A practicing or retired Magistrate or Judge or A practicing or retired

licensed Professional e.g. doctor, nurse, lawyer, accountant, engineer, architect etc. or A serving or retired civil/public servant or A serving or retired Clergyman; or Imam or A Catechist or A serving or retired member of the security services or A current or past Member of Parliament, an Assembly or Unit Committee)

- Evidence of acquired citizenship such as Naturalization or Registration Certificates.
- Digital Address Code of your residence.

Additional Requirements: Applicants are also required to bring along the following Government-issued identity cards or documents if they possess any of them.

- SSNIT ID card
- Tax Identification number
- Driver's licence
- Voter ID
- NHIS card

Procedure:

1. Appear in person to the Registration Centre and submit documents for verification of the documents by the Verification Officer.
2. The registration process for first time applicants involves 3 main steps:

Step 1. A Registration Official will interview you and fill your personal information on an application form.

Step 2. You will then hand over your form to a Mobile Registration workstation Operator who will enter your personal details into the computer (National Identity Register)

Step 3. Your Photograph will be taken using a digital camera attached to the Mobile Registration workstation and your signature will be taken using an electronic signature pad.

After these steps you will be issued an ID Card Collection Slip/Receipt. You need this to collect your card when it is ready. This has to be kept well and protected.

Every applicant will be expected to provide among others the following:

- Complete personal information on themselves
- Residential address
- The following information would also be required from those who have them;
 1. Birth Certificate

2. Passport
3. Voter ID card
4. Driving license
5. SSNIT registration number
<https://nia.gov.gh/registration-process/>

Non-citizen Ghana card

Resident non-citizens can also apply for a different ID card - the non-citizen Ghana card.

To apply for a non-citizen Ghana card, a scratch card must first be bought from any Cal Bank branch nationwide.

This purchase triggers a registration process where the applicant completes a registration form and personal information. Biometrics (fingerprints and photograph) are then taken. The applicant is then instantly issued a Non-citizen card which signifies the completion of the registration process.

<https://www.vfsglobal.com/nia/ghana/faqs.html>

Where can I find information online about getting a National ID?

Ghana Card: <https://nia.gov.gh/registration-process/>

<https://nia.gov.gh/service/registration-of-citizens-in-ghana/>

Non-citizen Ghana Card: <https://www.vfsglobal.com/nia/ghana/faqs.html>

What documents do I have to have to get a National ID? Is there any document that I must have to get an ID?

1. You need to provide the following documents:
 - Original copy of Birth Certificate of the applicant or a valid Ghanaian Passport of the applicant or a Original copy of Naturalization Certificate; AND
 - Digital Address of the applicant
2. Other information you may provide (if you have it) so that the authority can verify that your data is the same across different documents
 - SSNIT registration number
 - Voter ID card
 - Driving license
 - passport

If you do not have the document listed in point 1 above, you will need to go through the vouching process. If you genuinely do not have the mandatory verification documents, you can have a relative who has already registered vouch for you.

If you do not have a relative to vouch for you then you would have to find two people who know you to be a citizen and have already registered and are willing to vouch for you.

These individuals will need to vouch under oath that you are a citizen.

<https://nia.gov.gh/registration-rules-and-regulations/#:~:text=the%20vouching%20process.-,Vouching%20Process,before%20a%20commissioner%20for%20oaths>.

What if my documents do not have my correct name/address?

1. You can update your correct name and address or other on the Ghana Card.
 - Visit the NIA Registration Office with the documents which supports the update request.
 - The Registering officer reviews these documents
 - A Registration Officer will help you to complete and sign or mark the form and submit on your behalf.
 - An Approval Officer will review your request and supporting documents. You will be informed if your request is approved or declined with reasons.
 - Upon approval, the Registering officer will direct you to make payment.
 - If your request requires to replace your Ghana Card then the Registering officer will take your existing card from you
 - The Registering officer will capture the serial number and PIN you receive after making payment, your fingerprints, irises and photograph and your signature in the NIR
 - The Registering officer corrects your name and address onto the NIR and prints out a copy of the captured information for your signature to confirm correctness.
 - Then a new Ghana Card is issues with your updated name/address
- <https://nia.gov.gh/service/personal-information-update-service/>
2. Affidavit: If you are unable to update your documents immediately, consider getting an affidavit from a court or a notary public. An affidavit is a legal document that attests to the correctness of certain facts. You can use it to explain any differences between your documents and your actual details.
 - (a) Along with the affidavit, provide supporting documents that verify your identity and address.

What if I only have foreign documents?

You'll need for the **Non-citizen Ghana card**

- You must first purchase a scratch card from any Cal Bank branch nationwide. This will take you to registration process where you fill personal information and biometrics (fingerprints and photograph) are then taken. You will be issued with Non-citizen card which signifies the completion of the registration process.

You can register in any of the following places:

- National Identification Authority (NIA) head office, behind Gulf House, Shiashe
- Accra International Conference Center, Osu
- Cal bank head office, Ridge
- Cal bank, Tema Industrial Area branch
- Cal bank, Takoradi Harbour branch
- Cal bank, Nhyiaeso branch, Kumasi
- Cal bank, Tarkwa old UTC building
- FIMS Premium Lounge Centre, VFS Ghana Cantonment Next to GOETHE Institute

Documentary requirements

Passport/residence permit/international driver's license

WHO: If you are a foreign national of six years and above and have been permanently residing in Ghana and have been in the country continuously for 90 days in a calendar year you must register and obtain the Ghana Card.

<https://www.vfsglobal.com/nia/ghana/faqs.html#:~:text=in%20the%20country%20Non%2Dcitizen%20Ghana%20card%20is%20the%20mandatory%20form%20of,if%20they%20have%20a%20permit>

What happens if my documents are not accepted to get a National ID card?

There is a process in case your documents are not accepted by the authorities, but you consider them valid, this involves discussion with and appeals through the Registration Officer.

If you do not have documentation, then you can follow the vouching process by having registered people vouch for you under oath. The vouching can be done by any of the following people:

- A practising or retired professional teacher (including principals, headmasters & headteachers)
- A Gazetted Chief

- A practicing or retired Magistrate or Judge
- A practicing or retired licensed Professional e.g. doctor, nurse, lawyer, accountant, engineer, architect etc.
- A serving or retired civil/public servant
- A serving or retired Clergyman; or
- Imam
- A Catechist
- A serving or retired member of the security services
- A current or past Member of Parliament, an Assembly or Unit Committee)

<https://nia.gov.gh/registration-process/>

If finally, you are not eligible for the National ID card, you should get a non-citizen Ghana card

<https://www.vfsglobal.com/nia/ghana/faqs.html#:~:text=in%20the%20country%20Non%2Dcitizen%20Ghana%20card%20is%20the%20mandatory%20form%20of,if%20they%20have%20a%20permit>

Do I have to be a resident of the country to get a National ID card?

