

I Am Here: obtaining your identification and vital documents

New South Wales

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National Identification Cards

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

For a youth to freely move around Australia, obtain a job, and obtain housing within the Country they will need to obtain a form of Identification. If the youth in question resides in New South Wales, they may be eligible to obtain either a:

- NSW photo ID card or;
- NSW driver's license.

Note: to be eligible in NSW for either form of Identification, you must be over the age of 16 years.

For further information on eligibility and required documentation, please visit ([Service NSW](#)).

What is the process for getting an ID card?

In order to apply for a NSW photo ID card, you will need to:

1. Download and complete the NSW Photo Card Application – PDF. (See [Link](#))
2. Gather the necessary identity documents.
3. Visit a service centre to have your photo taken, and submit your application.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/photo-cards/get-your-first-photo-card#toc-how-to-apply>

Where can I find information online about getting an ID?

Information on obtaining a NSW photo card can be found through [link](#).

Information about how to obtain a NSW drivers license see [link](#).

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

In order to obtain a NSW photo ID card, you will need to be above the age of 16 years old. You will be required to fill out the online application form ([link](#)).

See also: ([Link](#))

You will also need to provide proof of your identity, by providing either:

- a NSW driver/rider licence that is current, or has expired within the last 2 years – sometimes called a 'stand-alone' proof of identity; or
- two documents (one from List 1 and one from List 2). Your name and gender should be consistent on both documents. See the documents included in List 1 and List 2 here: <https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/proving-your-identity>

One of your proof of identity documents should show your signature. If it doesn't, you'll need to complete a Witness Letter.

When proving your identity, you must provide original documents. They do not accept:

- copies, certified copies or laminated documents
- any identity document that is recorded as destroyed, lost, stolen or cancelled
- general boat and personal watercraft driving licences.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/proving-your-identity>

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

If you want to correct your personal details, you'll need to visit a Service NSW center and provide supporting documents with your application such as:

1. passport;
2. migration documents;
3. birth or marriage certifications of the parents; and/or
4. other documentation confirming the spelling of names, and the correct date of events.

Firstly, you will need to complete the '[correct an entry application](#)'. Then post your completed form and proof of identity to Registry of Births Deaths & Marriages or visit your nearest Services NSW Centre.

Secondly, you must provide at least 3 forms of identification, one of each from categories 1, 2 and 3. If you cannot provide identification from Categories 1 and 2, you must still provide at least three forms of identification. At least two of these must be from Category 3.

If the error was made by the registry, a replacement certificate will be dispatched free of charge.

If incorrect or incomplete information was supplied at the time of registration, and a replacement certificate is required, with a minimum fee of \$65.

This process will take an estimated time of 3 weeks and they will be delivered by registered post.

Source: <https://www.nsw.gov.au/family-and-relationships/name-changes-and-corrections/correct-an-entry#:~:text=Complete%20the%20Correct%20an%20entry.your%20nearest%20Service%20NSW%20centre.&text=You%20must%20provide%20at%20least.categories%201%2C%202%20and%203>.

What if I only have foreign documents?

The process is the exact same as if you had Australian documents however, the documents you provide to prove your identity are different. Two identity documents (one from List 1 and one from List 2) are still required. Note that List 1 allows you to provide an overseas passport or ImmiCard.

Source: [Proving your identity | NSW Government](#)

If your documents are not in English, you'll need to provide an official translation.

Translations are acceptable if they're from:

- [Multicultural NSW](#) (previously Community Relations Commission of NSW)
- the [Translating and Interpreting Service](#) provided by the Department of Home Affairs.

Source: <https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/proving-your-identity#toc-documents-not-in-english>

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

If you cannot meet the requirements of proof of identity, contact NSW Government.

Source: <https://www.nsw.gov.au/departments-and-agencies/births-deaths-marriages/contact-registry>

Do I have to be a resident of the state to get an ID card?

Yes. To obtain a NSW Photo Card you must be a NSW resident, aged 16 years or over and be able to provide acceptable proof of identity.

You need:

- the PDF form - '[NSW Photo Card Application](#)'
- if you don't have a NSW Driver License or your expired Photo Card, you'll need:
 - proof of identity documents

- your proof of signature
- your concession card details (if applicable)
- your payment (if applicable)

[Source](#)

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

NSW residency

- While being a resident is stated as a requirement to obtain a NSW Photo Card, it is not required to be shown in any of the proof of identity documents.
- However, you will need to provide a residential address on the [application form](#), which presumably will need to be a NSW residential address.

