

# **I Am Here: obtaining your identification and vital documents**

**South Australia**

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# Table of contents

<b>National Identification Cards.....</b>	<b>4</b>
What type of document can youth seek which will allow them to move around the territory and country? .....	4
What is the process for getting an ID card?.....	4
Where can I find information online about getting an ID? .....	4
What documents do I have to have to get an ID? Is there any document that I must have to get an ID? .....	4
What if my documents do not have my correct name/address? .....	4
What if I only have foreign documents? .....	4
What happens if my documents are not accepted to get an ID card? .....	5
Do I have to be a resident of the territory to get an ID card?.....	5
What does it mean to be a resident of this territory? How do I prove residency?.....	5
What can I do if I do not have residency in this territory? .....	6
Will I need a mailing address? What can I do if I am homeless? .....	6
What is the application process? Can I complete it online? .....	6
Is there an application fee? Is there a waiver option if I cannot afford to pay it? .....	6
How old do I have to be to apply for an ID card by myself? .....	6
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)? .....	6
At what age can I get an ID card by myself? .....	6
Are there any special provisions for foster youth (children in custody of the government)? .....	6
Are there any special provisions for homeless youth? .....	6
Will I have to take a test?.....	6
If applicable, do I have to make an appointment to take the test?.....	6
<b>Driver's License .....</b>	<b>7</b>
What organization issues a driver's license in this territory? .....	7
What is the process for getting a driver's license? .....	7
Where can I find information online about getting a driver's license? .....	8
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? .....	8
What if my documents do not have my correct name/address? .....	9
What if I only have foreign documents? .....	9

What happens if my documents are not accepted to get a driver's license?.....	10
Do I have to be a resident of the territory to get a driver's license? .....	10
What does it mean to be a resident of this territory? How do I prove residency?.....	10
What can I do if I do not have residency in this territory?.....	11
Will I need a mailing address? What can I do if I am homeless? .....	11
What is the application process? Can I complete it online? .....	11
Is there an application fee? Is there a waiver option if I cannot afford to pay it? .....	11
How old do I have to be to apply for a driver's license by myself? .....	11
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)? .....	11
At what age can I get a driver's license card by myself?.....	12
Are there any special provisions for foster youth (children in custody of the government)? .....	12
Are there any special provisions for homeless youth? .....	12
Will I have to take a test?.....	12
If applicable, do I have to make an appointment to take the test?.....	12
Where can I take the driving test? What can I do if I cannot get to a testing location?.....	12
Do I need to get a permit or authorization to practice driving before I get my driver's license? .....	12
<b>Birth Certificate .....</b>	<b>15</b>
What is the document detailing a person's birth called in this territory?.....	15
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? .....	15
How do I get a copy of my birth certificate?.....	15
Can I order my birth certificate online?.....	16
What documents will I need to get my birth certificate? .....	16
What happens if I don't have some or all of the documents that are required?.....	16
How old do I have to be to get a copy of my birth certificate by myself? .....	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)?.....	16
What is the cost to get a birth certificate?.....	16
Is there a waiver if I cannot afford the fee? .....	16
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)? .....	16

Are there any special laws or provisions that can help get a birth certificate if I am homeless? .....	17
Where do I get my birth certificate if I was born in another country? .....	17
Is there a way to get my birth certificate without going somewhere in person? .....	17
Where can I find information online about getting a birth certificate? .....	17
<b>Making changes to government ID documents .....</b>	<b>18</b>
What vital doc should I start with to change my name? Is the process easier for one of the IDs? .....	18
How do I change my name on my birth certificate? .....	18
How do I change my name on my ID? .....	18
How do I change my name on my driver's license? .....	18
At what age can I change my name by myself? .....	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? .....	19
What vital doc should I start with to change my gender marker? Is the process easier for one of the IDs? .....	19
How do I change my gender marker on my birth certificate? .....	19
How do I change my gender marker on my ID? .....	19
How do I change my gender marker on my driver's license? .....	19
At what age can I change my gender marker by myself? .....	20
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? .....	20

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## National Identification Cards

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

People aged at least 17 years and 11 months can apply for a proof of age card.

You can also apply for a driver's licence or birth certificate.

\*note: If there is more than one document that a young person should seek, you can duplicate the cards to address the questions for different types of ID!\*

### What is the process for getting an ID card?

You can apply for a South Australian Proof of ID card online if you have an SA GOV account ([SA.GOV.AU - Home \(www.sa.gov.au\)](https://www.sa.gov.au)) or through an SA service centre (

You will need to provide a completed application for a proof of age card with the following evidence of identity:

- combined identification documents need to show full name, date of birth, signature and current South Australian residential address
- if you already have a South Australian photographic driver's licence or learner's permit you may not need to supply full evidence of identity

### Where can I find information online about getting an ID?

You can find information at <https://www.sa.gov.au/topics/driving-and-transport/licences/proof-of-age-card#person>

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

For a proof of age card, the documents that you need are:

- a South Australian photographic driver's licence or learner's permit; OR
- combined identification documents need to show full name, date of birth, signature and current South Australian residential address. The documents that can be used are outlined here - <https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

You can update the address on your proof of ID card at ServiceSA. You can do this online, by phone or in person. ([sa.gov.au/topics/driving-and-transport/licences/licence-details/update-your-details](https://sa.gov.au/topics/driving-and-transport/licences/licence-details/update-your-details))

You can update your name with the Department of Infrastructure & Transport using a form MR41. You will need to provide the following forms of identity:

- provide full evidence of identity in either your current or former name and one of the following documents:
- birth certificate issued by an Australian Births, Deaths and Marriages office showing name at birth and the new name
- marriage certificate issued by an Australian Births, Deaths and Marriages office
- change of name certificate issued by an Australian Births, Deaths and Marriages office
- divorce papers Decree Nisi or Absolute issued by an Australian Court, indicating the name being reverted to
- adoption paper issued by an Australian Court
- Australian Government ImmiCard issued by the Department of Home Affairs indicating the previous name on the back of the card

([sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity](https://sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity))

### What if I only have foreign documents?

Proof of identity can be in the form of either:

one primary and two secondary documents  
two primary and one secondary documents.