To get a National ID card you should be:

- Ghanaian (living at home and abroad) or
- A person that holds Ghanaian citizenship in addition to citizenship of any other foreign country (dual citizen)

Citizenship, rather than residency, is the important criteria.

If you are not a Ghanaian citizen, then foreign residents can obtain a "Non-Citizen Ghana Card." For registration, a Passport/residence permit/international driver's license is required.

It is unclear how a person can register for a non-citizen Ghana card without these documents.

The NIA Website FAQs say that if parents settled in Ghana a long time ago and you count yourself as Ghanaian although you have no documents to prove your nationality, you do not need to worry. The registration team will listen to your parents, head of family and/ or local traditional leaders and thereafter apply the citizenship law to determine, with valid reasons, whether or not you are a citizen.

<https://register.nia.gov.gh/faqs#>

What does it mean to be a resident of this country? How do I prove residency?

Applying for a Ghana Card:

People (who live in Ghana) applying for a **Ghana Card** will need a Digital Address provided by GhanaPostGps.

- The Digital Address will confirm the location, name and address.

People (living in the diaspora) applying for a **Ghana Card** will need to provide their physical address and the post/zip code.

Proving Residency in General:

The following documents can be used to prove residency:

1. Proof of residence
 - Utility bill (electricity, telephone, gas, or water)
 - Tenancy Agreement
 - Bank statement
2. Employer residency permit or employment or income documentation
3. Voter card or voter registration
4. Driver's License
5. Correspondence from Government Agencies
6. Residency card

<https://nia.gov.gh/faqs/>

What can I do if I do not have residency in this country?

Applying for a National ID

If you are Ghanaian but living outside of Ghana you can register for a Ghana Card with the National Identification Authority.

- You must register in person at a NIA Regional and Operational District Office or if you are outside of Ghana you can register at a Ghana Embassy.
- You do not require a digital address if you do not live in Ghana.

Applying for Residency

To apply for residency in Ghana you can apply for a Resident Permit.

- You need to apply to the Ghana Immigration Service (GIS).

- This only allows you to live in Ghana for a stated period of time and it is not indefinite.
- You can apply for residency for different reasons e.g. to study and to work.

<https://nia.gov.gh/faqs/>

<https://acheampongassociates.com/guide-applying-resident-permit-in-ghana/>

Will I need a mailing address? What can I do if I am homeless?

A requirement of getting the Ghana ID card is that applicants need a Digital Address. This is a specific address generated through a Government owned App.

<https://www.ghanapostgps.com/benefits/>

It seems that it may not be possible for homeless people to get an Ghana ID card because they cannot get a Digital Address (see <https://citinewsroom.com/2018/11/bright-simons-questions-nias-digital-address-requirement-for-ghana-card/>). This is not a recent article.

What is the application process? Can I complete it online?

There is no online process. The applicant must appear in person at the National Identification Authority at the following address:

National Identification Authority
No.8 Nelson Mandela Avenue
Off Gulf House Street
South Legon, Accra, Ghana

Digital Address: GA – 237 – 1033

If you are living abroad you need to go to the local Ghanaian Embassy.

Documents you need to bring:

- Birth Certificate given by the Births and Deaths Registry of Ghana; **or**
- Valid Ghana Passport given by Government of Ghana; **or**
- Oath of Identity form(s) obtained through the vouching process; **or**
- Papers showing you are a citizen of Ghana, such as Naturalization or Registration Certificates.
- Digital Address Code of your residence.

If you have any of the documents listed, you must also bring these:

- SSNIT IC Card
- Tax Identification Number
- Driver's License

- Voted ID Card
- NHIS Card

<https://nia.gov.gh/service/registration-of-citizens-in-ghana/>

Is there an application fee? Is there a waiver option if I cannot afford to pay it?

First time registration at National Identification Authority (regional or district office) is free.
Replacing a stolen or damaged card is not free.

- Registration at NIA Premium Centre = Ghc 310.
- Registration within the ECOWAS Sub-Region = Cedi equivalent of USD 55.00
- Registration in the rest of Africa = Cedi equivalent of USD 75.00
- Registration in countries outside Africa = Cedi equivalent of USD 115.00

<https://nia.gov.gh/service/registration-of-citizens-in-ghana/>

How old do I have to be to apply for a National ID card by myself?

People who can apply for a Ghana Card:

- Ghanaian citizens by descent, registration or naturalisation, aged zero (0) years and above and currently resident in Ghana;
- Ghanaian citizens by descent, registration or naturalisation, aged zero (0) years and above and living outside Ghana;

Children under the age of six (6) will have their Personal Identification Numbers (PINs) linked to their parent's Ghana Card.

Children aged six (6) and older, will be helped to update their records at NIA Offices.

<https://nia.gov.gh/faqs/#:~:text=The%20Ghana%20Card%20is%20issued,electricity%20or%20adequate%20network%20connectivity>

What can I do if I do not have a parent or guardian who can go with me (and the application says I have to have one)?

If you don't have a parent or Guardian, you can submit an oath of Identity form(s) obtained through the vouching process; or (Note: Vouching can be done by any of the following people:

- a practising or retired professional teacher (including principals, headmasters & headteachers) or
- a Gazetted Chief or

- a practicing or retired Magistrate or
- Judge or
- a practicing or retired licensed Professional e.g. doctor, nurse, lawyer, accountant, engineer, architect etc. or
- a serving or retired civil/public servant or
- a serving or retired Clergyman; or Imam or
- a Catechist or
- a serving or retired member of the security services or
- a current or past Member of Parliament, an Assembly or Unit Committee) and submit it while registering for a Ghana Card.

<https://nia.gov.gh/registration-rules-and-regulations/#:~:text=the%20vouching%20process,.,Vouching%20Process,before%20a%20commissioner%20for%20oaths>

At what age can I get a National ID card by myself?

No specific provision is available to address this question

Are there any special provisions for foster youth (children in custody of the government)?

Children in custody of the government can apply for a Ghana Card.

The application is in person and requires documents.

If a child does not have the following:

- Birth Certificate
- Passport
- Evidence of acquired citizenship e.g Registration or Naturalisation Certificates.

They can go through the vouching process.

