

UNIVERSITY OF THE DISTRICT OF COLUMBIA

WORKFORCE DEVELOPMENT AND LIFELONG LEARNING—

WDLL REQUIRED ADMISSION DOCUMENTS: (Only 1 document from each list.)

Identification

- **DC Driver's License:** must be current/valid, not expired
- **DC Non-Driver ID Card:** must be current/valid, not expired
- **Passport:** US or Other, valid, not expired
- **DC Department of Corrections:** Re-entry Identification Card
- **Military ID:** Active/valid, not expired

DC Residency

- **Two most recent pay stubs:** The prospective student's name, DC State Tax Withholding (dated within the last **30** days).
- **DC Department of Motor Vehicle Registration Certificate:** The prospective student's name (**your name**) must be listed as the owner on the vehicle with a valid expiration date.
- **Certified copy of **D40** DC State Tax Return (Latest Tax returns): **D40** MUST** be from the **DC Office of Tax and Revenue**, Individual Income Tax Service Center (202-727-4829, 1101 4th St SW, Suite W270, Washington, DC 20024). (**No documents from private agencies; like **Turbo Tax**, **Jackson Hewitt**, or **HR Block** etc.)**
- **DC State Benefits Transcript:** State benefits include **TANF** assistance, **SNAP** (food stamps) benefits, **DC Unemployment** assistance, and **SSI** benefits. (**No Food Stamp nor Medicaid cards**)
- **DC Voter Card or DC Voter Registration Profile:** can be found here <https://dcboe.org/Voters/Register-To-Vote/Check-Voter-Registration-Status>

Completion of Secondary Education

- **DCPS or DC Public Charter School Transcript with graduation date**
- **High School Diploma**
- **General Equivalency Diploma (GED)**

Please send the below documents to workforce@udc.edu.