These documents together must show:

- full name
- date of birth
- signature
- current South Australian residential address

- evidence of change of name, if you have changed

The primary evidence of identity requirements require Australian documents or:

- a current New Zealand passport (where the Australian visa cannot be verified)
- a current Australian visa (with a foreign passport and accompanied by a visa grant notice) or an electronic travel authority (with a foreign passport)
- an Australian Government ImmiCard (current or expired) (Evidence of Immigration Status or Australian Migration Status or Permanent Resident Evidence or Residence Determination) issued by the Department of Home Affairs
- Australian Citizenship Certificate, Certificate of Naturalisation, Declaratory Certificate of Australian Citizenship, Evidentiary Certificate of Australian Citizenship, Citizenship by Descent extracts (formerly Registration of Citizenship by Descent), or adoption in accordance with the Hague convention on inter-country adoption certificate issued by the Department of Home Affairs
- a document for travel to Australia issued by the Department of Home Affairs
- a Certificate of Identity or a United Nations Convention Travel Document (Titre de Voyage) issued by the Australian Passport Office (Department of Foreign Affairs and Trade)

The secondary identity documents that are acceptable (which are or may be available to people with foreign law documents) are:

- an expired (no limit) New Zealand passport (where the Australian visa cannot be verified)
- an employee photo identity card issued by a state, territory or Australian government agency (issued within the previous five years)
- a current credit or debit card that shows your embossed or printed name and signature, or account card from a bank, building society or credit union, or a passbook (up to twelve months old)
- an account statement or a letter from a bank, building society or credit union on the institution's letterhead or with the institution's stamp (up to twelve months old)
- letter from the Australian Taxation Office (which includes your tax file number), Centrelink or Medicare on the institution's letterhead or with the institution's stamp (up to twelve months old)
- current Australia Post issued Keypass ID Card (issued on or after 2 October 2017 (must feature red and white Australia Post logo at top left)
- phone, internet, gas, electricity or water bill on the institution's letterhead or with the institution's stamp (up to twelve months old)
- a council rates or land valuation notice (up to twelve months old)
- a contract of sale, lease arrangement or rental receipt for your place of residence (up to two years old)

([sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity](https://sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity))

If documents are not in English, a translation from an approved Australia based translator will be accepted.

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

- At least one of the three documents presented will need to provide evidence of your current South Australian address. If none of the documents display the address an additional document will be required.
- Documents that list middle names as an initial will need to be supported by another acceptable primary document which shows what the initial stands for.
- Photocopies, certified extracts of original documents and commemorative certificates will not be accepted.
- If documents are not in English, a translation from an approved Australia based translator will be accepted.
- If there are genuine reasons for being unable to provide the required documents, you may be able to present an alternative document or complete a non-standard evidence of identity verification form. Contact Service SA for additional information.
- Please note, inconvenience or expense are not satisfactory reasons for exemption.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

If there are genuine reasons for being unable to provide the required documents, you may be able to present an alternative document or complete a non-standard evidence of identity verification form. Contact Service SA for additional information.

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

Yes. The evidence of identity must also show your residential address.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

You need a South Australian residential address.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

You can provide evidence of your residential address by providing one of the following secondary forms of ID:

- phone, internet, gas, electricity or water bill on the institution's letterhead or with the institution's stamp (up to twelve months old)



- a council rates or land valuation notice (up to twelve months old)
- a contract of sale, lease arrangement or rental receipt for your place of residence (up to two years old)

#### **What can I do if I do not have residency in this territory?**

You need a South Australian residential address.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

You need a residential address to apply for a proof of age card.

If there are genuine reasons for being unable to provide the required documents, you may be able to present an alternative document or complete a non-standard evidence of identity verification form. Contact Service SA for additional information.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

Alternatively, if you are homeless, you may apply to be able to apply for a 12-month free PO Box service at an AU Post Office (once the 12 month expires, you will need to pay in order to keep your PO box). In order to apply for this, you will need to complete a PO Box application form which is available online or at any Post Office. You will also need to present a letter of introduction from the St Vincent de Paul Society (Vinnies).

Some churches, generally larger ones, offer mail services to people without permanent addresses. If you have a church, please contact them to see if this is possible.

Please see the following link for further information:

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

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

You can apply online if you have a Service SA account: [SA.GOV.AU - Home](https://www.sa.gov.au) ([www.sa.gov.au](https://www.sa.gov.au))

You can also apply in person: <https://www.sa.gov.au/topics/driving-and-transport/licences/proof-of-age-card#person>

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

The application fee is \$25.

#### **How old do I have to be to apply for an ID card by myself?**

People aged at least 17 years and 11 months are eligible to apply for a proof of age card.

<https://www.sa.gov.au/topics/driving-and-transport/licences/proof-of-age-card#person>

#### **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)?**

People aged at least 17 years and 11 months are eligible to apply for a proof of age card.

