

Graduated Driver Licensing (GDL) Exemption

User Guide

December 2021

What is GDL Exemption?

Alberta has implemented a Graduated Driver Licensing (GDL) Program, intended to ensure that new drivers gradually develop the skills and experience they need to handle the complex task of driving. The primary purpose for the GDL Exemption Program is to verify the authenticity of all driving documents submitted to Alberta Registries by new residents of Alberta, in order to credit them for their previous driving experience from other jurisdictions. This allows these individuals to be exempted from the one-year Class 7 Learner period, and potentially be exempted from the two-year Class 5 GDL period of the GDL Program (depending upon years of experience credited), and thus qualify for either a Basic or Advanced road test sooner. The GDL Exemption Program **does not** exempt new Albertans from the requirement to undergo a road test. The mechanism behind GDL Exemption is forensic document authentication and verification.

The Special Investigations Unit (SIU) authenticates and approves all driving licences and documents for GDL Exemption by means of a thorough examination process, using a broad range of techniques and advanced forensic applications. These examination significantly increases the likelihood of detection of fraudulent or altered documents. **Only those documents that are forensically authenticated, or verified, by SIU are approved.**

Some documents submitted for GDL Exemption lack adequate security features necessary for authentication by forensic examination alone. In these cases, additional documentation is required to support the authenticity of the document. SIU has developed guidelines for clients from certain jurisdictions whose documents may require verification from their national authority before approval may be granted.

Eligibility for GDL Exemption

Within 90 days of the date you move to take up residence in Alberta, you must apply to obtain an Alberta driver's licence. Students, visitors, Canadians working temporarily from another province, and temporary foreign workers under the Seasonal Agricultural Worker Program can continue using a driver's licence from their home province or country.

Reciprocal Jurisdictions

The following jurisdictions have reciprocal exchange agreements with Alberta, and as such, the GDL Exemption Program **DOES NOT** apply:

- **Australia (Class 5 and 6)**
- **Austria (Class 5)**
- **Belgium (Class 5)**
- **France (Class 5)**
- **Germany (Class 5)**
- **Isle of Man (Class 5 and 6)**
- **Japan (Class 5)**
- **Netherlands (Class 5)**
- **Northern Ireland (Class 5 and 6)**
- **Republic of Ireland (Class 5 and 6)**
- **Republic of Korea (Class 5)**
- **Switzerland (Class 5 and 6)**
- **Taiwan (Class 5)**
- **United Kingdom (Class 5 and 6)**
- **United States (Class 5, 6 or 7)**
- **All Canadian Provinces and territories**


All other jurisdictions worldwide are Non-Reciprocal.

With the exception of the United States, the reciprocity agreement **does not** extend to Learners Class licences. If you hold a Learner's class licence from a reciprocal jurisdiction, you may apply for GDL Exemption in order to reduce the time needed as an Alberta Learner before you are eligible to challenge the Basic Road Test (BRT).

Non-Reciprocal Jurisdictions

If you are a newcomer to Alberta from a non-reciprocal jurisdiction, and you have driving experience obtained **prior** to establishing your Alberta residency, you are eligible for GDL Exemption.

GDL Exemption Application form



Public (when completed)

Application for Graduated Driver Licensing Exemption

The personal information on this form is collected through the Access to Motor Vehicle Information Regulation and is collected for the purpose of determining your eligibility and processing your application for Graduated Driver Licensing Exemption. Collection of information is authorized by section 33(b) and (c) of the Freedom of Information and Protection of Privacy Act. Questions about this collection can be directed to, Alberta Registries, Box 3140, Edmonton, AB T5J 2G7 or 780-427-7013, toll free 310-0000 within Alberta.

A

For Graduated Driver Licensing Exemption Only (select one option only)

☐ Initial Graduated Driver Licensing (GDL) Exemption application

☐ Supplementary documentation supporting initial application

☐ Original certificate of Alberta Transportation "Notice of Driver Education Course Completion"

B

For General Surrender Only (not for GDL exemption)

☐ General surrender of driver's licence (in compliance with section 13(1) of the Alberta Operator Licensing and Vehicle Control Regulation)

☐ General surrender of International Driving Permit (IDP)

C

Status in Canada

☐ Canadian Citizen ☐ Permanent Resident ☐ Refugee Claimant ☐ Study Permit ☐ Work Permit

☐ Other _____

D

Document Information

List Jurisdiction for ALL Surrendered Driver's Licences

List Identifiers for ALL Surrendered Driver's Licences (e.g. DL number)

E

Client Information

Surname (Family Name)

First Name (and any other given names)

MVID Number

Phone Number

Email Address

Current Physical Address

☐ Confirmed

F

Client Declaration: Client MUST initial each box once they have read it and agree with the contents.

