

# WHAT TO BRING TO A UVMARC TESTING SESSION

*Effective: Monday, January 14<sup>th</sup>, 2019*

## 1.) Identification for the candidate

a. Candidates age 18 and over must show valid, government issued identification upon arrival in order to take an examination for a first time license or upgrade. The following are accepted forms of valid identification for candidates 18 years of age or older:

- Driver's licenses or other state photo identity cards issued by Department of Motor Vehicles (or equivalent)
- U.S. passport
- U.S. passport card
- DHS trusted traveler cards (Global Entry, NEXUS, SENTRI, FAST)
- U.S. Department of Defense ID, including IDs issued to dependents
- Permanent resident card
- Border crossing card
- DHS-designated enhanced driver's license
- Federally recognized, tribal-issued photo ID
- HSPD-12 PIV card
- Foreign government-issued passport
- Canadian provincial/territorial driver's license or Indian and Northern Affairs Canada card
- Transportation worker identification credential
- U.S. Citizenship and Immigration Services Employment Authorization Card (I-766)
- U.S. Merchant Mariner Credential

Beginning October 1<sup>st</sup>, 2020, if you plan to use your state-issued ID or license to take an amateur radio license examination, make sure it is REAL ID compliant. If you are not sure if your ID complies with REAL ID, check with your state department of motor vehicles.

*Please Note:* If your legal name is different than what is printed on your primary document, you must bring document(s) that provide proof of your name change. You must update your name with Social Security before getting your amateur radio license or upgrade.

b. Amateur radio candidates under the age of 18 are **NOT** required to show photo identification, however must present two of the following:

- Certificate of Citizenship, Naturalization, or Birth Abroad.
- An original or certified copy of a U.S. birth certificate (From Vital Statistics)(Certified Informational Copies are NOT valid for identity purposes.)
- Employee ID
- Health Insurance Card
- IRS or state tax form
- Medical Records
- Military Dependent Identification
- Pilot's License
- School ID
- U.S. military identification for active duty, retiree, or reservist. (Additional documentation is required.)

- Utility bill
- Alaska voter registration card
- Alaska title and/or registration (Issued at least 30 days prior to application)
- Paycheck Stub
- Medical Assistance card
- Canceled check or bank statement
- Mortgage or rental documents
- Letter from employer on letterhead verifying applicant's residence address
- Signed letter from a parent or guardian attesting to the positive identity of the candidate (A clear photocopy of the parent or guardian's government issued photo identification must be attached to the letter otherwise this will not be an acceptable form of identifying a candidate under the age of 18.)

## **2.) Social Security Number or Federal Registration Number**

Social Security Number (SSN) or your FCC issued Federal Registration Number (FRN); VEC's are required by the FCC to submit either your SSN or your FRN number with your license application form. If you prefer not to give your SSN at the exam session, then you may register your SSN with the FCC before exam day. Once you have a FCC issued FRN, you may no longer use your SSN on the application. For instructions on how to register your SSN with the FCC and receive a FRN, visit the FCC's FAQ page and the FCC's CORES registration instructions page. The United Veterans of Maine ARC is NOT responsible for assisting a candidate with obtaining a FRN.

## **3.) Amateur Radio License**

If applicable, bring either a photocopy of your current Amateur Radio license or a reference copy printed out from the FCC website, the license information printed from ARRL website or QRZ website, or the original(s) and photocopy(s) of any Certificates of Successful Completion of Examination (CSCE) you may hold from previous exam sessions. If your license has already been issued by FCC, the CSCE showing license credit is not needed. The photocopy(s) will not be returned. Instructions on how to obtain an official FCC license copy are on our Obtain License Copy web page.

## **4.) Calculator (Optional)**

A calculator with the memory erased and formulas cleared is allowed. You may not bring any written notes or calculations into the exam session. Slide rules and logarithmic tables are acceptable, as long as they're free of notes and formulas. Cell phone must be silenced or turned off during the exam session and the phones' calculator function may not be used. In addition, iPhones, iPads, Androids, smartphones, Blackberry devices and all similar electronic devices with a calculator capability, may NOT be used.

## **5.) Session Receipt from Anchorage VEC**

Bring the receipt for your transaction. You have to pay for the examination in advance on the Anchorage VEC web site, otherwise you will NOT have a seat at the session. We will need that receipt number for our records at the testing session.

## **6.) A good attitude**

Lastly, a positive attitude and some patience. The folks administering the exams are dedicated volunteers. They will do their best to get you tested, your exam graded, inform you of the results, and if applicable, prepare and present to you a certificate stating you have earned a license or an upgrade as quickly as possible.