

**[LTO MEMORANDUM CIRCULAR NO. 495-2004,
February 24, 2004]**

**AMENDMENTS TO EMA-MC-01366 DATED 09 OCTOBER 2001 RE:
REVISED GUIDELINES ON THE CONVERSION OF A FOREIGN
DRIVER'S LICENSE INTO A PHILIPPINE DRIVER'S LICENSE**

In order to clarify some issues pertinent to the implementation of the Revised Guidelines on the Conversion of a Foreign Driver's License into a Philippine Driver's License, the following amendments are hereby set forth.

I. General Requirements

The following are the general requirements for those applying for the conversion of a foreign driver's license into a Philippine Driver's License, to wit:

1. Original and machine copy of a valid foreign driver's license. If the foreign driver's license is not in English language, the applicant should submit an official English translation from the local Embassy of the issuing country;
2. Original and machine copy of a valid passport showing the latest date of arrival in the Philippines of a foreign applicant;
3. Original and machine copy of a valid visa or Alien Certificate of Registration (ACR) if the foreign applicant temporarily resides in the Philippines;
4. Original copy of the Medical Certificate issued by a LTO accredited or government physician;
5. Original copy of drug test result issued by a DOH Accredited Drug Testing Center;
6. For non-professional driver's license applicant, he or she must be at least seventeen (17) years old while for professional driver's license applicant, he or she must be at least eighteen (18) years old; and
7. The applicant must know how to read, speak and write English.

II. Specific Requirements and Conditions