Vouching Process

One relative of yours, aged 18 years and above, who has already registered and been issued with a Ghana Card can vouch for you.

If you **do not have a relative** to vouch for you, two (2) persons aged 18 years and above, who have registered and been issued with the Ghana Card and who know you to be a Ghanaian can vouch for you.

The two (2) persons who are not your relatives must be:

1. A practicing or retired professional teacher (including principals, headmasters and head teachers)
2. A Gazetted Chief
3. A practicing or retired Magistrate or a Judge
4. A practicing or retired licensed Professional e.g. Doctor, Lawyer, Accountant, Engineer etc.
5. A serving or retired Civil Servant
6. A serving or retired Public Servant
7. A Clergyman
8. An Imam
9. A serving or retired Member of the Security Services including the Ghana Police Service, Ghana Armed Forces, Ghana Prisons Service, Ghana Immigration Service, Ghana National Fire Service, the Bureau of National Investigation, National Security
10. A current or past Member of Parliament
11. A current or past Assemblyman
12. A current or past Member of a Unit Committee

<https://nia.gov.gh/faqs/>

<https://allafrica.com/stories/202403180349.html#:~:text=%22Ghana%20Card%20number%20at%20Birth.from%20their%20very%20first%20breath.>

Are there any special provisions for homeless youth?

It seems that it may not be possible for people that are homeless to get a Ghana Card without a Digital Address.

There does not appear to be any provisions for homeless youth to get a Ghana Card.

The requirements also make it difficult to get a Non-Citizen Ghana card for people who live outside of Ghana if they do not have an address.

Will I have to take a test?

No.

You must only follow the normal procedures described above.

Source: <https://nia.gov.gh/faqs/>

Driver's License

What organization issues a driver's license in this country?

The Driver and Vehicle Licensing Authority (DVLA) is the organization responsible for issuing driver's licenses in Ghana.

Source: <https://www.dvla.gov.gh/>

What is the process for getting a driver's license?

You must be at least 18 years old to apply for a driver's license in Ghana.

Obtaining a learner's permit

1. The first step is to get a learner's permit.
 - (a) A learner's permit lets you drive on public roads under supervision. You must hold a learner's permit for a period of 3 months before you can apply for a full driver's license.
2. To get a learner's permit:
 - (a) Visit a Driver and Vehicle Licensing Authority (DVLA) office.
 - (b) Fill out the application forms.
 - i. Pass a written test covering road signs, signals, and the rules of the road.
 - ii. Pass an eyesight test to make sure you have the minimum vision requirements.
 - (c) Pay the relevant fee for the Learner Driver's Permit.

Driving School

1. Enroll in a DVLA-approved driving school.

Practical training

1. You will do a training course (48 hours) to learn practical driving skills, traffic laws, and road safety.

In-Writing Examination (on a computer)

1. After completing your driving school course, you need to pass a written examination (on a computer) and an oral test that tests what you know about traffic laws, road signs and vehicle control.

Practical Driving Test

1. Once you pass the written exam, you will need to pass a practical driving test.
2. This includes tasks like starting, stopping, reversing, parking and navigating through traffic.

Obtaining the Driver's License

1. After successfully passing the driving test, you can apply for your actual driver's license.
2. To do this, you will need to:
 - (a) Provide proof of identity and residency.
 - (b) Submit your learner's permit and evidence of passing the driving test.
 - i. Pay the required fee for your driver's license.

Issuing the Driver's License

1. If you satisfy all conditions, the DVLA will issue your driver's license.
2. Your license will have a validity period of 1 to 3 years, depending on the type of license.

https://www.dvla.gov.gh/single_service.php?service=VFZTZWc0c1lvNnZTVnpNYk9reVNnUT09

Where can I find information online about getting a driver's license?

You can get information about how to get a driver's license at: <https://www.dvla.gov.gh/>

What documents do I have to have to get a driver's license? Is there any document that I must have to get a driver's license?

You must first obtain a Learner Driver Permit before you can obtain a full driver's licence.

To obtain the Learner Driver Permit you will need to do the following:

- Go to any Driver and Vehicle Licensing Authority (DVLA) office.
- Bring passport-sized photographs with you.
- Education Certificate Examination (BECE) or be able to read and write
- Pay for then complete Forms F and F1 at the DVLA Office

http://www.dvla.gov.gh/single_service.php?service=VFZTZWc0c1lvNnZTVnpNYk9reVNnUT09

What if my documents do not have my correct name/address?

1. Update Your Documents
 - (a) You can get an electronic card replacement and update your personal information with the National Identification Authority (NIA):
<https://nia.gov.gh/about-us/>
 - (b) Complete and sign an electronic Request Form in person.
 - i. Choose either: (i) the Card Replacement Service; or (ii) the Update of Personal Information Service.
2. **Affidavit:** If you can't update your documents right away, you can get an affidavit from a court or a notary public. An affidavit is a legal paper that says certain facts are true. You can use it to explain any differences between your documents and your real details.
 - (a) Along with the affidavit, provide documents that confirm your identity and address.
3. **DVLA.** Visit the Driver and Vehicle Licensing Authority (DVLA) office with your updated documents.

<https://nia.gov.gh/2022/08/13/notice-of-electronic-replacement-and-update-services-at-el-wak-sports-stadium/>

What if I only have foreign documents?

You will need to convert your foreign driver's licence to a Ghanaian license. (Source: https://dvla.gov.gh/single_service.php?service=WEEvaENpL3VyK3BxTER3cTFYVVJqUT09)

If you use a foreign driver's license without converting it, this will be an offence under Ghanaian law.

The process to convert your foreign driver's license to a Ghanaian licence is to go to the Licensing Authority - the DVLA with:

1. An original and photocopy of your foreign driver's licence (the licence must be valid).
2. Original and photocopy of your passport (the passport must be valid).
3. Photocopy of your Resident Permit (one year validity - this is for foreign nationals only)(make sure your permits has more than 2 months from the date of your application).
4. Authentication from either the issuing Authority or Embassy of you, the applicant. This will be either: (i) driving records; or (ii) a letter.
5. Introduction letter from either your employer or spouse in Ghana (for foreign nationals only).
6. Photocopy of your non-citizen registration card (for foreign nationals only).

You should note:

- You, the applicant, must be at the DVLA yourself. You cannot send an agent in your place.
- If you are a Ghanaian national with another nationality, you must show either: (i) a resident permit; or (ii) a dual citizenship registration card.
- If your driver's licence is not in English, you have to get a translation to English. This translation has to be from either: (i) the Ghana Institute of Languages Trans bureau (with your original payment receipt); or (ii) the consulate of the issuing state of your foreign licence.

