

HOW TO OBTAIN A U.S. PASSPORT

CENTER FOR GLOBAL ENGAGEMENT COLUMBUS STATE UNIVERSITY

STEP 1

Gather all required documentation

Passport Application
Form DS-11 - completed but not signed. (Can be found online.)

Proof of Citizenship-
Birth Certificate or Certificate of Citizenship

Proof of Identity -
Copy of Driver's License, Certificate of Naturalization, or Military ID

One Passport Photo -
color photo, 2x2 in. (Can be purchased at CVS or Walgreens)

STEP 2

Approximate Your Cost

Add up the following options to estimate your cost:

For a new adult passport book: \$110 application fee and a \$35 execution fee

Passport Cards are not valid for international travel

STEP 3

Make an appointment and submit documents.

To make an online appointment refer to the web address listed below.



<https://tools.usps.com/rcas.htm>