<https://www.sa.gov.au/topics/driving-and-transport/licences/proof-of-age-card#person>

#### **At what age can I get an ID card by myself?**

People aged at least 17 years and 11 months are eligible to apply for a proof of age card.

<https://www.sa.gov.au/topics/driving-and-transport/licences/proof-of-age-card#person>

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

No. There are no special provisions.

#### **Are there any special provisions for homeless youth?**

No. There are no special provisions.

#### **Will I have to take a test?**

No. There is no test for a proof of age card.

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

Not applicable.

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## Driver's License

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### What organization issues a driver's license in this territory?

ServiceSA issues drivers licenses.

[service.sa.gov.au](http://service.sa.gov.au)

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

1. Check you're allowed to drive
2. Apply for a learner's permit
3. Driving on your L's and progressing to a provisional licence
4. Apply for a provisional licence
5. Driving on your P's
6. Full licence

You must be at least 15 years and 9 months old to complete the myLs online course and theory test.

You must be at least 16 years old to apply for your learner's permit.

You must be at least 17 years old to apply for a provisional car licence.

You must hold a learner's permit for:

- at least 12 months if you are under 25 years old
- at least 6 months if you are 25 years old or over.

Full step by step details are here: [www.sa.gov.au/topics/driving-and-transport/licences/steps](http://www.sa.gov.au/topics/driving-and-transport/licences/steps)

Alternatively, you can transfer a license from another state.

Yes you need your learner's, to get your provisional license, to get your full license.

<https://www.sa.gov.au/topics/driving-and-transport/licences/steps>

Steps to getting a driver's licence

Getting a car driver's licence involves gradually progressing through a series of stages until you qualify for a full licence.

There is a different process for:

- [returning drivers](#)

- transferring an [interstate and overseas licence](#)
- [motorcycle licence](#).

#### Step 1

- Check you're allowed to drive
- Through all the getting a driver's licence stages you must:
  - meet the age and time requirements
  - be [medically fit to drive](#)
  - not be [disqualified from driving](#).

#### Step 2

- Apply for a learner's permit
- You must be at least 15 years and 9 months old to start the process of completing and passing a learner's theory test before you can get your learner's permit (L's).
- You can only be issued a learner's permit when you are at least 16 years old.
- To get your L's you'll need to:
  - study for and pass a theory test
  - attend a Service SA centre to provide evidence of identity, have your photo taken, and apply for your learner's permit.
- Your learner's permit will be valid for 2 years.
- [Apply for a learner's permit](#)

#### Step 3

- Driving on your L's and progressing to a provisional licence
- Having your learner's permit means you're allowed to drive a car on the road with a qualified supervising driver or driving instructor but there are [conditions](#).
- To get a P1 provisional licence you must:
  - have a learner's permit for at least:
    - 12 months if you're between 17 and 24 years old
    - 6 months if you're at least 25 years old



- complete at least 75 hours of driving including a minimum of 15 hours at night with a qualified supervising driver or a driving instructor. This must be recorded in a log book.
- pass either a:
  - Vehicle on Road Test (VORT) practical driving test with a VORT authorised examiner
  - Competency Based Training and Assessment (CBT&A) course
- get a certificate of competency for passing either the VORT test or CBT&A course.
- Find out more about the [Learner's stage](#).

#### Step 4

- Apply for a provisional licence
- Book an appointment to do a hazard perception test at a Service SA centre.
- Take the required documentation with you to the Service SA centre:
  - learner's permit
  - certificate of competency
  - Driving Companion with your completed declaration showing completion of the compulsory driving hours
  - a completed [application form \(237.2 KB PDF\)](#).
- Once you've passed the test at the centre you'll be issued a provisional licence (P's).
- [Apply for a provisional licence](#)

#### Step 5

- Driving on your P's
- Your provisional licence is valid for 3 years - P1 for 1 year and P2 for 2 years.
- On your P's you can drive independently, without a supervising driver but there are conditions.
- If you're eligible your P1 licence will automatically be upgraded to a P2 licence when both of these apply:
  - you're at least 18 years old
  - you've held a P1 licence for a minimum of 12 months.

#### Step 6

- Full licence

- When you are due to progress to your full driver's licence, a licence renewal notice will be automatically posted to you. Your provisional conditions will finish midnight of the expiry of your P2 licence.
- You must:
  - be at least 20 years old
  - held a provisional licence for at least 3 years - including at least 12 months on P1 and at least 2 years on P2.
- Renew online or go to a Service SA centre to get your full licence.

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

There are a couple of places:

- <https://www.sa.gov.au/topics/driving-and-transport/licences/steps>
- [https://service.sa.gov.au/service\\_sa\\_transactions\\_and\\_services\\_list](https://service.sa.gov.au/service_sa_transactions_and_services_list)

### 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?

- evidence of identity that verifies your full name, date of birth, signature, current SA residential address and evidence of change of name if you have changed your name or your name is different from the documents presented

Proof of identity can be in the form of either:

- one primary and two secondary documents
- two primary and one secondary documents.

These documents together must show:

- full name
- date of birth
- signature
- current South Australian residential address
- evidence of change of name, if you have changed your name and it is different from the documents presented.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

You then need to provide the evidence of change of name if you have changed your name or your name is different from the documents presented.

Change of name evidence of identity

All change of name evidence of identity documents must be in hard copy/physical format or presented with a hard copy/physical document.