Warning: Any false information in this application and/or supporting documents may be grounds for criminal charges.

Client's Initials

☐ I declare I have personally surrendered my out-of-country driver's licence(s) and/or any supplementary documents to an Alberta Registries registry agent.

☐ I declare that I do not hold any other valid or expired driver's licence(s) from any jurisdiction or country other than the licence I am surrendering.

☐ I declare that the driver's licence(s) and supporting documents I have surrendered are genuine and authentic.

☐ I understand that the documents that I have surrendered will not be returned to me, nor will copies be provided at a later date.

☐ I understand that if the documents I have surrendered do not meet the required standards, and further verification cannot be presented, these documents may not be recognized by Alberta Registries.

G

Time (H:Mn) _____ Date yyyy-mm-dd _____ Client Signature _____

For Registry Clerk Use Only

Send completed FORM and ORIGINAL document package to Special Investigations Unit no later than 1 business day after service.

H

Clerk First and Last Name (print) _____ CRA Number _____ Registry Office P Number _____

Date yyyy-mm-dd _____ Clerk Signature _____

SIU3406 Rev. 2021-10

Reset

Save

Print

Page 1 of 1

A. Intended for GDL Exemption only! Select ONE option only:

- *Initial Graduated Driver Licensing (GDL) Exemption application:* Check off this box to indicate that you are applying for **GDL Exemption for the first time**.
- *Supplementary documentation supporting initial application:* Check off this box to indicate that you have already made a GDL application and you are submitting **additional documentation** to supplement your previous application. Most likely the original application was previously denied, in which case a printout of an Alert would have been given to you on how to proceed/what documentation is required.
- *Original Certificate of Alberta Transportation Notice of Education Course Completion:* Checking off this box indicates that you have been authorized by SIU to take the **Class 5 Driver Education Course (Code U)** for the purposes of furthering their GDL Exemption application, ex. permission to challenge a road test once the course is complete. There should be an alert on your file authorizing this process, which is a discretionary alternative process used when the driving licence submitted for GDL Exemption cannot be authenticated or verified. Please note that the original notice of course completion **must** be submitted; copies, faxes or scans **will not** be accepted.

B. Intended for General Surrender – NOT for GDL exemption:

- *General Surrender of Driver's Licence:* Check off this box to indicate the documents are **NOT** intended for GDL exemption, therefore no action or Date First Licenced (DFL) update will be done by SIU.

Typically, there are two circumstances under which documents should be counted as General Surrender:

- You are simply complying with section 13(1) of the Operator Licensing & Vehicle Control Regulation that states you may not hold more than one subsisting driver's licence in Alberta (i.e. they already have a Class 5 Alberta Operator's Licence due to re-class or OOP exchange and do not need to take a driving test).
 - You do not wish to obtain the necessary additional documentation to apply for GDL Exemption, and are content to wait out the one-year period as a Learner. In this case, the registry clerk should be clearly indicate this directly on the GDL Exemption form by way of a note or comment.
- *General Surrender of International Driving Permit (IDP) (sometimes incorrectly referred to as an International Driving Licence):* Check off this box if you are surrendering an IDP. Motor Vehicle policy indicates that if you are in possession of an IDP it must be surrendered at the same time as their out of country driver's licence, whether you wish to apply for GDL Exemption or not. An IDP is NOT a driver's licence. It is a very limited translation (in various languages) identifying what class of vehicle you can operate with their out of country driver's licence; and is **only** valid when presented in conjunction with the out of country driver's licence it is translating. The IDP has no merit as a stand-alone document.

Note: -If surrendering an IDP *without* a licence, only the *General Surrender of IDP* box should be checked off and a brief note should be added explaining why you are not also surrendering a licence with the application, if you have not already applied for GDL Exemption.