If you are a foreign visitor that is entering Ghana, you cannot register to receive an ID card. However, a foreign visitor who has stayed in Ghana for a total period of 90 days or has a residence permit can get an ID card. To do this, you will be required to provide personal details to the National Identification Authority [FIMS] for the issuance of a Non-Citizen Ghana Card at a cost of \$120. <https://nia.gov.gh/faqs>

What happens if my documents are not accepted to get a driver's license?

Rejection

- The Driver and Vehicle Licensing Authority (DVLA) may reject your application if your documents do not meet their requirements.
- If this happens, you will receive a notification explaining the reason for the rejection.

Additional Requirements

- The DVLA might request additional documents or information from you.
- In this case, you will need to provide any missing or corrected documents.
- Once you meet the additional requirements, your application can proceed.

Source: <https://dvla.gov.gh/faq.php>

Alternative Options:

If your foreign identity documents are not accepted, you can consider other options.

For example:

- You can obtain a local identification document (if you are eligible). While foreign visitors entering Ghana cannot register to receive ID Cards, if you are a foreign visitor who has stayed in Ghana for a total of 90 days or has a residence permit, you can get an ID document.
- You will be required to provide personal details to the National Identification Authority [FIMS] to get a Non-Citizen Ghana Card. This will cost \$120. <https://nia.gov.gh/faqs/>

Do I have to be a resident of the country to get a driver's license?

You do not have to be a Ghanaian resident to obtain a driver's license. However, you must meet certain criteria from the Driver and Vehicle Licensing Authority (DVLA). This can include providing documents such as proof of identity and proof of age, plus passing required tests, among other requirements.

Source: <https://www.dvla.gov.gh/>

If you have a foreign driver's license you can convert this.

To be able to convert your foreign driver's licence, you need to go to the DVLA - the Licensing Authority, yourself and show them:

1. An original and photocopy of your valid foreign driver's licence.
2. An original and photocopy of your valid passport.
3. If you are a foreign national, a photocopy of your resident permit (one year validity).

Source:

http://www.dvla.gov.gh/single_service.php?service=WEEvaENpL3VyK3BxTER3cTFYVVJqUT09

What does it mean to be a resident of this country? How do I prove residency?

To be a resident of Ghana, you have to live in Ghana and meet certain criteria.

For tax purposes, you will be considered to be a resident of Ghana if you:

- Are a citizen of Ghana, unless they have a permanent home outside the country and live there for the entire year.
- Are present in Ghana for a total period of 183 days or more in any 12-month period.
- Are an employee or official of the Ghanaian government posted abroad.

- Are a citizen that leaves Ghana temporarily (for no more than 365 continuous days), provided you have a permanent home in Ghana.

To prove you are a resident of Ghana, you typically need to provide documents that show your connection to an address in Ghana.

While specific requirements can vary, you may be able to prove residency in Ghana by providing:

1. **Utility Bills:** Presenting recent utility bills (such as electricity, water, or gas bills) in your name at your address in Ghana to show where you live in Ghana.
2. **Tenancy Agreement:** A rental agreement or lease contract for your residence in Ghana to show where you live in Ghana.
3. **Bank Statements:** Recent bank statements showing transactions or activity with a bank in Ghana to show financial connection to Ghana.
4. **Employment or Income Documentation:** Proof of employment in Ghana, such as employment contracts, pay stubs, or tax documents, to show your employment in Ghana.
5. **Voter Registration:** If you are allowed to vote, your voter registration in Ghana can show you reside in Ghana.
6. **Residence Permit:** For foreign nationals residing in Ghana, a valid residence permit issued by the Ghana Immigration Service can show legal residency status.
7. **Vehicle Registration or Driver's License:** If you own a vehicle registered in Ghana or hold a Ghanaian driver's license, this can show you live in Ghana.
8. **Correspondence from Government Agencies:** Official correspondence (letters or similar) addressed to you from Ghanaian government agencies, such as the Ghana Revenue Authority or the Driver and Vehicle Licensing Authority (DVLA), can show your residency in Ghana.

Sources:

<http://www.ghanaimmigration.org/>

<https://www.dvla.gov.gh/>

<https://taxsummaries.pwc.com/ghana/individual/residence>

What can I do if I do not have residency in this country?

If you do not have residency in Ghana, but still want to get a driver's license, it can be difficult to meet residency requirements because they often apply to get official documents like a driver's license.

However, potential ways to overcome this include:

1. **Temporary Residency or Visa:** Consider applying for a temporary residency permit or visa that allows you to stay in Ghana for an extended period. This may not grant

you full residency status, but can give you the necessary documents to be able to get a driver's license.

2. **Employment or Sponsorship:** If you have a job offer or sponsorship from a Ghanaian employer or organization, they may be able to assist you to get the necessary permits or documents to meet residency requirements for a driver's license.
3. **Temporary Visitor License:** In some cases, countries offer temporary or short-term driver's licenses for visitors. You can check with the relevant authorities in Ghana or the Ghanaian Driver and Vehicle Licensing Authority (DVLA) to see if this will be possible for you.
4. **International Driver's Permit (IDP):** If you hold a valid driver's license from your home country, you may be able to use an International Driver's Permit (IDP) in Ghana. An IDP provides as a translation of your domestic driver's license into multiple languages and is generally recognized in many countries as a valid form of identification for driving. However, you should check with Ghanaian authorities whether an IDP is accepted.
5. **Legal Advice:** Consult with immigration lawyers or experts familiar with Ghanaian immigration laws. They can provide guidance on any alternative options or specific procedures you can follow to obtain a driver's license without residency.

To convert an international license you can follow the process shown here:
https://dvla.gov.gh/single_service.php?service=WEEVaENpL3VyK3BxTER3cTFYYVJqUT09

Sources:

<https://www.dvla.gov.gh/>

Will I need a mailing address? What can I do if I am homeless?

If you don't have a mailing address, you can try these potential solutions:

Temporary Address: You may be able to use a temporary address, such as a shelter, friend's or relative's address, or a postal service that provides mailing addresses for individuals without permanent homes. Make sure to check whether the address you choose is acceptable for the purpose of obtaining a driver's license.

General Delivery Service: Some postal services offer a general delivery service, where you can receive mail at a particular post office location by providing your name and identification. Check with the local post office in Ghana to see if they offer this service and if it can be used for official correspondence.