You will need to complete an [advice of change of name/address \(121.2 KB PDF\)](#) and provide full evidence of identity in either your current or former name and one of the following documents:

- birth certificate issued by an Australian Births, Deaths and Marriages office showing name at birth and the new name
- marriage certificate issued by an Australian Births, Deaths and Marriages office
- change of name certificate issued by an Australian Births, Deaths and Marriages office
- divorce papers *Decree Nisi* or *Absolute* issued by an Australian Court, indicating the name being reverted to
- adoption paper issued by an Australian Court
- Australian Government ImmiCard issued by the Department of Home Affairs indicating the previous name on the back of the card

### What if I only have foreign documents?

If documents are not in English, a translation from an approved Australia based translator will be accepted.

Non-Australian documents require either:

one of the following (in hard copy/physical format or presented with a hard copy/physical document):

- a current New Zealand passport (where the Australian visa cannot be verified)
- a current Australian visa (with a foreign passport and accompanied by a visa grant notice) or an electronic travel authority (with a foreign passport)
- an Australian Government ImmiCard (current or expired) (Evidence of Immigration Status or Australian Migration Status or Permanent Resident Evidence or Residence Determination) issued by the Department of Home Affairs
- Australian Citizenship Certificate, Certificate of Naturalisation, Declaratory Certificate of Australian Citizenship, Evidentiary Certificate of Australian Citizenship, Citizenship by Descent extracts (formerly Registration of Citizenship by Descent), or adoption in

accordance with the Hague convention on inter-country adoption certificate issued by the Department of Home Affairs

- a document for travel to Australia issued by the Department of Home Affairs
  - a Certificate of Identity or a United Nations Convention Travel Document (Titre de Voyage) issued by the Australian Passport Office (Department of Foreign Affairs and Trade)
- or
- two of the following (either in hard copy/physical or digital format. Electronic statements accessed through your account on an app on your device (e.g., mobile phone or tablet) and internet-printed statements are acceptable):
  - an expired (no limit) New Zealand passport (where the Australian visa cannot be verified)
  - a current Medicare card, Centrelink Pensioner Concession Card, Health Care Card or Department of Veterans' Affairs entitlement card that shows your name (may include other persons' names and your name does not need to be the primary name)
  - an interstate equivalent of the South Australian proof of age card issued by an interstate government authority (issued within the previous ten years)
  - an employee photo identity card issued by a state, territory or Australian government agency (issued within the previous five years)
  - a current credit or debit card that shows your embossed or printed name and signature, or account card from a bank, building society or credit union, or a passbook (up to twelve months old)
  - an account statement or a letter from a bank, building society or credit union on the institution's letterhead or with the institution's stamp (up to twelve months old)
  - letter from the Australian Taxation Office (which includes your tax file number), Centrelink or Medicare on the institution's letterhead or with the institution's stamp (up to twelve months old)
  - current Australia Post issued Keypass ID Card (issued on or after 2 October 2017 (must feature red and white Australia Post logo at top left)
  - phone, internet, gas, electricity or water bill on the institution's letterhead or with the institution's stamp (up to twelve months old)
  - a council rates or land valuation notice (up to twelve months old)
  - a contract of sale, lease arrangement or rental receipt for your place of residence (up to two years old)
  - Australian Defence Force photo identity card (excluding civilian staff and family)
  - current Defence Housing Agreement

- evidence of enrolment to vote from Australian Electoral Commission (up to two years old)
- Australian Taxation Office tax assessment (previous or current financial year)
- student identity document from an Australian educational institution with photograph and/or signature (current or expired up to twelve months)
- certificate or statement of enrolment from an educational institution (up to twelve months old)
- a letter signed by the principal, deputy principal or head of school, or a person with authority to sign for the principal, deputy principal or head of school of a recognised educational institution, on the institution's letterhead (up to twelve months old)
- school report, certificate of accomplishment or enrolment issued by a secondary school in South Australia (up to six months old)
- occupational licence (SafeWork SA or Consumer and Business Services) showing photograph
- an armed services discharge document (up to twelve months old)
- Australian-issued security guard or crowd controller licence showing photograph
- Australian-issued firearms licence showing photograph
- Aviation Security Identification Card (ASIC) or Maritime Security Identification Card (MSIC) issued during or after October 2018.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

Transferring an International Driver's License

<https://www.sa.gov.au/topics/driving-and-transport/licences/overseas-licence-transfer>

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

At least one of the three documents presented will need to provide evidence of your current South Australian address. If none of the documents display the address an additional document will be required.

Documents that list middle names as an initial will need to be supported by another acceptable primary document which shows what the initial stands for.

Photocopies, certified extracts of original documents and commemorative certificates will not be accepted.

If documents are not in English, a translation from an approved Australia based translator will be accepted.

If there are genuine reasons for being unable to provide the required documents, you may be able to present an alternative document or complete a non-standard evidence of identity verification form. Contact Service SA for additional information.

Please note, inconvenience or expense are not satisfactory reasons for exemption.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

Yes

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

You need a South Australian residential address.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

Licenses from other states can be transferred.

<https://www.sa.gov.au/topics/driving-and-transport/licences/interstate-and-overseas/drivers-licence-transfer>

Take these items to a [Service SA centre](#):

- your interstate driver's licence card. [What to do if you cannot present your physical licence card](#)Open in slide out
- a completed [driver's licence application form \(153.5 KB PDF\)](#)
- [evidence of identity](#).

Students, visitors and those who are working in South Australia on current temporary visas are permitted to drive with an overseas licence as stated below only while that licence is current. If that licence expires, you are required to obtain a South Australian driver's licence.