-If surrendering an IDP **in conjunction with** an out of country driver's licence intended for GDL Exemption, **both** the *Initial GDL Exemption Application* box and the *General Surrender of IDP* boxes should be checked off.

C. Status in Canada

This section of the application form is related to your status, please ensure to select the correct option.

D. Document Information

This next section of the application form relates to details about the documents surrendered.

List Jurisdiction, or Country of Origin, for ALL surrendered driver's licences:

Please indicate the jurisdiction or country of origin, of all the driving documents surrendered. If you surrenders more than one driver's licence, list them *one* after the other on a single form.

List Identifiers for ALL surrendered driver's licences: Please list **all** driver's licenses' numbers corresponding to the driver's licence surrendered with the GDL Exemption form. Please ensure to include a clear **black and white copy of the relevant parts of the driver's licence**. It is **not required** to include a photocopy of *any* part of a client's International Driving Permit or supporting documents.

If the documents submitted are not in English or does not include an English section, a certified translation into English is required.

Note: IDP's are **NOT** accepted as approved translations for GDL Exemption because IDP's are **NOT** a word-for-word translation of the information on the out of country driver's Licence they are paired with. A certified translation by an approved translator is still necessary for **all** documents not in English.

Documents in French also require an English translation as the GDL Exemption Program is a Provincial program and is **not** under Federal bilingual requirements/standards.

E. Client Information

Surname (Family Name), First Name:

- *First, enter your Surname (otherwise known as a Family name or Last name), and then your First name and any other given names, exactly as it would be displayed in your passport or permanent resident card. Please ensure that the typed on the application form matches the name shown on the driver's licence and submitted documentation. If there are discrepancies, please provide copies of original documentation that would allow us to reconcile the discrepancy—such as a copy of a marriage certificate, copy of a passport or Permanent Resident card, or copy of a legal name change document.*

MVID:

If you have an Alberta identification card or driver's licence, it will find the MVID number written on it. If you do not have either, the registry agent will create a record for you and will enter the MVID number.

Phone Number:

Ensure the phone number entered is yours and in service.

Email Address:

Ensure the email address is typed in correct. One wrong character in an email address can cause the email to bounce back or to be sent to the wrong person's inbox. Ensure your handwriting is legible.

SIU prefers that the GDL Exemption Application form be filled out electronically to avoid difficulties arising from discrepancies in handwriting.

F. Client Declaration :

Client Declaration: This Declaration section covers five key areas regarding the GDL Exemption application and the documentation being surrendered. It is vital that you read and understand each line of the declaration on the GDL Exemption form **before** you initial each statement. You need to understand that any false information in the application may be grounds for criminal charges.

The Five declarations are summarized as:

- **You will personally attend at a registry office and surrender documents for GDL exemption.**
- **You do not hold any other driver's licences from any other jurisdiction,** whether still valid or expired.
- **The documents surrendered are genuine and authentic.** Ensure that the licence or document you are surrendering are genuine, authentic and is NOT a copy or a scanned duplicate.
- **The documents will not be returned, and copies will not later be provided.** Ensure they have taken the precaution of making copies for yourself, as you may need them for insurance purposes down the line.
- **The documents may not be recognized by Alberta Registries if they do not meet required standards.** Ultimately, the decision on whether an application is approved or not lies with SIU.


Date, Time and Client Signature: Ensure to review the information on the application form before you date, time and sign the form. Once you signed the form, you are responsible for all the information contained on the form.

H. For Registry Clerk Use Only

This next section of the form relates to details about the registry agent and the registry office where the application was completed.

Client checklist

In the interest of reducing the number of denials of applications due to easily overlooked omissions to the GDL application, SIU included a checklist for clients both in this guideline as well as the publicly posted GDL Guidelines found on the Service Alberta website.



**Application for Graduated Driver
Licensing Exemption - Checklist**

Public (when completed)

Requirements Checklist
Check off any that are applicable.