Australian residency

- According to the [Social Security Act 1991](#), section 7, subsection (2) an Australian resident is a person who:
- resides in Australia; and
- is one of the following:
 - an Australian citizen;
 - the holder of a permanent visa;
 - a special category visa holder who is a protected SCV holder.

Evidence must be obtained to verify that they are an Australian resident. This means that the person must:

1. have the right to live in Australia permanently, and
2. intend to live in Australia permanently.

Suitable evidence of Australian residency may include:

1. information obtained from the Department of Home Affairs verifying the date of arrival, residence status, etc.
2. a passport
3. a citizenship certificate, or
4. a visa or travel documents from the Department of Home Affairs stating that the person has been granted permanent residence.

[\(Source\)](#)

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

As a permanent resident of Australia, you generally can:

- remain in Australia indefinitely
- work and study in Australia
- enroll in Australia's national health scheme, Medicare
- apply for bank loans to buy property
- sponsor eligible relatives for permanent residence
- apply for Australian citizenship, if eligible
- travel to and from Australia for as long as your travel facility permits.
- attend free English language classes provided by the Adult Migrant English Program
- work in New Zealand

However, if you are not a resident of NSW you will not be able to apply for a NSW photo card.

<https://www.service.nsw.gov.au/transaction/apply-for-a-nsw-photo-card#:~:text=You%20must%20be%3A,acceptable%20proof%20of%20identity%20document>

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

Yes, the [application](#) requires a mailing address.

If you are homeless, Australia Post offers a 12-month free PO Box service.

<https://auspost.com.au/receiving/manage-your-mail/po-boxes-and-private-bags/free-po-boxes-for-homeless>

Further, if you are homeless you can contact organisations such as [Homeless Persons' Legal Service](#) (HPLS) which can help you with getting your ID documents.

Justice and Equity Centre (iec.org.au)

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

In order to apply for a NSW photo ID card, you will need to:

- Download and complete the [NSW Photo Card Application](#)
- Gather the necessary identity documents.
- Visit a service centre to have your photo taken, and submit your application.

<https://www.service.nsw.gov.au/transaction/apply-for-a-nsw-photo-card#how-to-apply>

You will need to visit a service centre and cannot complete the process online.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/photo-cards/get-your-first-photo-card>

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

Fees to obtain a NSW photo card are as follows:

- If you have no NSW driver licence: \$57 for a 5 year card or \$102 for a 10 year card.
- If you are applying for a photo card and NSW driver licence at the same: \$5 for a 5 or 10 year card
- If you already hold of a NSW driver licence and are applying for a photo card at another time: \$15 for a 5 or 10 year card

Concessions

You can get a new or replacement photo card free of charge if you're:

- an eligible pensioner, senior or carer
- an eligible concession cardholder, including war widows
- receiving a Centrelink Carer Allowance
- a NSW Seniors and Senior Savers cardholder.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/photo-cards/fees-and-concessions>

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

You must be at least 16 years old.

<https://www.nsw.gov.au/driving-boat-and-transport/driver-and-rider-licences/proof-of-identity/photo-cards/get-your-first-photo-card#:~:text=Getting%20a%20photo%20card%20is,both%20at%20the%20same%20time>

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)?

Generally, you do not need a parent or guardian to attend with you. They will only need to attend with you (and show proof of their identity) if they witness your signature on the application.

You will not need to do this if you can provide an acceptable proof of identity document with your signature or you can leave your mark/signature on the application form.

[NSW Government](#)

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

You can get a photo card by yourself when you are 16 years old.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/photo-cards/get-your-first-photo-card#toc-how-to-apply>

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

It does not appear that there are any special provisions.

Are there any special provisions for homeless youth?

It does not appear that there are any special provisions.

However, if you are homeless you can contact organisations such as [Homeless Persons' Legal Service](#) (HPLS) which can help you with getting your ID documents.

[Justice and Equity Centre \(jec.org.au\)](http://www.jec.org.au)

Will I have to take a test?

No.

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

N/A

Driver's License

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

Service NSW issues NSW drivers' licenses (See [Service NSW Website](#)).

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

In order to obtain a full license in NSW you need to go through the Graduated License Scheme (GLS).