If you hold a current overseas driver's licence of a particular class you may drive a vehicle of an equivalent class in South Australia if you:

- also hold a current International Driving Permit or;
- hold a foreign licence written in English or which is accompanied by an English translation of the details on the licence and;
- are not disqualified from driving in South Australia or elsewhere. You are required to carry your licence (and English translation if applicable) at all times when driving. You must produce the licence and your passport to Police on request.

Permanent residents

If you are issued a permanent visa and become a resident of South Australia, you must obtain a South Australian driver's licence within **three months** and you may be required to surrender your overseas driver's licence. Once you are issued with a South Australian learner's permit or driver's licence, your overseas licence is invalid.

<https://www.approveddrivingschool.com.au/driving-south-australia-overseas-visitors/>

### What can I do if I do not have residency in this territory?

You need a South Australian residential address.

<https://www.sa.gov.au/topics/driving-and-transport/licences/tests/evidence-of-identity>

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

If you are homeless, you may apply to be able to apply for a 12-month free PO Box service at an AU Post Office (once the 12 month expires, you will need to pay in order to keep your PO box). In order to apply for this, you will need to complete a PO Box application form which is available online or at any Post Office. You will also need to present a letter of introduction from the St Vincent de Paul Society (Vinnies).

Some churches, generally larger ones, offer mail services to people without permanent addresses. If you have a church, please contact them to see if this is possible.

Please see the following link for further information:

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

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

Steps to getting a Driver's License:

<https://www.sa.gov.au/topics/driving-and-transport/licences/steps>

The first step is to apply for a Learner's Permit through the mySAGOV account and completing the myLs course and theory test.

Transferring an Interstate License:

Take these items to a [Service SA centre](#):

- your interstate driver's licence card. [What to do if you cannot present your physical licence card](#)[Open in slide out](#)
- a completed [driver's licence application form \(153.5 KB PDF\)](#)
- [evidence of identity](#).

Transferring an International License:

<https://www.sa.gov.au/topics/driving-and-transport/licences/overseas-licence-transfer>

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

For Learners: <https://www.sa.gov.au/topics/driving-and-transport/licences/learners-permit/apply/myls-course-and-theory-test>

- pay a once only \$39 fee to enrol for the online myLs course and theory test.
- Pay the \$70 fee for your learner's permit

For provisional license: <https://www.sa.gov.au/topics/driving-and-transport/licences/applying-for-a-provisional-licence>

- Pay the **\$35** fee to do the hazard perception test. Alternatively, this can be paid when you attend in person at a Service SA centre. The fee is charged each time you attempt the test.
- At the counter pay the provisional licence fee and you'll be issued with a temporary licence.
  - Provisional licence: **\$173** fee.
  - Provisional licence - concession: **\$96.50** fee.
  - (concession <https://www.sa.gov.au/topics/driving-and-transport/motoring-fees/registration-and-licence-concessions>)

For a standard license, once qualified from provisional, will be asked to renew license.

<https://www.sa.gov.au/topics/driving-and-transport/licences/full-licence/renewing-your-driver-s-licence>

Renewal fee depends on the number of years of renewal term. One year is \$71. Concession is here: <https://www.sa.gov.au/topics/driving-and-transport/motoring-fees/registration-and-licence-concessions>

For interstate transfers: A **\$20** fee will apply to transfer your driver's licence. You will also need to have your photo taken. <https://www.sa.gov.au/topics/driving-and-transport/licences/interstate-and-overseas/drivers-licence-transfer>

For international transfers: unclear but appears to standard renewal rates:

<https://www.sa.gov.au/topics/driving-and-transport/licences/interstate-and-overseas/driving-with-an-overseas-licence>

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

You must be at least 15 years and 9 months old to start the process of completing and passing a learner's theory test before you can get your learner's permit (L's).

You can only be issued a learner's permit when you are at least 16 years old.

### 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)?

A parent or guardian is not required. <https://www.sa.gov.au/topics/driving-and-transport/licences/learners-permit/apply/myls-course-and-theory-test>

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

You must be at least 15 years and 9 months old to start the process of completing and passing a learner's theory test before you can get your learner's permit (L's).

You can only be issued a learner's permit when you are at least 16 years old.

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

No. There are no special provisions.

### Are there any special provisions for homeless youth?

No. There are no special provisions.

### Will I have to take a test?

Yes, courses are required. <https://www.sa.gov.au/topics/driving-and-transport/licences/steps>

For Learner's: The first step is to apply for a Learner's Permit through the mySAGOV account and completing the myLs course and theory test.

For a provisional license:

complete at least 75 hours of driving including a minimum of 15 hours at night with a qualified supervising driver or a driving instructor. This must be recorded in a log book.

- pass either a:
  - Vehicle On Road Test (VORT) practical driving test with a VORT authorised examiner
  - Competency Based Training and Assessment (CBT&A) course
- get a certificate of competency for passing either the VORT test or CBT&A course.

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

For Learner's: The test is online through the mySAGOV account and completing the myLs course and theory test.

For provisional license: driving experience can be logged in a book <https://mylicence.sa.gov.au/my-car-licence/learners-stage>

passing the Hazard Perception Test <https://mylicence.sa.gov.au/the-hazard-perception-test> and

Option 1 : Passing a practical driving test called the Vehicle On Road Test (VORT). You'll need to book with a motor driving instructor who has a VORT licence at least three days ahead and pay their fee.

or

Option 2 : Complete the competency based training course (CBT) in your Driving Companion. You'll need to contact a motor driving instructor with a CBT licence who'll assess you in a series of practical driving sessions.