- ☐ GDL Exemption Application form: Form is completed, signed, and dated by both applicant and the registry agent.
- ☐ Driver's licence(s): All valid and expired driver's licences have been surrendered.
- ☐ Copy of driver's licence(s): Include a copy of the driver's licence unless one is provided. Do not include a copy of the International Driving Permit or supporting documents.
- ☐ Driver's licence expired for more than one year: Complete a statutory declaration explaining why a more recent driver's licence cannot be submitted.
- ☐ Driver's licence is lost/stolen: Submit a police report (if available), complete a statutory declaration explaining its loss (date, location and circumstances of loss) and submit an original certificate produced by the licence issuing authority detailing driving history.
- ☐ Driver's licence does not have issue date: Submit an original certificate produced by the issuing authority detailing driving history.
- ☐ Driver's licence does not have date of first licence: Submit an original certificate produced by the issuing authority detailing driving history.
- ☐ Driver's licence(s) and/or supporting documents are not in English: Submit a certified original translation. The translation must contain a copy of the document being translated as well as the translator's stamp or affidavit, and all pages of the translation package must be fastened together.
- ☐ Out of country driver's licence was surrendered in another province/territory:
 - Submit a certificate from the province/territory confirming that they have seized the licence and have not returned it back to the applicant.
 - Submit an original certificate produced by the out of country driver's licence issuing authority detailing driving history.
- ☐ International Driving Permit (IDP) also referred to, incorrectly, as an International Driving Licence: IDP is NOT a driver's licence and cannot be used in lieu of an out of country driver's licence. No driving history can be credited based on an IDP and it must be surrendered at the same time as the out of country driver's licence(s).
- ☐ A full-time International Student: If you are here on a study permit or working as part of a co-op program of study, you may drive a motor vehicle using your valid and genuine out of country driver's licence of the same type or class during the duration of your study. If you would like to obtain an Alberta driver's licence, ensure to submit current and previous study permits and all original valid and expired out of country driver's licences.

SIU3406A Rev. 2021-11

Reset

Save

Print

Page 1 of 1

GDL Exemption Application Checklist

If you want to apply for the **Alberta Graduated Driver Licensing (GDL) Exemption Program**, it is a good idea to review the checklist below to maximize the chances that your documentation will be in order and be approved in a timely manner. You may request a copy of this checklist from a registry office clerk.

This checklist does NOT guarantee an approval for your GDL Exemption application. It will only assist you in avoiding some of the common causes of an application denial by SIU. It is possible that your application will fall outside these easily identifiable circumstances. After the proper forensic examination, SIU will make the final determination on whether your documentation is sufficient to proceed with the exemption process.

It is your responsibility to ensure that you have read and understood the Client Declaration section on the form prior to initialing and signing it.

Applications for GDL Exemption should include:

- ☐ **GDL Exemption Application form:** Form is completed, signed, and dated by both applicant and the registry agent.
- ☐ **Driver's licence(s):** All valid and expired driver's licences have been surrendered.—as per Section 13(1) of the *Operator Licensing and Vehicle Control Regulation*.
- ☐ **Copy of driver's licence(s):** Include a copy of the driver's licence unless one is provided. Do not include a copy of the International Driving Permit or supporting documents in the surrendered documents. Do not include a copy of the IDP or the supporting documents. If the licence is in booklet form, copy any relevant pages. Please ensure the copies are clear and legible, and that you have made duplicate copies for your own record, as you may need them for other future purposes.
- ☐ **Driver's licence expired for more than one year:** Complete a statutory declaration explaining why a more recent driver's licence cannot be submitted.
- ☐ **Driver's licence is lost/stolen:** Submit a police report (if available), complete a statutory declaration explaining its loss (date, location and circumstances of loss) and submit an original certificate produced by the licence issuing authority detailing driving history.
- ☐ **Driver's licence does not have issue date:** Submit an original certificate produced by the issuing authority detailing driving history.
- ☐ **Driver's licence does not have date of first licence:** Submit an original certificate produced by the issuing authority detailing driving history.
- ☐ **Driver's licence(s) and/or supporting documents are not in English:** Submit a certified original translation. The translation must contain a copy of the document being translated as well as the translator's stamp or affidavit, and all pages of the translation package must be fastened together.
- ☐ **Out of country driver's licence was surrendered in another province/territory:**
 - Submit a certificate from the province/territory confirming that they have seized the licence and have not returned it back to the applicant.
 - Submit an original certificate produced by the out of country driver's licence issuing authority detailing driving history.