The steps to obtaining a license through the GLS are as follows:

(1) Learner Licenses

Learners license is developing your skills under the supervision of a driver with a full license. (3)

To get your learner license you need to:

- be 16 or over.
- [prove your identity](#)
- pass a [eyesight test](#)
- pass the [Driver Knowledge Test](#)

Apply for your learner's license [here](#)

(2) P1 License

Obtaining a P1 license (red P's) means you may drive a car unsupervised.

To get a P1 license, you must:

- have passed the [Hazard Perception Test \(HPT\)](#)
- pass an eyesight test
- pass the [driving test](#).

If you're under 25, you must:

- have held your learner license for at least 12 months
- have logged 120 hours of driving time in a learner driver log book (including 20 hours of night driving).

If you are under 25 and live in a remote area, you may be eligible for a [restricted P1 License](#).

Apply for your P1 license [here](#)

(3) P2 License

The provisional P2 license (green p's) is the next step in the journey to obtaining your full license.

When you have held your provisional P1 licensee for at least 12 months, you can apply for a provisional P2 driver license.

Most customers can apply for a P2 license online. Apply [here](#).

(4) Full License

When you've had your green Ps for at least 2 years, you can get a full (unrestricted) driver license.

To apply for a full license, you must:

- have held your P2 license for at least 2 years
- pass an eyesight test.

Apply for your full license [here](#)

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

You can find information regarding obtaining a driver's license on the [Service NSW Website](#).

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?

To obtain a driver's license in NSW you need to prove your identity.

To prove who you are, you need to provide:

- A NSW driver/rider license or NSW Photo Card that is current, or has expired within the last 2 years – sometimes called a 'stand-alone' proof of identity

Or

- two documents – one from [List 1](#) and one from [List 2](#).

Signature requirement

One of your proof of identity documents should show your signature. If it doesn't, you'll need to complete a Witness Letter launch. One of the following people can witness your signature:

- your employer
- bank manager
- school principal
- accompanying parent or guardian.

Signatures on application forms must be original ('wet' – i.e., signed with a pen and ink).

- Electronic ('digital') signatures, including emailed, faxed, scanned, or photocopied signatures are not permitted.

The application forms generally include a section for the witness to complete, if needed.

Any variation of what is ordinarily used as a signature is not permitted, as additional words or symbols may convey a legal meaning or otherwise limit, place a caveat or condition on the name.

Temporary Interim License

If you can't immediately provide acceptable proof of identity documents, you can provide a reference statement to apply for a temporary interim licence.

This reference statement needs to be from someone aged 18 years or older and who has known you for at least 12 months.

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

If the names on your List 1 and List 2 documents (documentation required for proof of identity) are different from each other, please refer to the table [linked](#) to find out if your document is acceptable.

If your List 2 document shows initials, these need to match your full name on your List 1 document.

If you've changed your name, you'll need to visit a Service NSW Centre within 14 days to record your new name on your licence, vehicle and vessel details. You will need;

5. your proof of identity
6. your original change of name document, for example one of the following:
 - marriage certificate
 - change of name certificate
 - birth certificate showing your name at birth and your new name

- divorce document showing the name you're changing back to
7. your licence card and registration papers (if applicable)
 8. [Replacement Application](#) - Transport in NSW
 9. [Change of Records](#) - Transport for NSW.

Source: <https://www.service.nsw.gov.au/transaction/change-of-name-with-transport-for-nsw>

What if I only have foreign documents?

Overseas passports (which have not been cancelled) and overseas birth certificates are accepted as valid forms of proof of identity.

If your documents are not in English:

You will need to provide an official translation.

Translations are acceptable if they're from:

- Multicultural NSW launch (previously Community Relations Commission of NSW)
- the Translating and Interpreting Service launch provided by the Department of Home Affairs.

Service NSW also accept translations from:

- the Consulate-General of the Republic of Korea
- the Taipei Economic and Cultural Office (TECO), Sydney.

Any other translations are not acceptable ([source](#)).

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

If you can't immediately provide acceptable proof of identity documents, you can provide a reference statement to apply for a temporary interim licence.

This reference statement needs to be from someone aged 18 years or older and who has known you for at least 12 months. Service NSW may contact your referee to confirm their statement ([Source](#)).

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

Yes. The [application](#) states that "you must live in NSW to be issued with a NSW Licence".

If you are not an Australian permanent resident or cannot provide proof of permanent residency a [temporary overseas visitor licence](#) may be issued (however, you must still be residing in NSW).

