VIEW/SUBMIT A MEDICAL CERTIFICATE (DOT)

Note: Prior to uploading your medical certificate via myDMV, make sure the documents are scanned/saved to your computer.

- 1. From the myDMV Home page, click the **Driver/ID Services** button.
- 2. Within the list of Additional Services, select the View/Submit a Medical Certificate (DOT) link.
- 3. Review the *Medical Certificate* instructions. Click the **Next** button.
- 4. Verify your Identity by entering your Customer Identifier, Last Name, Date of Birth, and the Last four Digits of your SSN or ITIN.
- 5. Read the statement below your entered information and click the check box next to *I certify the above statement is correct* to certify the statement is correct.
- 6. Click the **Next** button.
- 7. Review the *Medical Certificate* Status. If you would like to add a medical certificate, click the **Yes** button.
- 8. To submit your medical certificate, click the Add Attachment link.
- 9. The Select a file to attach modal window is displayed. Select a Type from the drop down menu.
- 10. Type a description of your document in the *Description* field.
- 11. Click the **Choose File** button to choose the document you scanned/saved to your computer. *Note: The following attachment types are accepted: .jpg, .jpeg, .pdf, .png, .tif, .tiff, .gif, .bmp*
- 12. Once all documents have been uploaded, click the **Next** button.
- 13. Enter the correct certificate information. Click the **Next** button.
- 14. Review and ensure all information is correct and click the **Submit** button.
- 15. Type and Confirm your email address to submit your documents to the Division of Motor Vehicles.
- 16. Click the **OK** button.
- 17. You will receive a confirmation email, confirming that your information has been received. *Note:* your request may take several days to process