- ☐ **International Driving Permit (IDP) also referred to, incorrectly, as an International Driving Licence:** IDP is NOT a driver's licence and cannot be used in lieu of an out of country driver's licence. No driving history can be credited based on an IDP and it must be surrendered at the same time as the out of country driver's licence(s). If you obtained an IDP through an online company, you must submit both the card style IDP as well as the paper booklet counterpart IDP.
- ☐ **A full-time International Student:** If you are here on a study permit or working as part of a co-op program of study, you may drive a motor vehicle using your valid and genuine out of country driver's licence of the same type or class during the duration of your study. If you would like to obtain an Alberta driver's licence, ensure to submit current and previous study permits and all original valid and expired out of country driver's licences.

****You may be required to submit additional documents if any of the following apply to you:**

- ☐ **No photograph or date of birth on your driver's licence**
Present your *original* passport or Permanent Resident card so the registry agent can make a copy.
- ☐ **Name discrepancy between your name on your driver's licence and the name on your other identification documents you will present to Alberta Registries to confirm your identity.**
Present your *original* identity documents so the registry agent can make a copy. This copy will enable SIU to reconcile the name on your driver's licence with the name that will be entered for you in the Motor Vehicle database.
- ☐ **Calendar date discrepancy**
If your driver's licence includes dates that are **not** in the Gregorian calendar—the commonly accepted western calendar—include a certified translation of your licence or document that converts the dates into the Gregorian calendar.

How does the GDL Exemption process work?

There are several standard steps to the process of applying for and receiving approval for GDL Exemption:

1. **You must be able to provide proof of the following at the registry office:**
 - **Your legal entitlement to be in Canada.**
 - **Your identity.** Proof of name, date of birth, and photo.
 - **That you are an Alberta resident.**
2. You must **obtain your Alberta Class 7 Learner's Licence** by passing the Class 7 Knowledge test as well as undergoing **vision screening**.
3. At the time you have successfully obtained your Class 7 Learners Licence, **make your application for GDL Exemption** by completing an official GDL Exemption Application form and submitting all necessary documentation. This includes:
 - All original driver's licence(s) in your possession, even any expired driver's licences—as per Section 13(1) of the *Operator Licensing and Vehicle Control Regulation* (see comment box below).
 - A black and white copy of your licence, front and back or relevant pages.
 - All International Driving Permit(s) in your possession.
 - Translations of your driver's licence and documents into English (if necessary).
 - Any other certification documentation supporting your driving history or clarifying your identity (if necessary).

Note: Your out of country licence will **NOT** be returned to you!

Section 13(1) of the *Operator Licensing and Vehicle Control Regulation*, “An applicant for an operator's licence who holds a subsisting driver's licence, permit or other document issued by a jurisdiction outside of Alberta shall surrender it to the Registrar before being issued an operator's licence”.

****It is vital that you understand the declaration on the GDL Application form before you sign it, especially in regards to the genuine and authentic nature of the documents, as well as the fact that copies will NOT be provided at a later date. You should confirm to the registry agent that you have made copies of all your documents (both licences and any supplementary documentation) to keep for your own records before you surrender the originals. ****

4. The registry agent is to **forward your GDL Exemption application to SIU** the same day for approval. This approval process can take up to ten days but may be completed sooner than that. You will **not** be contacted by SIU regarding the outcome of your application.
5. **You should contact any registry office within ten business days** after initial submission to find out if your GDL Exemption application has been approved by SIU.

- **If approved**, your driving history will have been updated reflecting your driving experience from your home jurisdiction. Depending on how much prior driving experience you have had, you will be able to make an appointment to challenge either the Alberta Basic Road Test (BRT) or the Alberta Advanced Road Test (ART).
- **If denied**, no update will be made to your driving record. Instead, SIU will place a note on your motor vehicle file called an “Alert” which will explain the reason why your application was denied, and if applicable, what steps you may take for your application to be reconsidered. You may request a copy of this Alert be provided to you.

Superseded

Minimum Acceptance Standards

There is vast variation in the modernity and quality of security features found on driving licences and driving documents worldwide. If your licence and supporting documents do not meet SIU minimum acceptance standards, we may require secondary verification from an official body such as a Licensing or Transportation Office, or a High Commission. Under the regular GDL Exemption process, SIU would evaluate your GDL Exemption application, and if the application is denied you would then be expected to obtain the necessary documentation for re-consideration of your application.