If you are an overseas visitor, you may drive on your existing overseas license for up to six months. If you wish to continue to drive after six months however you will need to apply for a temporary overseas visitor license. [Source](#)

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

NSW residency

While being a resident is stated as a requirement to obtain a NSW Driver's Licence, it is not required to be shown in any of the proof of identity documents.

However, you will need to provide a residential address on the [application form](#), which explicitly states that it must be a NSW residential address.

Australian residency

If you are an Australian permanent resident, you will also need to provide proof of your Australian permanent residency, by providing one of the following documents:

- Australian full Birth Certificate showing parental details
- Australian passport
- Certificate of Australian Citizenship
- Australian naturalisation document
- Certificate of Aboriginality
- Permanent Resident Evidence (PRE) ImmiCard – issued before 1 July 2017
- Evidence of Immigration Status (EIS) ImmiCard (permanent residency status only)
- current ID document from Australian Passport Office
- current Australian Defence Force photo ID
- overseas passport or travel document which includes a valid Australian permanent residency visa.

If you are not a permanent resident or you can't provide proof of permanent residency, you will be issued with a [Temporary Overseas Visitor licence](#).

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/visiting-or-moving-to-nsw/moving-your-overseas-licence/prepare-your-application>

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

If you do not have residency in NSW you will not be able to apply for a NSW driver's licence.

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

Yes, the [application](#) requires a mailing address.

If you are homeless, Australia Post offers a 12-month free PO Box service.

<https://auspost.com.au/receiving/manage-your-mail/po-boxes-and-private-bags/free-po-boxes-for-homeless>

Further, if you are homeless you can contact organisations such as Homeless Persons' Legal Service (HPLS) which can help you with getting your ID documents.

[Justice and Equity Centre \(jec.org.au\)](http://JusticeandEquityCentre(jec.org.au))

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

See the application process outlined above in the question "What is the process for getting a driver's license?".

The following tests need to be taken in person or at Service NSW Centre (cannot be taken online):

- [Driver Knowledge Test](#) to get your learner's permit
- [Hazard Perception Test](#) to get your P1 Licence
- [Driving test](#) to get your P1 Licence

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/driver-licence-tests>

<https://www.service.nsw.gov.au/transaction/book-a-driver-knowledge-test-dkt>

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

Licence fees include:

- Learner licence: \$28
- Provisional P1 licence: \$66
- Provisional P2 licence: \$103
- Unrestricted licence (gold):
 - 1 year: \$66
 - 3 years: \$154
 - 5 years: \$208

- 10 years: \$386

Test fees include:

- Driver Knowledge Test: \$52 each attempt
- Special Mobility Vehicle Knowledge Test: \$52 each attempt
- Driving Test: \$64 (inc GST) each attempt
- Riding Test (non-declared areas): \$64 (inc GST) each attempt
- Hazard Perception Test: \$52 each attempt

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/fees>

Concessions

You may be eligible for a concession or a discount depending on your circumstances. This may include whether you are:

- a pensioner (may include some Department of Veterans' Affairs customers);
- a registered carer;
- a holder of a Seniors Card; or
- have a good driving record. If you have a good driving record and are an unrestricted licence holder, you may be eligible for a 50% discount under the Fair go for safe drivers scheme.

If you are under the age of 16 you are eligible if you are:

- named as a dependent on a current NSW Pensioner Concession Card
- hold a current Centrelink Health Care Card.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/fees/concessions-and-discounts>

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

You must be at least 16 years old to get your learner's licence.

You must be at least 17 years old to get your P1 licence.

You must have held your P1 licence for at least 12 months to get your P2 licence (which means that you must be at least 18 years old to get your P2 licence).

You must have held your P2 licence for at least 24 months to get your full licence (which means that you must be at least 20 years old to get your full licence).

<https://www.service.nsw.gov.au/guide/getting-a-nsw-driver-licence#getting-your-full-licence>

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)?

You generally do not need a parent or guardian to accompany you.

However, one of your proof of identity documents should show your signature. If it doesn't, you'll need to complete a [Witness Letter](#). One of the following people can witness your signature:

- your employer
- bank manager
- school principal
- **accompanying parent or guardian.**

If a parent or guardian witnesses your signature, they must attend the service centre with you and must show acceptable proof of their own identity.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/proof-of-identity/proving-your-identity>

<https://tfnswforms.transport.nsw.gov.au/45070768-witness-letter.pdf>

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

You must be at least 16 years old to get your learner's licence.