Community Organizations: Homeless shelters, community centers, or advocacy organizations may provide assistance with obtaining a mailing address or receiving mail. They may offer services specifically designed to support individuals experiencing homelessness.

Government Assistance: In some cases, government agencies or social services may provide support or accommodations for individuals experiencing homelessness. Contact

local government offices or social service agencies in Ghana to inquire about available resources or assistance programs.

Legal Assistance: Seek advice from legal aid organizations or advocacy groups that specialize in issues affecting homeless individuals. They may be able to provide guidance or assistance in navigating the requirements for obtaining a driver's license without a permanent address.

It's important to communicate your situation openly and honestly with the relevant authorities or organizations when trying to get help. They may have procedures or accommodations in place to help people that don't have permanent addresses to fulfill requirements (for example, providing a mailing address for official documents like a driver's license).

Source: <https://itcpassport.mfa.gov.gh/guidelines>

<https://passport.mfa.gov.gh/guidelines>

What is the application process? Can I complete it online?

To obtain a driver's license in Ghana online, you can use the DVLA's website here:
https://www.dvla.gov.gh/single_service.php?service=VFZTZWc0c1lvNnZTVnpNYk9reVNnUT09

Once you have done this:

1. Visit a DVLA office in person (you must be at least 18 and be able to read and write).
2. Complete Forms F and F1 for a Learner's License.
3. Do a physical and eye exam, then pay for and receive your Learner's Permit and materials.
4. Complete a 48-hour training at a DVLA-accredited school.
5. Schedule and pass written, oral, and in-traffic tests.
6. Pay for and receive your Driver's License and P-Plate.

https://www.dvla.gov.gh/single_service.php?service=VFZTZWc0c1lvNnZTVnpNYk9reVNnUT09

Is there an application fee? Is there a waiver option if I cannot afford to pay it?

To obtain a new driver's license in Ghana, there is an application fee.

As of 28 February 2024:

- Learner's Permit: The cost for a learner's permit is GHC 160.00.
- Driving Test: The driving test fee is GHC 50.00.
- Road Sign Test: Additionally, there is a fee of GHC 50.00 for the road sign test.

At the moment, there is no specific information available regarding waiving fees for driver's license applications in Ghana. However, you could contact the Driver and Vehicle Licensing Authority (DVLA) to see if there are any potential financial assistance or alternative arrangements for people that can't afford application fees (they may be able to provide guidance based on your specific circumstances).

Source: <https://tertiaryghana.com/driving-license-in-ghana/>
<https://www.dvla.gov.gh/>

How old do I have to be to apply for a state driver's license by myself?

You need to be at least 18 years old.

Source:

<https://www.dvla.gov.gh/>

What can I do if I do not have a parent or guardian who can go with me (and the application says I have to have one)?

If a parent or guardian can't go with you for your driver's license application, consider the following steps:

1. **Seek legal alternatives:** Ask the Driver and Vehicle Licensing Authority (DVLA) about any legal alternatives or exceptions. They may have alternatives for cases where a parent or guardian cannot be present.
2. **Designate a responsible adult:** Identify a responsible adult who can act as a substitute. This could be an older sibling, relative, or family friend who meets the DVLA's requirements.
3. **Provide an affidavit:** Some authorities accept a notarized affidavit as proof of parental consent. You can ask the DVLA to confirm if this is acceptable.
4. **Contact the DVLA directly:** Reach out to the DVLA directly and explain your situation. They may provide guidance or make accommodations based on your circumstances.

Source:

<https://www.dvla.gov.gh/>

At what age can I get a driver's license card by myself?

You must be at least 18 years old.

Source:

<https://www.dvla.gov.gh/>

Are there any special provisions for foster youth (children in custody of the government)?

In Ghana, there are no specific provisions for foster youth to obtain a driver's license.

The general requirements in the other responses to the previous questions apply to all individuals, including foster youth.

Are there any special provisions for homeless youth?

In Ghana, there are no specific provisions for homeless youth to obtain a driver's license.

The general requirements in the other responses to the previous questions apply to all individuals, including homeless youth.

Will I have to take a test?

Yes.

To get a driver's license in Ghana, you will need to take some tests:

1. **Written test:** You need to pass a written test (computer-based test) that tests your knowledge of road signs, traffic rules and driving regulations.
2. **Oral examination:** A test where you'll show your understanding of practical driving concepts.
3. **In-traffic test:** An in-traffic test will check your driving skills on the road.

Source:

<https://www.dvla.gov.gh/>

If applicable, do I have to make an appointment to take the test?

To take the driver's license test in Ghana, you do not always need to make an appointment.

It may be best, however, to visit the Driver and Vehicle Licensing Authority (DVLA) office during their working hours to make sure your application goes smoothly.

You should:

1. **Visit the DVLA office:** Go to any DVLA office in Ghana to begin the application process. You'll receive the necessary forms and instructions.
2. **Physical examination and eye test:** Do a physical examination and an eye test.
3. **Learner driver's permit:** When you pass the tests, you'll be issued a Learner Driver's Permit, along with other materials such as the L-Plate, Syllabus, and Highway Code.

4. **Compulsory 48-hour training:** You must complete a 48-hour training with a DVLA-accredited driving school.
5. **Capture biometric information and written test:** During the process, your biometric information will be captured, plus you'll schedule a written test (done on a computer).
6. **Oral examination and in-traffic test:** Prepare for and do an oral examination and an in-traffic test.

Source:

<https://www.dvla.gov.gh/>

Where can I take the driving test? What can I do if I cannot get to a testing location?

To take the driving test in Ghana, you must go to a Driver and Vehicle Licensing Authority (DVLA) office in Ghana to begin the application process, where you will receive the forms and instructions you need.

If you cannot get to the DVLA office due to any reason, you can consider the following options:

1. **Contact the DVLA:** Ask the DVLA directly through their contact details. Explain your situation and check if there are alternatives available.
2. **Designate a representative:** If you have a trusted family member, friend, or legal representative, they may be able to assist you by visiting the DVLA on your behalf. They will still need to carry all necessary documents and follow the required procedures.
3. **Seek legal advice:** Consult with legal professionals or advocacy groups to explore any legal avenues or exceptions. They can guide you based on your specific circumstances.

Source: <https://www.dvla.gov.gh/>

Do I need to get a permit or authorization to practice driving before I get my driver's license?
Yes.

You have to get a learner driver's permit before practicing driving in Ghana.