Over the span of the GDL Exemption program, SIU has identified a few jurisdictions that consistently require secondary verification of driving history using a specific process. For these specific jurisdictions, SIU has attempted to minimize inconvenience by giving you the opportunity to obtain your necessary verification documentation **prior** to making your application for GDL Exemption. This change is designed to reduce the amount of time you must be without a driver's licence.

Under this process, drivers holding driving documents from the following jurisdictions are **not to make their applications for GDL Exemption until after necessary verification requirements have been obtained**.

Please note that this is **NOT** a complete listing of all jurisdictions that may require secondary verification:

The following jurisdictions do **not** have date of issue on the licence:

- [Fiji](#)
- [Hong Kong](#)
- [Saudi Arabia](#)

Fiji

For Clients submitting licensing documentation from the Republic of Fiji:

Driver's licences from Fiji do not list a Date First Licenced, or an Issue date. As such, all driver's Licences from the Republic of Fiji presented for GDL Exemption **MUST** be accompanied by original confirmation of licensing history obtained through the Land Transport Authority (LTA) of Fiji. If they do not already have this documentation, please advise them to visit the Land Transport Authority website to arrange for a driver's licence record search to receive confirmation of your licensing history <http://www.lta.com.fj/>.

After the LTA confirmation letter has been received, the registry clerk will submit the following documents to their respective SIU office for approval:

- ☐ The client's **original Fiji driver's Licence**;
- ☐ A black and white **photocopy** of both sides of the original driver's licence;
- ☐ The client's **original confirmation document from the LTA**;
- ☐ A completed **GDL Exemption form**.

Please be aware of the fact that copies of your licence and/or documents will NOT be provided to you at a later date. Registry agents can confirm with you at the time of GDL Exemption application that you have made copies of all your documents before you surrender them, however ultimately it is YOUR responsibility to ensure that this is done.

Hong Kong

For Clients submitting licensing documentation from Hong Kong:

Driver's licences from Hong Kong do not list a Date First Licenced, or an Issue date. As such, all driver's Licences from Hong Kong presented for GDL Exemption **MUST** be accompanied by an original *Certificate of Driving Licence Particulars* obtained through the Transport department of the Government of the Hong Kong Special Administrative region. If they do not already have this documentation, please advise them to visit the Transport department website to arrange for the certificate to be obtained:

https://www.td.gov.hk/en/public_forms/td_forms/driving_licence/index.html

After the Certificate of Driving Licence Particulars has been received, the registry clerk will submit the following documents to their respective SIU office for approval:

- ☐ The client's **original Hong Kong driver's Licence;**
- ☐ A black and white **photocopy** of both sides of the original driver's licence;
- ☐ The client's **original Certificate of Driving Licence Particulars;**
- ☐ A copy of the client's **photograph page of their passport**
- ☐ A completed **GDL Exemption form.**

Please be aware of the fact that copies of your licence and/or documents will NOT be provided to you at a later date. Registry agents can confirm with you at the time of GDL Exemption application that you have made copies of all your documents before you surrender them, however ultimately it is YOUR responsibility to ensure that this is done.

Saudi Arabia

For Clients submitting licensing documentation from Saudi Arabia:

Some older credit card-style Driver's licences from Saudi Arabia do not list a Date First Licensed, or an Issue date. As such, special care must be taken to examine the accompanying English translation to determine whether this is the case.

If the driver's licence does NOT contain an Issue date, only an Expiry date, a complete driver report from the Saudi Arabia Ministry of Interior is necessary. Please instruct the client to query the Saudi Arabia Ministry of Interior website here:

<https://www.moi.gov.sa/wps/portal/Home/Home>

There are various services under the Traffic section, including Driving Licence Information. In order to access the eServices portal on the website, however, the client will have to first register as a user.

