



# CSUDH PASSPORT HUB

## Applying for a New Passport?

*You need the following documents:*

- Submit and Complete DS-11 Form in **Black Ink**
  
- Submit Each of the Required Documents
  1. Evidence of U.S. Citizenship (one of the following)
    - Original Certified U.S. Birth Certificate (No Abstract)
    - Original Naturalization Certificate
  
  2. Secondary Form of Identification (one of the following)
    - Driver License
    - State Identification Card
    - Military Identification Card
    - Social Security & School ID (16+ if no ID)
  
  3. Minors: 15 years old and under
    - Minor and Both Parents have to be present to sign
    - Both Parents have to submit their forms of identification
  
  4. Adults: If you have changed your name...
    - Official copy of your Marriage License or Court Order
  
- Submit One (1) Colored Passport Photo (2"x2")
  
- Two (2) Separate Payments
  1. Passport Fees made to U.S. Department of State
    - Personal Checks or Money Orders per Application
  2. Processing Fee (& Photo Fee) made to CSUDH Foundation
    - Credit Card or Check

Email [eepassporthub@csudh.edu](mailto:eepassporthub@csudh.edu) or Call **310-243-2570** for any questions or to make an appointment. Passport Renewals need the DS-82 form and are eligible to send out your own application.