Here are the steps:

1. **Visit the DVLA office:** Go to any Driver and Vehicle Licensing Authority (DVLA) office in Ghana.
2. **Purchase and complete Forms F and F1:** Get and complete Forms F and F1 from the DVLA.
3. **Physical examination and eye test:** Do a physical examination and an eye test.
4. **Learner driver's permit:** Once you pass the tests, you will get a learner driver's permit, which allows you to practice driving under supervision.

Source:

<https://www.dvla.gov.gh/>

<https://www.modernghana.com/news/625706/what-to-know-as-a-learner-driver.html>

Birth Certificate

What is the document detailing a person's birth called in this country?

Birth certificates need to be registered in Ghana within 12 months of birth. There is also a process for late registration.

Certified Copy of Entry in Register of Births or a biometric birth certificate

<https://bdr.gov.gh/births-registration/>

I'm not sure I have a birth certificate, what can I do to find out if I have one and where to get it?

There is a birth registry in Ghana which is available here. You need to order and pay for a 'general' search or a 'particular search' and a different fee is attached to these searches.

How do I get a copy of my birth certificate?

On this [website](#), you can officially request a certified true copy of an already existing registration of birth from the Registrar of Births & Deaths.

There are no costs for an infant's application of a certified true copy. Any searches or old copies cost GH 10.00.

Can I order my birth certificate online?

Yes. After the twelve months from the date of birth the written authority of the Registrar of Births & Deaths is needed and a fee has to be paid. You can apply for a late registration of your birth certificate online [here](#).

Source: Section 8(6) of the Registration of Births and Deaths Act 1965 (Act 301)

Yes, you can order a copy of your birth certificate if registered from the Registrar of Births & Deaths. It costs GHS 6.50. Here is the website: <https://bdr.gov.gh/extracts/>.

What documents will I need to get my birth certificate?

If your birth certificate is already registered, you may order your birth certificate online here: <https://bdr.gov.gh/extracts/>

If your birth certificate is not registered, the requirements for documents are set forth [here](#) and require the participation of a parent (in the case of a minor).

The process is as follows:

1. If you are a minor, your parents must go to the nearest Birth & Death Registry (BDR) Office in the District where you were born. If you are an adult, you can go to the nearest BDR office in the District where you were born. Here is a list of the offices: <https://bdr.gov.gh/our-offices/>
2. Present evidence of birth(s) (i.e. weighing card, baptismal certificate provided maximum five years after the applicant was given birth to, affidavit of one parent)
3. Provide bio-data to the birth event

Name of child

Date of birth (would have already been indicated in the evidence of birth)

Place of birth (would have already been indicated in the evidence of birth)

Father's name, age, occupation, religion, nationality and educational background

Mother's name, age, occupation, religion, nationality and educational background

NB: Any nationality provided for parents must be accompanied with evidence (i.e national ID, passport, naturalization certificate).

According to Section 8 (3) of the [Registration of Births and Deaths Act 1965 \(Act 301\)](#), in case of death or incapacity of father and mother, for a minor, the individuals who should provide the information are:

- the occupier of the premises in which the child is born, if he has knowledge of the birth;
- a person present at birth;

a person having charge of the child to furnish the prescribed particulars for registration.

What happens if I don't have some or all of the documents that are required?

No information is provided on what happens if any of the required documents are missing.

You can try contacting the office at: <https://bdr.gov.gh/contact/>

Replacement birth certificate

As part of the replacement birth certificate process certain information must be provided to the Registrar of Births and Deaths.

No information is provided on whether a certified copy of the certificate will be issued in the absence of the required information, however, it is unlikely that such an application will be unsuccessful.

How old do I have to be to get a copy of my birth certificate by myself?

18.

Constitution of the Republic of Ghana 1992, Article 28.

What can I do if I do not have a parent or guardian who can go with me to get a birth certificate (and the application says I have to have one)?

Late registration

A late registration process is available requiring an adult (if over 18) to attend the nearest Birth and Deaths Registry Office in the District where the birth occurred. However, the following information is required to be presented:

1. **evidence of birth** (i.e. weighing card, baptismal certificate provided maximum five years after the applicant was born); and
2. the following information:
 - **Name of child/applicant**
 - **Date of birth**
 - **Place of birth**
 - **Father's name, age, occupation, religion, nationality and educational background**
 - **Mother's name, age, occupation, religion, nationality and educational background**

Any nationality provided by parents must be accompanied with evidence (including national ID, passport or naturalization certificate).

In addition, a late birth application attracts a penalty of GH20.

In case of death or incapacity of father and mother, the individuals who should provide the information are:

the occupier of the premises in which the child is born, if he has knowledge of the birth;

a person present at birth;

a person having charge of the child to furnish the prescribed particulars for registration.

<https://bdr.gov.gh/births-registration/>

Replacement of birth registration documents

The Registrar of Births and Deaths, upon the application of any person and the giving by that person of such information as the Registrar of Births and Deaths thinks fit and upon the payment by that person of the prescribed fee, shall cause to be issued to that person a certified copy of the entry in the Register of Births in respect of any person (section 32(1)).

A certified copy shall be a true copy of the entry in the Register of Births together with a certificate to that effect at the end which shall be signed by the Registrar of Births and Deaths having custody of the register (section 32(2)).

Online Services Portal of the Government of Ghana notes that a "parent or child can apply for a certified copy of entry in the Register of Births any time the need arises".

What is the cost to get a birth certificate?

Late registration

The cost for the late registration of birth for an adult is GHS 20

<https://www.ghana.gov.gh/mdas/ff7a7a8296/apply/?branchId=ffb3786296>

Is there a waiver if I cannot afford the fee?

No official information has been identified relating to the waiver of any fee (for either a late registration of birth or replacement certified birth certificate).

It may be possible to discuss this with the relevant Registry office using the following contact details (Open Monday to Friday 9-5 pm):

- Call Center: 030 3941 225
- Client Service: 030 4941 228
- Online: 030 3914 229

<https://bdr.gov.gh/contact/>

Are there any special laws or provisions that can help get a birth certificate if I have been in the foster care system (children in custody of the government)?

We have not been able to identify any special rules to help a person that has been in foster care get a birth certificate.

You may be able to discuss the assistance that can be given with the relevant registry office using the following contact details (Open Monday to Friday 9-5 pm):

Call Center: 030 3941 225

Client Service: 030 4941 228

Online: 030 3914 229

<https://bdr.gov.gh/contact/>

A copy of an existing birth certificate can be obtained from the registry for a fee of GHS 10 by way of a search of the registry and a copy of an existing certificate being provided.