You must be at least 17 years old to get your P1 licence.

You must have held your P1 licence for at least 12 months to get your P2 licence (which means that you must be at least 18 years old to get your P2 licence).

You must have held your P2 licence for at least 24 months to get your full licence (which means that you must be at least 20 years old to get your full licence).

<https://www.service.nsw.gov.au/guide/getting-a-nsw-driver-licence#getting-your-full-licence>

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

The Driver Licensing Access Program (DLAP) is a free program providing support to people in NSW who face extra challenges in getting a licence.

DLAP is available to:

- Aboriginal communities
- refugee and resettlement communities

- communities who have limited access to transport options or who are geographically disadvantaged
- **vulnerable young people**
- other people experiencing social and economic hardship.

The program can help you with:

- getting a learner licence
- getting on-road driving experience
- progressing to a provisional licence
- regaining a licence.
- <https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/driver-licensing-access-program>

Further, the Department of Communities and Justice (DCJ) may pay for up to 10 driving lessons as part of a young person's Leaving Care Plan. In cases where the young person doesn't have regular access to a car, DCJ may also consider paying for additional lessons. Ask your caseworker for more information on what sort of support is available as a teen who is learning to drive.

Carers and guardians of youth aged 16 to 18 years old who are studying at school or training, may also be able to access the Teenage Education Payment (TEP). This TEP can be used for education-related assistance, including driving lessons.

[Teenage Education Payment \(TEP\) | Communities and Justice \(nsw.gov.au\)](https://www.nsw.gov.au/teenage-education-payment)

[TEP-Questions-and-Answers-Carers.pdf \(squiz.cloud\)](#)

Other programs such as "Drive for Life" run by the Salvation Army may also be able to assist.

<https://www.salvationarmy.org.au/driveforlife/>

Are there any special provisions for homeless youth?

The Driver Licensing Access Program (DLAP) is a free program providing support to people in NSW who face extra challenges in getting a licence.

DLAP is available to:

Aboriginal communities

- refugee and resettlement communities
- communities who have limited access to transport options or who are geographically disadvantaged
- **vulnerable young people**

- **other people experiencing social and economic hardship.**

The program can help you with:

- getting a learner licence
- getting on-road driving experience
- progressing to a provisional licence
- regaining a licence.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/driver-licensing-access-program>

Other programs such as "Drive for Life" run by the Salvation Army may also be able to assist.

<https://www.salvationarmy.org.au/driveforlife/>

Will I have to take a test?

Yes. You will have to take the following tests to obtain your driver's licence:

- Driver Knowledge Test to get your learner's permit
- Hazard Perception Test to get your P1 Licence
- Driving test to get your P1 Licence

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/driver-licence-tests>

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

Yes, you should make appointments to take the below tests:

- Driver Knowledge Test: you can book the test online, in person at any service centre or by phoning 13 22 13.
- Hazard Perception Test: you can book the test online [here](#).
- Driving test: you can book this test online [here](#).

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/driver-licence-tests>

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

Find the various driving testing locations [here](#).

You will need to be able to get to a testing location in order to sit the driving test.

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

Yes, you will need to get your learner's licence in order to practice driving before you get your provisional or full driver's licence.

On your learner licence you develop your driving skills under the supervision of a driver with a full licence.

<https://www.nsw.gov.au/driving-boating-and-transport/driver-and-rider-licences/driver-licences/getting-your-driver-licence>

Birth Certificate

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

A birth certificate.

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?

When a child is born in NSW, they must be registered before the parent can apply for a birth certificate. If you believe that you were not registered at birth, you can apply for late registration. Information can be found on the documents needed for this process within the late registration drop-down of the following link: <https://www.nsw.gov.au/family-and-relationships/births/register-your-baby>

Once your birth has been registered, you can apply for a birth certificate. You can apply for a birth certificate here: https://onlineforms.bdm.nsw.gov.au/application/birth_details

How do I get a copy of my birth certificate?

You need to apply through Service NSW to get a copy of your birth certificate. You need to provide three forms of current identity, across three different categories, to support your application.

The required identity documents for each category can be found here: <https://www.nsw.gov.au/family-and-relationships/births/birth-certificates>

If you do not have one document from each category, you need to have at least two documents from category three.

