



Birth Certificate Quick Guide

A how-to guide for obtaining
a certified birth certificate

Congratulations on beginning your re-entry journey! One of the first steps in the re-entry process, and a step that is often required to cash checks, open a bank account, find housing, and gain employment, is to obtain some basic forms of identification, including a birth certificate.

This document provides important information you can use to obtain a certified birth certificate.



What is a Birth Certificate?

A document that verifies U.S. citizenship. It's required to obtain:

- ▶ Social Security Number
- ▶ State ID
- ▶ Driver's License
- ▶ Passport
- ▶ Military ID
- ▶ Bank Account
- ▶ Housing
- ▶ Employment
- ▶ Etc.



Where and how do I get one?

If born in Douglas County, NE (and not adopted)



Douglas County Health Department Vital Statistics
By mail or in person

If born in Nebraska (outside Douglas County and/or adopted)



Nebraska Division of Public Health Vital Records
Online, by mail, or in person

If born outside of Nebraska



Varies by state and country

See the flowchart on the next page for details on how to get your certified birth certificate



What will I need?

Information *(all of these)*

- ▶ Full name at birth
- ▶ Date of birth
- ▶ Place of birth
- ▶ Parents' full names at birth
- ▶ Current address
- ▶ Phone number
- ▶ Email address

Government-Issued ID with Photo *(one of these or one from List A and one from List B)*

- ▶ Federal/State/Local Government ID
- ▶ State-Issued Driver's License
- ▶ Jail ID or Prison ID (valid 6 months after release)
- ▶ State-Issued Learner's Permit
- ▶ Visa
- ▶ CDL Work Permit
- ▶ Interlock Consular ID
- ▶ Passport Card or Attorney Bar Card
- ▶ Military ID
- ▶ Pilot License VA Card

List A *(or one of these plus one from List B)*

- Professional regulated certifications
- Current school record/transcript/report card
- Current University/College/School ID
- Health Insurance/Medicaid/Medicare card
- Voter's Registration
- Current car insurance registration
- Tribal enrollment documentation

List B *(or one of these plus one from List A)*

- Utility bill
- Signed release papers from jail or prison
- Paycheck stub
- DMV Letter of Application
- Bank Statement
- W-2 – previous year
- Traffic ticket – original with signature
- Letter from parole or probation officer



What else do I need to know?

What will it cost? Birth certificates cost \$17 in Nebraska. Some nonprofits will cover these costs for you.

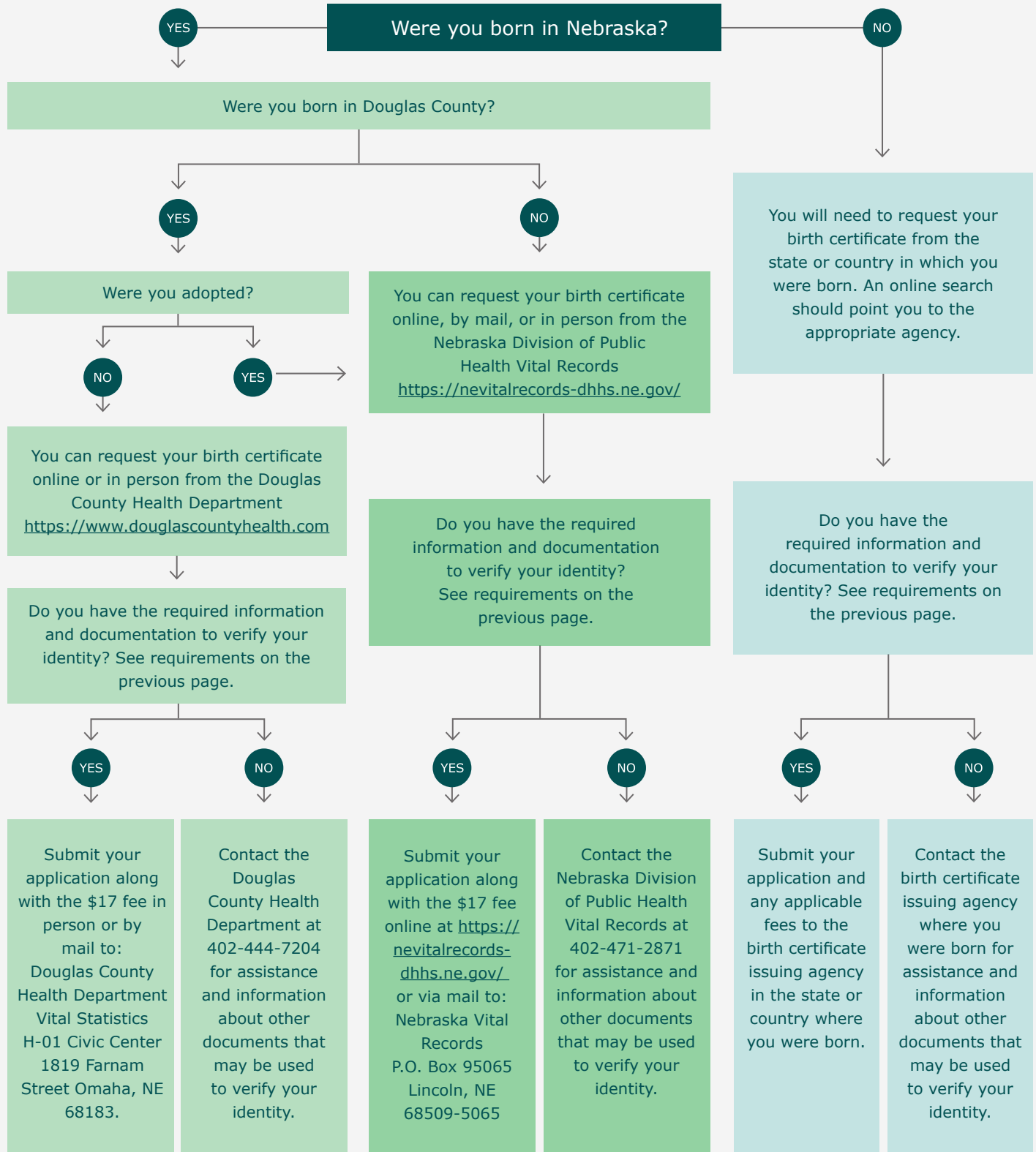
How long will it take? Birth certificates in Nebraska take 3 to 4 weeks. Outside Nebraska takes longer (up to 6-9 months).

Can I use a copy? Most places require a certified copy with state seal. Photocopies will likely not be accepted.

Can I get a free birth certificate? If you were born in Nebraska, you can get a free certified copy of your birth certificate for voting purposes from the Nebraska Department of Health and Human Services.

Flowchart Summary

Follow the steps below to get your birth certificate. If you need additional help, please contact one of the organizations on the back page of this document.





**COORDINATED
RE-ENTRY INITIATIVE**

Unite and move forward.

Where can I get help?



Nebraska Vital Records

<https://nevitalrecords-dhhs.ne.gov>
402-471-2871



Metropolitan Community College
**180 RE-ENTRY
ASSISTANCE PROGRAM**

180 RAP

<https://www.mccneb.edu/reentry>
531-622-7368



RISE

<https://www.seeurise.org>
402-999-8063



See the Re-Entry Identification Guidebook for more information and resources.