<https://bdr.gov.gh/faqs/>

Alternatively, you can apply for a birth certificate as an adult following the processes set out here

<https://bdr.gov.gh/faqs/>

Are there any special laws or provisions that can help get a birth certificate if I am homeless?

You can apply for a birth certificate as an adult following the processes set out here

<https://bdr.gov.gh/verification/>

To discuss assistance that can be given with the relevant Registry office using the following contact details (Open Monday to Friday 9-5 pm):

Call Center: 030 3941 225

Client Service: 030 4941 228

Online: 030 3914 229

<https://bdr.gov.gh/contact/>

There is no specific formal guidance for obtaining a birth certificate for homeless or people without fixed addresses.

You may still be able to obtain a birth certificate by providing alternative forms of identification or by having witnesses attest to your identity and circumstances. It is important to contact BDR or a local district office for more information on the specific requirements and procedures for obtaining a birth certificate in your situation. You will need to visit physically the local office, online application is not possible. <https://isap.sejm.gov.pl/isap.nsf/DocDetails.xsp?id=WDU20220001681>

Where do I get my birth certificate if I was born in another country?

You can send a request to the Births and Deaths Registry in Ghana (<https://bdr.gov.gh/>) and inquire about the process of birth certificate obtaining for Ghanaian citizens born in another country. You can also send a request to the Ministry of Foreign Affairs and Regional Integration <https://mfa.gov.gh/> to seek guidance how to obtain the birth certificate.

Is there a way to get my birth certificate without going somewhere in person?

Birth certificates can be requested online, following this link: <https://bdr.gov.gh/births-registration/#>

Where can I find information online about getting a birth certificate?

Please visit this link: <https://bdr.gov.gh/>

Making Changes to Government ID Documents

What vital doc should I start with to change my name?

There is some inconsistent advice. But the process appears to be as follows

- The starting point appears to be to find a commissioner of oaths or notary public in Ghana who will help the applicant to complete a form (an "affidavit")
- The applicant will be required to confirm (1) current name and address, (2) the old and new names, (3) a copy of legal photo ID with current legal name. This can be a birth certificate, passport or national ID card (e.g., Ghana Card).
- A filing fee will be paid to the commissioner for oaths (starting point GHS 250 (as at 2018))
- Once the affidavit is obtained, the next step is to apply to the Ghana Publishing Company who publish the Gazette. Change of Names are officially published in the Gazette: (<https://www.ghanapublishing.com/index.php/pricing>)

After these steps are completed, it is necessary to apply to the relevant authorities to update the required legal IDs with the new name. For example:

- The Gazette notification can be used as evidence when making applications to change your name on an ID Card (e.g., Ghana Card (<https://nia.gov.gh/wp-content/uploads/2022/08/PROVISION-OF-UPDATE-1.pdf>))
- There are different Gazette services which can speed up the publication time. Average time is 21 days.

Possibly a letter to the Ministry of Justice is also required (see this article: <https://ghstudents.com/change-of-name-in-ghana/>) however it is unclear how accurate some of this advice is or what the circumstances may be that would require this additional step to be taken.

There is a YouTube video about the NIA:

<https://www.youtube.com/watch?v=OzMhT2BRyCY>

Also this video generally ("Get Affidavit and Gazette done in Ghana without a middle man": <https://www.youtube.com/watch?v=cezuaCslPwg>)

There is a general information document for students (unclear the advice about the Letter to the Ministry of Justice): <https://ghstudents.com/change-of-name-in-ghana/>

Finally, there is this link but it is firewalled - it might have some useful information: <https://infoscoope.com/how-to-apply-for-change-of-name-in-ghana/>

Eligibility To Change Your Name In Ghana

To legally change your name, you must be above 18 years of age.

Minors cannot legally change their name unless the parent or guardian of the minor applies for the name change.

<https://infoscoope.com/how-to-apply-for-change-of-name-in-ghana/>

How do I change my name on my birth certificate?

The first step is to obtain an affidavit from a Commissioner for Oaths in Ghana. (see first card on Vital Documents for information about this process).

Applicant must apply to the Births and Deaths Registry in Ghana (<https://bdr.gov.gh/>) and (<https://www.ghana.gov.gh/mdas/ff7a7a8296/>) for a correction of the information on the certificate.

It will be necessary to include a signed affidavit from the commissioner for oaths which specifies the changes to be made. The previous (incorrect) birth certificate must also be submitted.

It may not be possible to apply electronically for this correction, the information online implies that it is necessary to apply to the BDR in person for the corrections to be made.

See BDR website here: <https://bdr.gov.gh/faqs/#:~:text=is%20Late%20Change-Answer%3A%20Where%20the%20applicant%20wants%20to%20make%20changes%20on%20his,also%20attached%20the%20old%20certificate>.

NOTE: this does not appear to be a correct resource:

[https://www.wikiprocedure.com/index.php/Ghana_-_Correct_or_Update_\(information,_Address\)_on_Birth_Certificate](https://www.wikiprocedure.com/index.php/Ghana_-_Correct_or_Update_(information,_Address)_on_Birth_Certificate), the registry referred to in the link is the Companies Registry

An applicant can make one change to their birth certificate and are not allowed to alter their year of birth.

<https://bdr.gov.gh/faqs/#:~:text=is%20Late%20Change-Answer%3A%20Where%20the%20applicant%20wants%20to%20make%20changes%20on%20his,also%20attached%20the%20old%20certificate>.

How do I change my name on my National ID?

This answer assumes the National ID card in this case is the Ghana Card overseen by the National Identification Authority of Ghana.

- first step is to obtain an affidavit, and then a Gazette notification of change of name (see first card on Vital Documents for information about this process).

- For the NIA Ghana Card (<https://nia.gov.gh/wp-content/uploads/2022/08/PROVISION-OF-UPDATE-1.pdf>) the process seems to be called "Update of Personal Information Service)
- applicants should complete an electronic Update Request Form at the Regional NIA office;
- as of 2022, there was a fee of GHS 30 for a change of name to be printed on the Ghana Card
- All applicants for the update service will be required to provide the reason for the update and must support the request with evidence. Examples of the documents which need to be produced are:
- Original birth certificate or passport used to register for the Ghana Card in the first place
- Gazette Notification confirming change of name.

There is a YouTube video about the NIA process:
<https://www.youtube.com/watch?v=OzMhT2BRyCY>

An applicant who wishes to update any personal information he or she provided during the registration for the Ghana Card, will be required to visit an NIA Registration Office with the document(s) which supports the update request.

Step 1: A Registration Officer reviews the documents supporting your request for update.

