



# MVD AND TRAFFIC EDUCATION'S GUIDE TO COMPLETING THE APPLICATION PROCESS

dojmt.gov/driving ♦ 1-406-444-1772

MVD would like to congratulate all young student drivers as they embark on their Traffic Education class. Before you begin your class, you and your parent, guardian, or responsible adult, will need to complete your application which is a two-part process.

First students will need to do an MVD Pre-Application online; follow the steps below to complete this process. The Pre-App will create an MVD driver license number for you; however, this doesn't create an account within MVDs system.

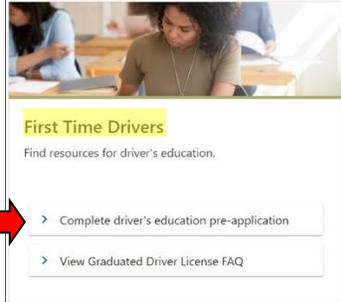
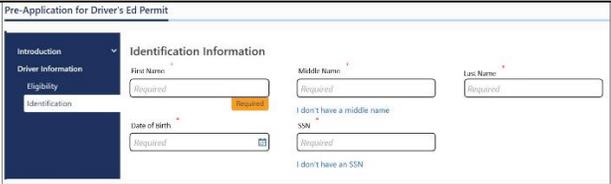
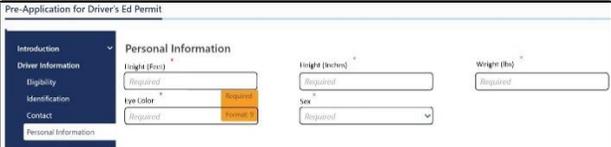
Secondly, you will need to provide a completed paper application and enter that driver's license number (DLN) on the paper application and give it to your Instructor. We encourage all students to complete this application themselves with their parent's assistance if needed.

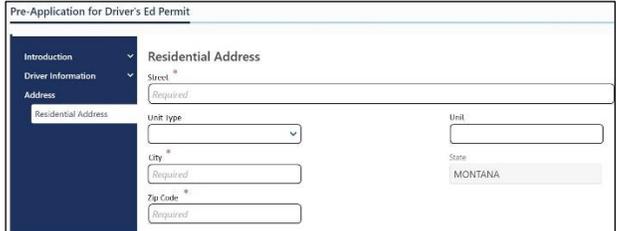
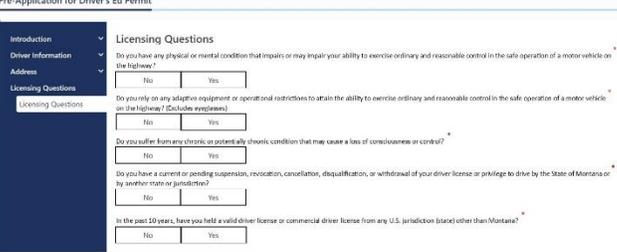
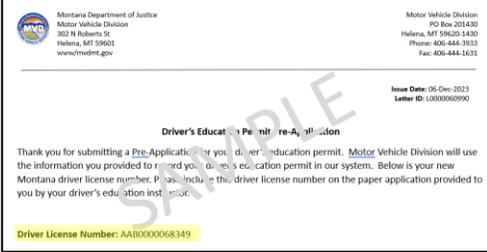
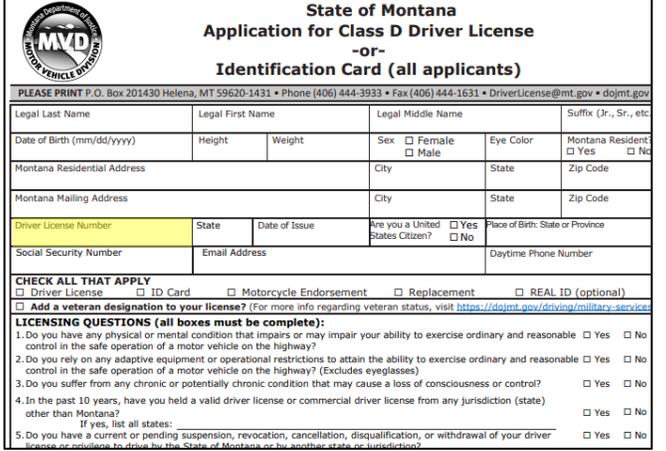
Once Instructors have provided MVD with the paper application for each student, MVD will be able to create an account for each young driver prior to their first visit to MVD.

When students have passed Traffic Ed, completed their 50 hours of driving (40 hrs days time, 10 hrs nighttime), and waited the required six months and one day, students will need to make an appointment to get their Driver License. Appointments can be made by phone (phone number at the top of the page) or visiting one of our Driver License Stations. Upon calling or visiting one of our stations we will be able to confirm that a student is in MVDs system before making that appointment. MVD cannot proceed without an account being in the system prior to an appointment visit.

If you have any questions, please contact MVD by using the phone number the top.

Best of luck to all students. We look forward to seeing you in the near future.

1.	Visit our: <b>Appointments and Online Services</b> site 	<a href="https://cars.dojmt.gov/app/_/#0">https://cars.dojmt.gov/app/_/#0</a>
2.	Find: <b>First Time Drivers</b> panel and click on <b>Complete driver's education pre-application</b> button.  For detailed information about a Graduated Driver Licenses, click on the FAQ button.	
3.	Select: I'm not a robot box.	Click the <b>Next</b> button.
4.	Answer: <b>Do you currently have a Montana license or ID?</b>	
5.	Complete: <b>Identification Information.</b>  Provide your full name as found on your Birth Certificate. (no abbreviations)	
6.	Complete: <b>Contact information.</b> (this can be a parent's information if the driver is a minor)	
7.	Complete: <b>Personal Information.</b>	

8.	<p>Complete: <b>Residential Address</b>. Only physical addresses can be printed on a Driver Licenses. Please provide your physical address for the Residential Address.</p> <p>If you have a mailing address that is different from your residential address, you can enter that in addition.</p> <p>All addresses must verify through USPS electronically, to proceed.</p>	
9.	<p>Complete: <b>Licensing Questions</b>.</p> <p>If you have any questions regarding the Licensing Questions, please refer to <b>MVD Driver License – Understanding Application Questions</b> provided by your Traffic Ed Instructor.</p>	
10.	Review <b>Summary</b> to ensure all information is correct,	Then submit.
11.	Once you submit, click on the <b>View Montana DLN</b> button.	
12.	You will receive a Pre-Application letter which will provide you with your Driver License number. You will need to provide this number on your paper application.	
13.	<p>When completing your application, you will complete all the same information as provided on the Pre-Application. It is important for parents to allow their young driver to complete this form along with their signature.</p> <p>On <b>page one</b>: your full name as it is on your Birth Certificate, contact information, personal information, residential and mailing address. Provide your new Driver License number in the appropriate box. Check Driver License box. Answer Licensing Questions.</p> <p>On <b>page two</b>: skip question one on <b>Other Services Offered</b>. Drivers 15 years and older can choose to be an Organ Donor on question two. For question three, if you are under 15 you can select exempt; all female drivers are exempt regardless of age. Please refer to <b>MVD Driver License Understanding Application Questions</b> for young male drivers to better understand your options.</p>	
14.	<p>After 6 months and one day of having your Learners Permit and having completed your 50 hours of driving (40 Day, 10 Night), you can make an appointment:</p> <p><b>https://cars.dojmt.gov/app/_/#0</b> at your closest Driver License Station to acquire your driver license.</p>	