Get Your Passport on Campus!
Easy and convenient way to apply for your passport- all are welcome!

Conveniently located on campus, The Nevada Wolf Shop is an official Passport Acceptance Facility, meaning we’re your one-stop shop to apply, take your passport photos, and submit your completed materials directly to the US Department of State. You will not find a quicker or easier way to apply for your passport than to visit us here on the first floor of the Joe Crowley Student Union!

The cost of getting your passport here is the same as it would be at the Post Office, but every penny of the execution fees goes back to student-run organizations!

How to get started:
1) Visit travel.state.gov to fill out the application online
2) Find the necessary proof of citizenship and proof of identity (see below)
3) Bring applicable fees (see below)
4) Come to the Nevada Wolf Shop to take your photos and complete the application process

Required Documents (age 16+)
1) Completed Application for Passport (available in the Nevada Wolf Shop or online)
2) Proof of US Citizenship (ONE of the following):
   - Certified Birth Certificate (To order most official birth certificates, visit vitalchek.com)
   - Consular Report of Birth Abroad or Certification of Birth)
   - Naturalization Certificate
   - Certification of Citizenship
3) Proof of Identity- Valid, Current ID (ONE of the following):
   - Driver’s License
   - Government ID (city, state, or federal)
   - Military ID: military and dependents
   - Naturalization Certificate
4) One Passport Photo
   Can be taken at the Nevada Wolf Shop (2 photos for $5). Third-party photos can be submitted, but they must be official passport, high-quality photos. Photo booth or similar quality photos will not be accepted.

Applicable Fees
Age 16 and older: $135 Total in two separate payments:
- Passport Application Fee: $110 (check or money order payable to the United States Department of State)
- Execution Fee: $25 (check or money order payable to the Board of Regents, or cash or credit/debit card)

Minors under the age of 16: $105 Total in two separate payments
- Passport Application Fee: $80 (check or money order payable to the United States Department of State)
- Execution Fee: $25 (check or money order payable to the Board of Regents, or cash or credit/debit card)

Expedited Service: $195 Total in two separate payments:
- Expedited service is an additional $60 to the Passport Application Fee: (check or money order payable to the United States Department of State)
- Execution Fee: $25 (check or money order payable to the Board of Regents, or cash or credit/debit card)
### UNITED STATES PASSPORT FEES

#### ADULT APPLICANTS (Age 16 Years and Older)

<table>
<thead>
<tr>
<th>What are you applying for?</th>
<th>Use Form</th>
<th>Application Fee</th>
<th>Acceptance Fee (Execution Fee)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>First-time Adult Passport Book</td>
<td>DS-11</td>
<td>$110</td>
<td>+ $25</td>
<td>$135</td>
</tr>
<tr>
<td>First-time Adult Passport Card</td>
<td>DS-11</td>
<td>$30</td>
<td>+ $25</td>
<td>$55</td>
</tr>
<tr>
<td>First-time Adult Passport Book &amp; Card</td>
<td>DS-11</td>
<td>$140</td>
<td>+ $25</td>
<td>$165</td>
</tr>
<tr>
<td>Adult Passport Card</td>
<td>DS-82</td>
<td>$30</td>
<td>Not Required</td>
<td>$30</td>
</tr>
</tbody>
</table>

A passport card is valid only for travel by land and by sea to the following locations: Canada, Mexico, Bermuda, and the Caribbean.

#### ALL MINOR APPLICANTS (Under Age 16)

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<td>$105</td>
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<tr>
<td>Minor Passport Card</td>
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<td>$15</td>
<td>+ $25</td>
<td>$40</td>
</tr>
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#### OTHER FEES

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<tr>
<td>Expedite Fee</td>
<td>Paid per application, in addition to required fees. Provides faster processing than routine service.</td>
<td>$60</td>
</tr>
<tr>
<td>Overnight Delivery</td>
<td>Paid per application for overnight delivery of an issued passport book from the Department of State to the customer. Only applies to mailing addresses within the United States. Not valid for passport cards.</td>
<td>$20.66</td>
</tr>
<tr>
<td>File Search Fee</td>
<td>A file search is necessary when an applicant is unable to present evidence of U.S. citizenship or verification of a previously issued U.S. Passport or Consular Report of Birth Abroad. Applicant must submit Form DS-11 and a written request for a file search.</td>
<td>$150</td>
</tr>
</tbody>
</table>

Submitting incorrect passport fees could delay the processing of your application. For further information regarding passport application fees, please contact the National Passport Information Center by dialing 1-877-487-2778, TDD/TTY: 1-888-874-7793.

Updated December 2015