<https://mylicence.sa.gov.au/my-car-licence/learners-stage>

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

If you live more than 100 kilometres as the crow flies from a place where the test is conducted, or on Kangaroo Island, you are exempt from having to pass the hazard perception test.

<https://www.sa.gov.au/topics/driving-and-transport/licences/applying-for-a-provisional-licence>

For Learner's: The test is online through the mySAGOV account and completing the myLs course and theory test.

For provisional license: driving experience can be logged in a book <https://mylicence.sa.gov.au/my-car-licence/learners-stage>

passing the Hazard Perception Test <https://mylicence.sa.gov.au/the-hazard-perception-test> and

Option 1 : Passing a practical driving test called the Vehicle On Road Test (VORT). You'll need to book with a motor driving instructor who has a VORT licence at least three days ahead and pay their fee.

or

Option 2 : Complete the competency based training course (CBT) in your Driving Companion. You'll need to contact a motor driving instructor with a CBT licence who'll assess you in a series of practical driving sessions.

Provisional must be done in person.

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

Yes you need your learner's, to get your provisional license, to get your full license.

<https://www.sa.gov.au/topics/driving-and-transport/licences/steps>

Steps to getting a driver's licence

Getting a car driver's licence involves gradually progressing through a series of stages until you qualify for a full licence.

There is a different process for:

- [returning drivers](#)
- transferring an [interstate and overseas licence](#)
- [motorcycle licence](#).

#### Step 1

Check you're allowed to drive

Through all the getting a driver's licence stages you must:

- meet the age and time requirements
- be [medically fit to drive](#)
- not be [disqualified from driving](#).

#### Step 2

- Apply for a learner's permit
- You must be at least 15 years and 9 months old to start the process of completing and passing a learner's theory test before you can get your learner's permit (L's).
- You can only be issued a learner's permit when you are at least 16 years old.
- To get your L's you'll need to:
  - study for and pass a theory test
  - attend a Service SA centre to provide evidence of identity, have your photo taken, and apply for your learner's permit.
  - Your learner's permit will be valid for 2 years.
- [Apply for a learner's permit](#)

#### Step 3

- Driving on your L's and progressing to a provisional licence
- Having your learner's permit means you're allowed to drive a car on the road with a qualified supervising driver or driving instructor but there are [conditions](#).
- To get a P1 provisional licence you must:
  - have a learner's permit for at least:
    - 12 months if you're between 17 and 24 years old
    - 6 months if you're at least 25 years old

- complete at least 75 hours of driving including a minimum of 15 hours at night with a qualified supervising driver or a driving instructor. This must be recorded in a log book.
- pass either a:
  - Vehicle on Road Test (VORT) practical driving test with a VORT authorised examiner
  - Competency Based Training and Assessment (CBT&A) course
- get a certificate of competency for passing either the VORT test or CBT&A course.

- Find out more about the [Learner's stage](#).

#### Step 4

- Apply for a provisional licence
- Book an appointment to do a hazard perception test at a Service SA centre.
- Take the required documentation with you to the Service SA centre:
  - learner's permit
  - certificate of competency
  - Driving Companion with your completed declaration showing completion of the compulsory driving hours
  - a completed [application form \(237.2 KB PDF\)](#).
- Once you've passed the test at the centre you'll be issued a provisional licence (P's).
- [Apply for a provisional licence](#)

#### Step 5

- Driving on your P's
- Your provisional licence is valid for 3 years - P1 for 1 year and P2 for 2 years.
- On your P's you can drive independently, without a supervising driver but there are [conditions](#).
- If you're eligible your P1 licence will automatically be upgraded to a P2 licence when both of these apply:
  - you're at least 18 years old
  - you've held a P1 licence for a minimum of 12 months.



#### Step 6

- Full licence
- When you are due to progress to your full driver's licence, a licence renewal notice will be automatically posted to you. Your provisional conditions will finish midnight of the expiry of your P2 licence.
- You must:
  - be at least 20 years old
  - held a provisional licence for at least 3 years - including at least 12 months on P1 and at least 2 years on P2.
- Renew online or go to a Service SA centre to get your full licence.

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## Birth Certificate

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

A document detailing a person's birth called is called 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?

Anyone born in South Australia can apply for their own birth certificate, so long as the birth was registered.

You can apply for this online here, or by filling out a paper form and posting your application or lodging your application in-person at a Service SA location. Further details about this is here.

In order to apply, the South Australian government requires:

- TWO documents from list 1; OR
- ONE document from list 1 and ONE document from either list 2 or 3; OR
- ONE document from list 2 and TWO documents from either list 1 or 3; OR
- THREE documents from list 3.

At least one document must show name and address and one document must show signature.

#### List 1

- Australian passport
- Australian driver's licence (front and back)
- Centrelink concession card

#### List 2

- Government employee photo ID card
- Overseas driver's licence
- Tertiary student ID card
- Overseas passport
- Aviation/maritime security ID card
- Medicare card

- Australian firearms licence
- Security guard/crowd control licence

#### List 3

- Bank statement
- Council rates notice
- Utility account (electricity, gas, water)
- Proof of age card
- Tenancy or lease agreement
- Motor vehicle registration papers
- Telephone/mobile account
- ATO notice of assessment
- Mortgage documents
- Australian Electoral Commission enrolment
- Seniors card
- Superannuation fund statement
- Certified academic university transcript
- Credit/debit card

### How do I get a copy of my birth certificate?

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/birth-certificates>

A birth certificate can only be issued if the birth was registered in South Australia. If the birth was outside of South Australia, contact the registry of that state, territory or country.