After the driver report has been received, the registry clerk will submit the following documents to their respective SIU office for approval:

- ☐ The client's **original Saudi Arabia driver's Licence;**
- ☐ A black and white **photocopy** of both sides of the original driver's licence;
- ☐ An original **English translation** of the driver's licence;
- ☐ The client's **original driver report** from the Ministry of Interior (if necessary);
- ☐ An original **English translation** of the driver report.
- ☐ A completed **GDL Exemption form.**

Please be aware of the fact that copies of your licence and/or documents will NOT be provided to you at a later date. Registry agents can confirm with you at the time of GDL Exemption application that you have made copies of all your documents before you surrender them, however ultimately it is YOUR responsibility to ensure that this is done.

Additional Jurisdictions:

Some jurisdictions, due to various factors, such as wide variability in driver's licences and document security and modernity can be processed using the **Unverified Document Protocol (UDP)** rather than granting the full Date First Licenced as indicated on the surrendered driving licence. Following this protocol, you will be evaluated on whether or not you are considered to be an experienced driver. According to Alberta Transportation, an experienced driver is 25 years of age or older, AND has two or more years of experience driving a motor vehicle.

- If you are BOTH **25 years of age or older** AND **you have two or more years of driving experience** at the time of application for GDL Exemption, you may complete and pass the following:
 - Basic Road Test (BRT).
 - OR**
 - Advanced Road Test (ART). If you wish to challenge the ART you must **first** complete the Alberta Transportation 25 hour Class 5 Driver's Education Course or Insurance Reduction Training Course (Code U). The original notice of course completion must be submitted to a registry office and then forwarded to SIU in order for the ART approval to be processed.

If desired, you may skip the BRT in favour of taking the Driver Education Course first and then proceed directly to challenge the ART.

- If you are EITHER **under 25 years of age** OR **have less than two years of driving experience** at the time of application for GDL Exemption, you may complete and pass the following:
 - BRT only, regardless of number of years of driving experience. You will **NOT** be eligible to take the ART until the requisite two years are complete, even if you turn 25 at any time during the two year GDL period.

****IMPORTANT: Please ensure you have made copies of ALL documents for your records before you submit them to the registry for GDL Exemption. Copies will NOT be provided at a later date. ****

GDL FAQ:

1-How can I check if my GDL Exemption application has been approved?

Any Registry Office is able to check your Alberta Motor Vehicle file to see if you have been approved for GDL exemption. If approved, your file will show that you have been credited with your out of country driving experience. **You will NOT be contacted by SIU upon receiving approval. Instead, you are responsible to contact a registry office yourself.**

2-How long will it take for my GDL exemption application to be approved?

Officially, your GDL exemption application should be processed within 10 business days of SIU receiving your documents. These 10 business days includes mail delivery between the registry and the SIU office, administrative processing and forensic examination of all the relevant documents. It is possible to have an application processed and completed in less time, therefore, we encourage to follow up with the registry office.

3-Why is my application denied?

The reason the application is denied should be clearly indicated on an alert on your Alberta Motor Vehicle file. You may request that the registry agent give you a printout of this alert for clarification. In most circumstances, the alert will indicate what action you need to take or further documentation you need to provide in order for your application to be reconsidered.

4-Are French translations ok?

No. Because GDL Exemption is a Provincial program, not a Federal program, we are not obligated to follow federal bilingual mandates. Motor Vehicle policy mandates that all translations must be in English.

5-Can I use an International Driver's Permit as a translation?

No. Motor Vehicle Policy does not permit the use of an International Driving Permit (IDP), sometimes also incorrectly referred to as an *International Driving Licence*, as a translation document for the purposes of GDL Exemption. These IDP documents are not issued by a government authority, and thus cannot be authenticated. The information contained therein is limited to showing, in various languages, what type of vehicle you are entitled to drive on your licence. An IDP does **not** provide proper word-by-word translation of your driving licence and is therefore **not accepted for approval for GDL exemption**. All translations **must** be completed and certified either by a translation company or by an approved translator as per Motor Vehicle guidelines. You can check with a registry office to obtain a list of approved translators.

6-My International Driving Licence says I can drive with it for up to a year; why do I have to submit it to a registry?

An International Driving Permit (IDP), sometimes also incorrectly referred to as an *International Driving Licence*, is **not** a driver's licence. It is a very limited translation (in various languages) identifying what class of vehicle you can operate with your out of country driver's licence. An IDP is usually only valid for a one year period. The IDP should only be carried by persons driving here under a **Visitor or Study Permit** whose out of country driver's licence is not in English. It is worthless unless it is paired with the driver's licence it was issued in relation to.