During your application (either online or in person) you must provide:

- details of your birth
- personal and contact information
- proof of identity documents that have been saved to your phone or computer

Can I order my birth certificate online?

You can order your birth certificate online by accessing the following link: https://onlineforms.bdm.nsw.gov.au/application/birth_details

What documents will I need to get my birth certificate?

You will need three forms of current identity to get your birth certificate. Information on the types of identity documents allowed can be found here:

https://onlineforms.bdm.nsw.gov.au/application/birth_details

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

If you do not have one identity document from each of the three required categories, you need to have two identity documents from category three.

If you do not have all of the required identity documents, you should contact service NSW via phone or online chat for advice on your options.

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

Service NSW does not list a specific minimum age for applying for your birth certificate. Several forms of identity that could be used to support your application (i.e. drivers license) can only be obtained when you are 16.

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)?

You do not need a parent or guardian to apply for your own birth certificate. However, your parent can apply for a birth certificate on your behalf.

<https://www.service.nsw.gov.au/transaction/apply-for-a-birth-certificate>

What is the cost to get a birth certificate?

A standard birth certificate is \$65 standard service and \$96 with priority service.

Is there a waiver if I cannot afford the fee?

Yes.

Application for a fee waiver should be in writing, explaining reasons for the request. The Registrar will document the decision regarding any application for a fee waiver and give reasons for the decision.

Specified circumstances may include, but are not limited to the following:

1. compassionate grounds
2. registry service breakdown
3. members of the stolen generation
4. applications for adoption searches

([source](#))

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)?

Yes. Legal Aid NSW has a Memorandum of Understanding with the NSW Registry of Births, Deaths and Marriages with an allocation of free birth certificates for eligible people.

Section 4.7 of the [BDM General Fee Waiver Policy](#) provides the Registry's eligibility criteria:

Vulnerable People

The following is a non-exhaustive and non-definitive list of circumstances where someone may be considered vulnerable:

- Anyone who is currently a victim of, and/or directly impacted by Domestic Violence
- A person of any age who is sleeping rough, including those who are homeless due to circumstances beyond their control
- **Children under 18 years of age, who are currently living in poverty or just above the poverty line**
- Those suffering long term chronic debilitating illnesses
- People who suffered personal disasters, e.g., house fire resulting in total destruction of all personal property, within six months of the event occurring
- Unregistered persons in incarceration.

Children living under foster care might be included in one of the above categories. It should also be noted that this is **not an exhaustive list** and so an application should be made if you think you meet the criteria for a fee waiver.

<https://www.nsw.gov.au/sites/default/files/2021-11/PO%20202-5%20Fee%20Waiver%20Policy.pdf>

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

Yes. Legal Aid NSW has a Memorandum of Understanding with the NSW Registry of Births, Deaths and Marriages with an allocation of free birth certificates for eligible people.

People experiencing economic hardship (i.e on full Centrelink) and have one or more of the following indicators of vulnerability:

are homeless, or at risk of homelessness;

Section 4.7 of the [BDM General Fee Waiver Policy](#) provides the Registry's eligibility criteria:

4.7 Vulnerable People

The following is a non-exhaustive and non-definitive list of circumstances where someone may be considered vulnerable.

A person of any age who is sleeping rough, including those who are homeless due to circumstances beyond their control

How to make an application:

- Print and complete this [application form](#) (Leave the payment section blank. If possible, it may be best to use your address as the applicant's address if they are living transiently and will not have secure housing within the 15-business day processing time.)
- complete the template letter (Annexe 1), and
- obtain clear colour photocopies of at least 2 forms of ID from the applicant.

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

You will need to contact the relevant overseas registry who maintains records of births.

If an overseas birth certificate cannot be obtained, then each person with parental responsibility must complete a [B-6 Application – Child born overseas without a birth certificate](#), and you will need to explain why the birth certificate cannot be obtained. This application can only be made if obtaining a birth certificate from an overseas jurisdiction is genuinely impossible, not if it is inconvenient or time-consuming.

Source: <https://www.passports.gov.au/getting-passport-how-it-works/documents-you-need/identity>

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

Yes. Refer to question 4.

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

https://onlineforms.bdm.nsw.gov.au/application/birth_details

Making changes to government ID documents

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

You must return all of your original certificates with your application including any:

- NSW birth certificates and extracts and
- NSW change of name certificates and extracts.