You must register the birth of your child before applying for a birth certificate.

- Anyone born in South Australia can apply for their own birth certificate.
- Anyone can access an historical birth certificate (more than 100 years old).
- [Certain people](#) can apply for a copy of someone else's certificate.

You'll need to supply some information about the person whose certificate you want, and prove your identity.

#### What you'll need

Fees:

Standard certificate - **\$60.50**

Standard and commemorative certificate - **\$85.50**

#### **Can I order my birth certificate online?**

Yes.

This online application form on the SA Births Deaths and Marriages office website is available here:

<https://bdm.cbs.sa.gov.au/bdmsaonline/dbnet.aspx?DBCgm=1&PRPRC=OAC>

#### **What documents will I need to get my birth certificate?**

You will need to upload scanned or photographed images of the following identity documents. **At least one document must show your name and postal address and one document must show your signature.** All documents must be current (not expired). Where a secondary document is provided as evidence of your postal address and it has an issue date, it must have been issued within the last three month period. Proof Of Identity Policy

**Option 1** - Australian driver's licence OR Centrelink concession card OR an Australian passport AND one secondary identity document.

**Option 2** - Medicare card AND two secondary identity documents.

**Option 3 (overseas residents only)** - Overseas passport OR overseas driver's licence AND two secondary identity documents. If your identity documents are in another language, they must be translated into English by an accredited translator.

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

Trying to obtain a birth certificate without the relevant documents would be difficult, but there might conceivably be exceptional situations which SA BD&M might take into account.

The application form for an existing certificate provided by Births, Deaths and Marriages (available at <https://www.cbs.sa.gov.au/documents/certificate-application-form-bdm.pdf>) notes "If you don't have access to the record or the required identification documents, please contact us for assistance - phone 131 882".

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

There is no minimum age requirement to get a copy of your birth certificate.

#### **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)?**

The application does not require a parent or guardian.

#### **What is the cost to get a birth certificate?**

It costs \$60.50 for a standard birth certificate.

Note that if there is no birth certificate on record, a 'no record' certificate is issued and a search fee of \$60.50 is still charged.

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/birth-certificates#whatyouneed>

#### **Is there a waiver if I cannot afford the fee?**

The South Australian Government may waive certain fees and charges. There is no separate form.

When you are completing the application form, you can leave the payment section (Annexe 6) blank and include a brief cover letter, explaining why you should be considered for a fee waiver with any evidence that you can provide (for example, if you are reliant on Centrelink or have no income, experiencing homelessness, or experiencing family or domestic violence, or any other reasons that you would like to provide).

You can call Service SA on 13 10 84 or go to a Service SA Customer Service Centre for more information.

<https://www.recovery.sa.gov.au/recovery-services/financial-assistance/fee-waivers-and-exemptions>

<https://www.google.com/url?sa=t&rct=j&q=&esrc=s&source=web&cd=&ved=2ahUKEwiayP-BitSDAxUHV2wGHQO8CWwQFnoECBAQAQ&url=https%3A%2F%2Fwww.legalaid.nsw.gov.au%2Fcontent%2Fdam%2Flegalaidnsw%2Fdocuments%2Fpdf%2Fabout-us%2Four-partners%2Fcooperative-legal-service-delivery-program%2F2023-July-fee-waivered-birth-certificates-factsheet.pdf&usq=AOvVaw182-nJUriEYg7S5xbx4avq&opi=89978449>

#### **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)?**

The Department for Child Protection can authorise the Registrar of Births, Deaths and Marriages to issue pre-adoption birth certificates.

You can try contacting the Freedom of Information Team (Department for Child Protection) by calling 8226 4399 or emailing them on [DCP.FOI@sa.gov.au](mailto:DCP.FOI@sa.gov.au) for further information.

<https://www.childprotection.sa.gov.au/adoption/provision-of-adoption-information>

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

No. There are no special laws or provisions, but you can try contacting the 'Births, Deaths, and Marriages' department through any of the following methods:

**By Phone:**

Phone: 131 882  
International: +61 8 8204 8532

**By Post:**

GPO Box 1351  
Adelaide SA 5001

**Online (General enquiries):**

<https://forms.sa.gov.au/#/form/6351ce3fad9c5f9a308f2e2c/app/659f39bebe1ece870612ddb4>

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

You will need to contact the relevant Government agency of the country in which you were born, who will be able to provide you with your birth certificate of that country.

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

Yes. You can apply for your birth certificate online, and you can also have your certificated posted to you, via Registered or Express Post.

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/birth-certificates>

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

You can find further information online about getting a birth certificate here:

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/birth-certificates>

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## Making changes to government ID documents

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

You should start with changing your name on your birth certificate.

Changing your name on other federal government documents (such as a Passport, Medicare, or Centrelink) will require an updated birth certificate.

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/changing-your-name>

<https://justiceconnect.org.au/resources/how-to-legally-change-your-name-sa/>

### How do I change my name on my birth certificate?

You can change your name on your birth certificate if:

- you were born in South Australia; or
- you were born overseas, but you are an Australian citizen or a permanent resident, and have lived in South Australia for at least the last twelve months.

**Note: you can only change your name once every 12 months, and three times in your lifetime.**

You can apply online here:

<https://bdm.cbs.sa.gov.au/bdmsaonline/dbnet.aspx?dbcgm=1&prprc=ocn>

For your application, you will need to provide the following information:

- your new name;
- any previous names used;
- the reason for changing your name.