Step 2: A Registration Officer assists you to complete and sign or mark an electronic request form and submits the form on your behalf for review.

Step 3: An Approval Officer reviews your request and supporting documents. You will be informed if your request is approved or declined with reasons.

Step 4: Upon approval, a Registration Officer directs you to make the necessary payment at a CalBank branch or using USSD code *771# or CalBank App or any approved payment platform. Where your update request requires the replacement of your Ghana Card, the Registration Officer shall retrieve your existing Ghana Card from you.

Step 5: A Registration Officer captures the serial number and PIN you received after making payment, your biometrics (10 fingerprints, irises and photograph) and your signature onto the National Identity Register.

Step 6: A Registration Officer captures the personal information you wish to update onto the National Identity Register and prints out a copy of the captured information, hands it over to you to review, confirm and sign or thumbprint. If you notice that your updated information is inaccurate, draw the attention of the Registration Officer to correct it.

A Registration Officer prints and issues a new Ghana Card to you. Your Ghana Card will be issued to you using your biometrics.

The type of request determines the document(s) required. E.g., for a request for the change of a name given to an applicant at birth, the applicant must present a Gazette Notification to

support the request. You may be required to present other supporting documents in addition to a Gazette Notification. Every request shall be reviewed on a case-by-case basis as different requests require different supporting documents.

Every update request must be signed or thumb printed by the applicant. If the applicant signed the registration form, he or she will be required to also sign the update request form.

The cost is GHC 60.00 (includes PIN cost of GHC 45.00)

How do I change my name on my driver's license?

There is no clear answer in web to that. Assumingly, after changing the name on your national ID i.e., Ghana Card, you should go in person to the closest DVLA office (have the forms you have already update with you) and ask the clerk to change the name on your driver's license.

There is an F1 fee and renewal fee that should be taken into consideration. The F1 fee for processing a driver's license in Ghana typically ranged between GHS 30 and GHS 150, depending on the specific service.

*****based on above information, assumption is you are applying for a new licence rather than a change of name*****

Assuming a replacement licence is needed:

Applicant must be physically present at a DVLA office and their old Driver's Licence should be available

PROCEDURE

- Payment of the prescribed fee.
- Filling of the appropriate forms
- Authentication of Driver's Licence
- Eye test
- Any other test the licensing Authority may prescribe
- Issuance of cover note
- Collection of license

At what age can I change my name by myself?

To legally change your name, you must be above 18 years of age.

source: <https://infoscoope.com/how-to-apply-for-change-of-name-in-ghana/>
<https://flatprofile.com/ghana-card-online-registration-portal/>

What can I do if I do not have a parent or guardian with me to change my gender marker and do not have anyone else who can help me?

<https://nia.gov.gh/faqs/>

The Ghana Card makes it easy to prove your identity or citizenship. With the Ghana Card, accessing services such as health, education, communication, insurance, banking etc. in Ghana would be easier, faster and safer.

If you do not have a relative to vouch for you, two (2) persons aged 18 years and above, who have registered and been issued with the Ghana Card and who know you to be a Ghanaian can vouch for you. The two (2) persons who are not your relatives must be:

1. A practicing or retired professional teacher (including principals, headmasters and head teachers)
2. A Gazetted Chief
3. A practicing or retired Magistrate or a Judge
4. A practicing or retired licensed Professional e.g. Doctor, Lawyer, Accountant, Engineer etc.
5. A serving or retired Civil Servant
6. A serving or retired Public Servant
7. A Clergyman
8. An Imam
9. A serving or retired Member of the Security Services including the Ghana Police Service, Ghana Armed Forces, Ghana Prisons Service, Ghana Immigration Service, Ghana National Fire Service, the Bureau of National Investigation, National Security
10. A current or past Member of Parliament
11. A current or past Assemblyman
12. A current or past Member of a Unit Committee

What vital doc should I start with to change my gender marker? Is the process easier for one of the IDs?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

<https://database.ilga.org/ghana-lgbti>

You can however correct your gender if incorrectly showing on the Ghana Card.

Ghana's National Information Authority explained in a press release in August 2022 that persons could apply for a "Correction of Applicant's Gender" by requesting an Update of Personal Information at a Regional Office (see press release here: <https://nia.gov.gh/wp-content/uploads/2022/08/PROVISION-OF-UPDATE-1.pdf>)

In order to correct the Ghana Card, you will need to pay a fee (currently at Ghc30.00 and provide the reason for the change and evidence, for example your birth certificate or passport. might be easier to change than the gender marker in one's birth certificate or driver's license.

How do I change my gender marker on my birth certificate?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

<https://database.ilga.org/ghana-lgbti>

You can however correct your gender if incorrectly showing on your birth certificate. You can only do this once:

<https://bdr.gov.gh/faqs/#:~:text=Answer%3A%20Where%20the%20applicant%20wants,alter%20their%20year%20of%20birth.>

Change at Birth: Where the applicant wants to make changes on his infant or first birth certificate, Changes are done once on a birth certificate. Applicants are not allowed to alter their year of birth.

How do I change my gender marker on my National ID?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

<https://database.ilga.org/ghana-lgbti>

You can however request for your national identity card to be re-issued, under Art 32(Expiry and re-issue of national identity card) and Art. 52 (Correction of personal information held by the Authority) under the National-Identity-Register-Act-2008-750 (<https://nca.org.gh/wp-content/uploads/2020/09/National-Identity-Register-Act-2008-750.pdf>) request to correct your national identity card if incorrectly issued.

The national ID is the same as the Ghana Card, so you can find more information here as well on how to update it your Ghana Card: <https://nia.gov.gh/wp-content/uploads/2022/08/PROVISION-OF-UPDATE-1.pdf>

and here some helpful FAQs: <https://nia.gov.gh/faqs/>

How do I change my gender marker on my driver's license?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

<https://database.ilga.org/ghana-lgbti>

You will need your passport / national ID to get a driver's license, so your gender on your driver's license will be as recorded on your passport / national ID.

At what age can I change my gender marker by myself?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

<https://database.ilga.org/ghana-lgbti>

What can I do if I do not have a parent or guardian with me to change my gender marker and do not have anyone else who can help me?

It's currently illegal to change your gender marker in Ghana.

<https://www.equaldex.com/issue/changing-gender>

It's impossible to change one's legal gender marker in Ghana. This means it is not legal to reassign your sex by permitting a change of legal gender on your birth certificate.

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Please note that the I Am Here Platform is in development and does not represent the final version of the work product. We will continue to update this I Am Here Platform as updates and edits are received across the globe.

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