How to Apply for a Michigan ID Card

What is a Michigan ID?
- “ID” = identification
- A photo card with personal information, such as full name, address, date of birth, etc.
- Used to provide proof of address, write checks, proof of age, etc.

Why should you get a Michigan ID?
- Not mandatory, but strongly recommended
- Not a good idea to carry a passport, ID cards are easily replaced in case of loss or theft, passports are not
- Useful for personal banking (writing checks, using credit cards, etc.)

Who should get a Michigan ID?
- Any student who plans to live and study in Michigan for more than 1 semester.

Applying for a Michigan ID card is a three step process:
1. Going to the Social Security Office
2. Gather the necessary papers
3. Going to the Secretary of State Office

<table>
<thead>
<tr>
<th>Social Security Office</th>
<th>Secretary of State Office</th>
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<tbody>
<tr>
<td><strong>Location:</strong> 317 South Drake Road (bus #3)</td>
<td><strong>Location:</strong> 3298 Stadium Drive (bus #11)</td>
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<td><strong>Hours:</strong></td>
<td><strong>Hours:</strong></td>
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<td>Monday—Tuesday, Thursday—Friday: 9:00 a.m.—3:30 p.m.</td>
<td>Monday—Tuesday, Thursday—Friday: 9:00 a.m.—5:00 p.m.</td>
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<td>Wednesdays (except holidays): 9:00 a.m.—noon (12:00 p.m.)</td>
<td>Wednesday: 9:00 a.m.—7:00 p.m.</td>
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<td><strong>Telephone:</strong> (866) 311-9088 OR (800) 325-0778</td>
<td><strong>Telephone:</strong> (888) 767-6424</td>
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<td><strong>Website:</strong> <a href="http://www.ssa.gov">www.ssa.gov</a></td>
<td><strong>Website:</strong> <a href="http://www.michigan.gov/sos">www.michigan.gov/sos</a></td>
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**Call ahead to ask about the times and days of service. Since it is a federal office, it may be closed for holidays**
**Step 1: Going to the Social Security Office**
- Request a “Letter of Ineligibility” for Michigan ID
- As a foreigner in the United States, you are not eligible for a Social Security number, unless you have a job
- Immediately upon submitting your application, you will receive a “Letter of Ineligibility”

**Step 2: Gather the necessary papers**
- Passport
- Bronco ID
- I-20 (Certificate of Eligibility for Nonimmigrant Status)
- I-94 (Arrival/Departure Record)
- WMU Housing agreement OR lease in your name OR bank statement in your name and address
- “Letter Of Ineligibility” from the Social Security Office that is dated within 30 days (See Step 1)
- $10 USD cash for Michigan ID
- $25 USD cash for Driver’s License

**Step 3: Going to the Secretary of State Office**
- Take all of the papers from step 2 to the Secretary of State Office
- If your documents are accepted your photo will be taken and you will be given a **temporary ID card**, your permanent ID card will arrive in the mail approximately 2 – 4 weeks later