You will need to sign a declaration, in front of an approved witness. An approved witness includes justices of the peace, notary publics, police officers, and practising solicitors/lawyers.

Further information can be found here: <https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/changing-your-name>

You can also contact the Births, Deaths, Marriages agency through the following ways:

### By Phone

Phone: 131 882

International: +61 8 8204 8532

### By Post

GPO Box 1351

Adelaide SA 5001

### Online (Online enquiry)

<https://forms.sa.gov.au/#/form/6351ce3fad9c5f9a308f2e2c>

### How do I change my name on my ID?

You may need to apply for a new card, using the processes previously detailed. However, you may not need to supply full evidence of identity.

Please contact Service SA for further information on next steps.

**Online:** <https://forms.sa.gov.au/#/form/58cf0ff088f9a1930196991>

### By phone:

Call Service SA between 9:00 am and 5:00 pm Monday to Friday, excluding public holidays:

13 10 84 (domestic).

+61 8 8226 0206 (overseas callers).

### In person

Service SA centre locations and opening hours: <https://www.sa.gov.au/topics/about-sa/directories/customer-service-centres/locations-and-opening-hours>

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

Attend a SA Service Centre with a completed change of address/name form; your current driver's licence; evidence of your ID, and pay the fee for either a replacement licence or renewal (whichever applies). You will also need a new photo if your signature has changed.

### At what age can I change my name by myself?

You can change your name by yourself, once you are 18 and over.

<https://justiceconnect.org.au/resources/how-to-legally-change-your-name-sa/>

### 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, you will need to ask your parents or guardians to make the application. You cannot change your name by yourself, until you are over 18 years old.

If your parents are separated, one parent cannot change a child's name unless they have received consent from the other parent, obtained a relevant court order approving the name change, or sole parental responsibility has been granted to that parent by a court or any other law.

<https://justiceconnect.org.au/resources/how-to-legally-change-your-name-sa/>

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

If you change your birth certificate, the updated birth certificate can then be used as evidence supporting applications to change your driver's licence and proof of ID.

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

To change your gender on your birth certificate

- if you are born in South Australia and are 18 years or over you can make an application. The application must be accompanied by either (1) a statement by a medical practitioner or psychologist certifying that the person has undertaken a sufficient amount of appropriate clinical treatment in relation to the person's sex or gender identity; or (2) a copy of a designated certificate (a certificate from another jurisdiction) or a prescribed notification (a notification from another jurisdiction). The application form is available at <https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/corrections-to-certificates>
- if you are resident in South Australia, but were born outside of Australia, you can apply for an identity acknowledgement certificate if you have resided in South Australia for at least 12 consecutive months. You will be issued with an 'Identity Acknowledgement Certificate' if your application is approved. These applications must also be accompanied by a statement by a medical practitioner or psychologist certifying that the person has undertaken a sufficient amount of appropriate clinical treatment in relation to the person's sex or gender identity.
- if you are under the age of 18, the South Australian Civil and Administrative Tribunal (SACAT) must first approve the making of an application to change your gender identity. Approval may be granted if the Tribunal is satisfied that it would be in the best interests of the child. A child is taken to have the capacity to make an application. Even where SACAT makes an order authorising the registration of a change of the child's sex or gender identity, the change must still be registered with the Registrar of Births, Deaths and Marriages for it to be effective.

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

To register or amend your gender, you must present one of the following documents at a Service SA centre:

- a statement from a registered medical practitioner or a registered psychologist
- a valid Australian Government travel document, such as a current passport, which specifies your gender
- an amended state or territory birth certificate, which specifies your gender
- a state or territory gender recognition certificate, or recognised details certificate, showing that a state or territory registrar of birth deaths and marriages has accepted your change in sex will be sufficient evidence.

Providing you have a supporting document from the list above, you can change your gender to one of the following:

'M' - male

'F' - female

'X' - this option is available if you do not identify your gender as either male or female.

<https://www.sa.gov.au/topics/driving-and-transport/licences/licence-details/update-your-details>

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

To register or amend your gender, you must present one of the following documents at a Service SA centre:

- a statement from a registered medical practitioner or a registered psychologist
- a valid Australian Government travel document, such as a current passport, which specifies your gender
- an amended state or territory birth certificate, which specifies your gender
- a state or territory gender recognition certificate, or recognised details certificate, showing that a state or territory registrar of birth deaths and marriages has accepted your change in sex will be sufficient evidence.

Providing you have a supporting document from the list above, you can change your gender to one of the following:

'M' - male

'F' - female

'X' - this option is available if you do not identify your gender as either male or female.



For more information, read the Australian Government guidelines on the recognition of sex and gender.

<https://www.sa.gov.au/topics/driving-and-transport/update-your-details#:~:text=Gender,passport%2C%20which%20specifies%20your%20gender>

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

To change your gender identity on your birth certificate you must be 18. If you are under 18, you will need to have any application approved by the SACAT.

<https://www.sa.gov.au/topics/family-and-community/births-deaths-and-marriages/certificates/corrections-to-certificates>

#### **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?**

If you are under the age of 18, you can make an application to the South Australian Civil and Administrative Tribunal (SACAT). This does not require parent or guardian approval.

There is a fact sheet from SACAT that explains the process further.

[https://www.sacat.sa.gov.au/\\_data/assets/pdf\\_file/0009/946656/Applying-to-Change-the-Sex-or-Gender-Identity-of-a-Child.pdf](https://www.sacat.sa.gov.au/_data/assets/pdf_file/0009/946656/Applying-to-Change-the-Sex-or-Gender-Identity-of-a-Child.pdf)

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