

Kansas Department of Revenue
SAVE Verification – Request Form
Division of Vehicles

Instructions: <ul style="list-style-type: none"> Requestor must submit legible photocopies of legal documents to be verified in PDF format. Requestor must complete all information indicated in the Requestor Information section of this document. The Kansas Department of Revenue SAVE Coordinator will contact the Requestor by mail, email or phone to review findings. <u>Do NOT Open a New Case Number</u> once a Number has been assigned (Performing this action will result in a delay with response time). 	Submitting or Desired Exam Office: Date Received: SAVE Case Verification Number:
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Please Check Submitted Documents:

- I-327 (Reentry Permit)
- I-551 (Permanent Resident Card) – **Must include copy of the back side of card**
- I-571 (Refugee Travel Document)
- I-766 (Employment Authorization Card)
- Certificate of Citizenship
- Naturalization Certificate
- Machine Readable Immigrant Visa (with Temporary I-551 Language)
- Temporary I-551 Stamp (on Passport or I-94)
- I-94 (Arrival/Departure Record) – **Must include I-20 if student**
- I-94 (Arrival/Departure Record) in Unexpired Foreign Passport – **Must include I-20 if student**
- Unexpired Foreign Passport
- I-20 (Certificate of Eligibility for Nonimmigrant (F-1) Student Status)
- DS2019 (Certificate of Eligibility for Exchange Visitor (J-1) Status)
- Other (Use Document Description)

Requestor Information (Please Print Legibly):

Last Name	First Name	Middle Initial	Date of Birth
Address		Kansas Driver's License or Non-Driver ID Number	
City	State	Zip Code	
Email Address	Telephone Number	Fax Number	
Additional Comments:			

Mail To:
 Division of Vehicles
 SAVE Coordinator
 PO Box 2188
 Topeka, KS 66601-2188
 Email: KDOR_LAWFUL.PRESENCE@KS.GOV

Instructions for Temporary Residents in the United States applying for a Kansas Driver's License, Driver Instructional Permit or Non-Driver Identification Card

Purpose:

In July 2011, Kansas Department of Revenue (KDOR) began utilizing the United States Citizenship and Immigration Service's "Systematic Alien Verification for Entitlement System" (SAVE), to determine the status of Temporary Residents in the United States when such applicants apply for a Kansas Driver's License, Driver Instructional Permit or Non-Driving Identification credential.

Instructions to obtain SAVE Verification:

If you are a temporary resident to the United States, follow these instructions for obtaining a SAVE Verification when applying for a Kansas Driver's License, Driver Instructional Permit or Non-Driving Identification credential.

1. Visit a Full Service Driver's License Exam Station. A list of all locations can be found at: <http://www.ksrevenue.org/dmv-dlstations.html>
2. At the Exam Station, you must present all original government issued documents that pertain to your immigration status; i.e., Passport, I-94, Visa, I-20, DS2019, etc. Refer to the full list of documents below.
3. The Driver's License Examiner will use your documents to verify your immigration status with SAVE.
4. If your immigration status is verified, the process to obtain a Kansas Driver's License, Driver Instructional Permit or Non-Driving Identification credential will continue.
5. If your immigration status is NOT verified, you will be required to fill out a SAVE Verification – Request Form and provide copies of all documents used for the initial verification to the Driver's License Examiner.
6. The Driver's License Examiner will send all of your documents to the home office where additional verification will be administered by the SAVE Coordinator.
7. After additional verification is received, you will be notified via mail, email or phone as to your immigration status.

Documents used for SAVE Verification:

I-327 (Reentry Permit)
I-551 (Permanent Resident Card) – **Must provide copy of the back of card if submitting for additional verification**
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I-766 (Employment Authorization Card)
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Naturalization Certificate
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