For more information please visit: [Change of name | NSW Government](#)

How do I change my name on my birth certificate?

You'll need to lodge an [Application to Correct an Entry](#) form with the [NSW Registry of Births, Deaths and Marriages](#). For instructions on how to complete this visit: [Change the details on a birth, death or marriage record](#).

How do I change my name on my ID?

You need to visit a service centre and provide [proof of identity documents](#).

You will also need to bring an original of one of the following documents:

1. Marriage certificate for NSW
2. Change of name certificate
3. Birth certificate - issued by an Australian Births, Death and Marriage Registry showing your name at birth and your new name.
4. Divorce document - showing the name you're changing back to
5. Deed poll - registered with the relevant authority.
6. Completed Instrument Evidencing Change of Name form - which has been registered in the Land Titles Office.

Your identity documents and change of name document should show a clear link between your names.

For instructions on how to complete this visit: [Proving your identity Service NSW](#).

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

If you've changed your name, you'll need to visit a Service NSW Centre within 14 days to record your new name on your licence.

You need to provide:

- your proof of identity
- your original change of name document, for example your marriage certificate; change of name certificate; birth certificate showing your name at birth and your new name; or divorce document showing the name you're changing back to
- your licence card and registration papers (if applicable)
- the [Replacement Application form](#) if you need a replacement product such as a driver licence card or the [Change of Records form](#) if you do not need a replacement product.

For more instructions visit: [Change of name with Transport for NSW](#).

At what age can I change my name by myself?

You can apply to change your name with the [NSW Government](#) if you are over the age of 18.

What can I do if I have no parent or guardian and want to change my name and do not have anyone who can help me?

If you are under 18, the easiest way to change your name formally is with the permission of both of your parents or guardians. Your parents or guardians will have to apply to the NSW Registry of Births, Deaths & Marriages to change your name.

However, if you are under 18 and do not have parents or guardians to apply for you, an Australian court must have allocated parental responsibility for the child to person(s) other than the parent. Examples include:

- Minister of Family and Community Services, or
- grandparent(s),
- aunt and uncle, or
- other people with parental responsibility that are not the parents.

For more information visit: [Application to register a change of name for a child \(under 18\)](#).

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

You must provide at least three (3) forms of ID, including photo ID. Overseas documents must be translated into English by a NAATI accredited translator. The Registry will not accept faxed applications or faxed identification documents. All photocopies of ID must be certified by an authorised witness as being true and correct copies of the originals. The following persons can certify your ID: Justice of the Peace, Notary Public, Legal Practitioner (holding a current practising certificate), a person authorised to administer an oath under section 26 of the Oaths Act 1900. Please see [Service NSW](#).

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

You can change your gender marker on your birth certificate by applying to [Service NSW](#).

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

To change your gender marker on your photo ID card you have to make an application to [Service NSW](#). You also need to bring an original of **one** of the following:

- birth certificate showing your gender
- a [List 1](#) document showing your gender
- Recognised Details Certificate that states your gender, issued by NSW Registry of Births, Deaths and Marriages (or similar interstate authority)
- medical certificate confirming your gender, from an Australian registered medical practitioner. Gender reassignment surgery is not essential. However you should be receiving, or have already received, clinical treatment for transition to a new gender
- medical certificate confirming your gender from the surgeon or clinic where the gender reassignment surgery happened.

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

To change your gender marker on your driver's license you have to make an application to [Service NSW](#). You also need to bring an original of **one** of the following:

- birth certificate showing your gender
- a [List 1](#) document showing your gender
- Recognised Details Certificate that states your gender, issued by NSW Registry of Births, Deaths and Marriages (or similar interstate authority)

- medical certificate confirming your gender, from an Australian registered medical practitioner. Gender reassignment surgery is not essential. However you should be receiving, or have already received, clinical treatment for transition to a new gender
- medical certificate confirming your gender from the surgeon or clinic where the gender reassignment surgery happened.

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

You can change your gender marker when you are aged 18 or older.

What can I do if I don't have a parent or guardian and want to change my gender marker and do not have anyone who can help me?

You need to be at least 18 years old to change the gender marker on your ID by yourself.

If you are under 18, you will need a parent or guardian to apply on your behalf to change the gender recorded on most forms of ID. If you cannot attain the consent of your parents or guardians, you may need to obtain a court order, or wait until you turn 18.

<https://www.transhub.org.au/under-18s>

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