NEW U.S. PASSPORT CHECKLIST:

- **Form DS-11: Application for a U.S. Passport**
  - Application can be obtained in the Learning Abroad office or online at [http://www.state.gov/documents/organization/212239.pdf](http://www.state.gov/documents/organization/212239.pdf).
  - Do not sign the application until requested to do so by a passport agent.

- **Proof of U.S. Citizenship**
  - Primary Evidence *(one of the following)*:
    - Previously issued, undamaged U.S. Passport
    - Certified birth certificate issued by the city, county, or state
    - Consular Report of Birth Abroad or Certification of Birth
    - Naturalization Certificate
    - Certificate of Citizenship

- **Proof of Identity**
  - Primary Evidence *(one of the following)*:
    - Previously issued, undamaged U.S. passport
    - Naturalization Certificate
    - Valid Driver's License
    - Current Government ID (city, state, or federal)
    - Current Military ID (military and dependents)

- **One Passport Photo**
  - Photo can be taken in the Learning Abroad office for a **$10 fee**.

- **Passport Fees**
  - Mandatory Fees
    - Passport Book Application Fees (Adult): **$110**
      - Personal check, cashier’s check, or money order **ONLY**
        - Made payable to the [U.S. Department of State](http://www.state.gov)
    - Facility Execution Fee: **$35**
      - Personal check, cashier’s check, or money order **ONLY**
        - Made payable to the [University of Houston](http://www.uh.edu)
  - Optional Fees
    - Expedited Service Fee: **$60**
      - Personal check, cashier’s check, or money order **ONLY**
        - Made payable to the [U.S. Department of State](http://www.state.gov)
    - Overnight Delivery Fee: **$17.13**
      - Personal check, cashier’s check, or money order **ONLY**
        - Made payable to the [U.S. Department of State](http://www.state.gov)

Proof of U.S. Citizenship and Proof of Identity must be submitted in original format; copies will not be accepted.