Alberta Motor Vehicle Policy states that you must surrender your IDP along with the driving licence and/or driving documents. Once your Class 7 AB DL has been obtained and you have made your application for GDL exemption, you may **not** continue to drive on your IDP while you wait for your application to be approved. **No one is allowed to drive on an IDP alone.**

7-My driver's licence is expired; can I still make an application for GDL exemption?

Yes, *provisionally*. If the licence has been expired for **no more than one year** we will process it as a regular GDL exemption application. If it has been expired for longer than one year, we will deny the application with a request that you provide SIU with an explanation of why a valid licence could not be obtained. Upon receiving your explanation, consideration of your GDL exemption application form will be resumed.

8-Why do I have to surrender my driver's licence? Will I get it back if I leave Alberta?

In Alberta, it is against the law to be in possession of more than one subsisting driver's licence, as per Section 13(1) of the *Operator Licensing and Vehicle Control Regulation*. **If you are a resident of Alberta, and will be driving in the province, then the only driver's licence you may hold is the Alberta one.**

This does not apply to people here under Visitor Permit, or on a Study Permit. They are allowed to drive on their out of country driver's licence for as long as their Permits are valid. If you are a person on a Study Permit and wish to apply for an AB licence then you **MUST** surrender your out of country driver's licence along with your current and previous study permits.

You will not get your licence or documents back once you have surrendered them, even if you subsequently leave the province. On the GDL exemption form, the declarations specifically state, "*I declare that I do not hold any other driver's licence(s) including a driver's licence from any other jurisdiction or Country*" and "*...I understand that the document(s) that I have surrendered will not be returned...*" By initialing and signing the GDL Exemption form you are agreeing to abide by all statements within that declaration.

9-Can I get copies of my documents?

No. It is vital that you make copies of all your documents **PRIOR** to surrendering them at the registry office. One of the declarations on the GDL exemption form specifically states "*...copies will NOT be later provided.*" By signing the GDL Exemption form, you are agreeing to abide by all statements within that declaration.

10- I cannot verify my driving history through my home licensing office; can I still apply for GDL exemption?

Yes, *provisionally*. The goal of the GDL Exemption program is to give eligible clients credit for driving experience gained in a non-reciprocal jurisdiction in order to waive the time requirement of the Graduated Driver Licensing program here in Alberta. In order to do so, SIU must first either forensically authenticate the driving licence, or verify the driver's information through the means of a confirmation letter from an official licensing authority or your home jurisdiction's embassy, high commission, etc.

For some jurisdictions, there may be exceptional difficulties in being able to either authenticate or verify the driving history. SIU approaches these instances on a case-by-case basis and actively works with you when possible.

In some of the above cases, we may be able to process the GDL Exemption application using an alternate policy Alberta Transportation created to deal with unverifiable driving documents. This protocol mirrors criterion taken from Insurance reduction rates and involves assessing if you can be considered an experienced driver based on your age (25 years of age or older) and total years of purported driving experience (2 or more years).

11-I have made a claim for Refugee protection. Can I apply for GDL Exemption?

Yes. If you are in Alberta under a pending (unresolved) refugee claim, you may be eligible to obtain an Alberta Operator's Licence. You must be able to provide the following documents to be eligible:

- A federally issued Refugee Protection Claimant Document (IMM1442).
- Proof of Alberta residency.

12-I am not ready to take the Knowledge test for my Learner's licence. Can I obtain an ID card instead?

Yes, you can obtain an Alberta ID card instead of a Learner's licence. According to motor vehicle policy Clients are allowed to possess:

- An Alberta ID card and ID cards from other jurisdictions.
- An Alberta ID card and driver's licences from other jurisdictions.

Contact Information:

For SIU North (Edmonton region):

- Toll free: 1-866-301-6205
- Contact Centre: 780-427-7013
- Email: SIUNorthGDL@gov.ab.ca

For SIU South (Calgary region):

- Toll free: 1-866-303-4996
- Contact Centre: 780-427-7013
- Email: SIUSouthGDL@gov.ab.ca

Superseded