



# Farm Permit Issuance

Driver License – Class D

2-27-2025



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## Revision History

<b>Effective Date of SOP:</b> 2/27/2025	<b>SOP Number:</b> SOP A.06
<b>Functional Area Name:</b> Driver License	<b>Division Name:</b> Class D
<b>Last Review Date:</b> 5/6/2025	<b>Last Reviewer:</b> Lance Frerich, Regional Manager
<b>Next Review Date:</b> 2/18/2026	<b>Next Reviewer:</b> Regional Managers
<b>Executive Approval Date:</b> 5/6/2025	<b>Approved By:</b> Jaclyn McDuffey, Chief Product & Experience Officer

## Overview

Applicants between the ages of 14 and 17 who live or are employed on a farm in Oklahoma are eligible to apply for a Farm Driving Permit, allowing them to operate any Class D vehicle with restrictions. These Standard Operating Procedures (SOPs) provide details on the program, the eligibility requirements, and how to process the issuance in D360.

## Purpose

This SOP describes the restrictions and eligibility requirements associated with a Farm Permit, in addition to step-by-step instructions on how to process the issuance in D360. It also provides instructions on how to upgrade the credential to an unrestricted Class D license, and how to change a Farm Permit to a Learner Permit (and vice versa).

## Policy Statement

This SOP applies to customers interested in applying for a Farm Permit, upgrading their Farm Permit to an unrestricted Class D license, or switching from a Farm Permit to a Learner Permit (or vice versa).

## Compliance

***See Appendix for full excerpt from Oklahoma Administrative Code.***

[OAC 670:15-1-5\(g\)](#) – Farm Permit  
[47 O.S. § 6-105 \(OSCN 2025\)](#) – Farm Vehicle Special Permits

## Systems

Web Enrollment – System used to take photos and fingerprints.  
PayPort – Payment processing system.  
D360 – System of record used for issuing credentials.

## Roles

*List the roles and functions of anyone involved in the operations described within this document.*

Role	Responsibilities
Driver License Examiner	Processes the transaction.



## Procedures

Teens aged 14 to 17 years old that either live or are employed for compensation on a farm in the state of Oklahoma are eligible to apply for a Farm Driving Permit (indicated by the “J” restriction), which allows them to operate any Class D motor vehicle with some restrictions:

- Farm Permit holders cannot talk or text while driving, unless reporting illegal activity or calling emergency services

Farm Permit holders **below the age of 16** are authorized to operate a Class D motor vehicle at any time:

- While going to or from or in connection with any farm job, employment, or other farm-related work
- On days while school is in session, over the most direct and accessible route between the licensee’s residence and school of enrollment for the purpose of school attendance; provided, that the privilege shall only extend to those licensees who reside on a farm and commute directly from their place of residence to the school in which they are enrolled
- Or when the licensee is operating a passenger car at any time when accompanied by an adult who is the holder of a valid commercial driver license, Class A, B, C, or D driver license and who is actually occupying a seat beside the driver

Farm Permit holders **below the age of 16** are subject to the following restrictions:

- CANNOT operate any motor vehicle with non-sibling minor passengers
- CANNOT operate on interstates or turnpikes
- CANNOT drive in city limits where the population is over 100,000
  - This includes Broken Arrow, Norman, and Oklahoma City

For Farm Permit holders **between the ages of 16 and 16 ½** are authorized to operate a Class D motor vehicle:

- From 5:00 a.m. to 9:00 p.m
- Going to or from or in connection with any farm job, employment, or other farm-related work
- Going to or from authorized school activities
- Going directly to or from any religious worship service held by a religious organization
- Or when the licensee is operating a passenger car at any time while accompanied by an adult who is the holder of a valid commercial driver license, Class A, B, or C driver license, and who is actually occupying a seat beside the driver

They CANNOT operate any motor vehicle with more than one passenger who is less than 18 years of age and who is not a member of the licensee’s immediate family.

**NOTE:** Once a Farm Permit holder has held the permit for at least 180 days and has completed driver training (with an affidavit), they become eligible to apply for an Unrestricted Class D driver license.



## Eligibility Requirements

- Must be above 14 and under 17 years of age
- Must live or work on a farm in the state of Oklahoma AND farm must have an agricultural exemption from the Oklahoma Tax Commission (OTC)
  - Copy of OTC card must be presented with the Parent or Employer affidavit. See [Appendix C](#) and [Appendix D](#) for examples
- Must pass a vision test, Class D general knowledge (written) test and Class D skills (drive) test
  - Written test requirement cannot be waived even if the applicant has completed driver's education
- Must have a certificate of completion for the Oklahoma Work Zone Safe Course

## Required Documents

- Primary ID (i.e. state-certified birth certificate, valid U.S. passport, Oklahoma state ID, valid immigration documents)
- Proof of (Oklahoma) residency
  - TWO proofs required for REAL ID
- Oklahoma Work Zone Safe Course certificate of completion
- Social security number (physical card not required)
- Notarized parent authorization form (see Appendix B for example)
- Parent or employer affidavit (must indicate the applicant lives or works on a farm in the state of Oklahoma which has an agricultural exemption from the Oklahoma Tax Commission, see Appendix C for example)

## Upgrading from Farm Permit to Unrestricted Class D License

To upgrade from a Farm Permit to an Unrestricted Class D license, the applicant must satisfy the following requirements:

- Must be at least 16 ½ but under 17 years of age
- Must have held the farm permit for a minimum of 180 days

The upgrade is processed under the "DL – REPLACE" tab, as a duplicate credential. To complete the upgrade, **REMOVE** the "J – Farm Permit" restriction. Make sure to scan the Farm Permit being upgraded.

## Switching Between Farm Permit and Learner Permit

If a customer is interested in changing from a Farm Permit to a Learner Permit, or vice versa, they are eligible so long as they meet the corresponding requirements for their requested credential.



## Farm Permit to Learner Permit / Intermediate License

The customer must have held the Farm Permit for at least 180 days to change to a Learner Permit or Intermediate License. They must also have a completion certificate from an approved driver education course.

**NOTE:** If the customer is 16 years of age or older they are eligible for an Intermediate License instead of a Learner Permit, since they would have already passed the Class D skills test to obtain their Farm Permit.

### Steps

1. This change is processed under the "DL – REPLACE" tab.
2. Scan in the Farm Permit and the driver education completion certificate.
3. In the "Application" tab, select "Data Update".
4. On the "End/Rest Tab", **UNCHECK** the "**J – Farm Permit**" restriction and **CHECK** either the "**9**" restriction for a Learner Permit or the "**T**" restriction for an Intermediate License.
5. **DOUBLE-CHECK** that the restrictions have been applied correctly, then proceed with completing the issuance.

## Learner Permit to Farm Permit

To switch from a Learner Permit to a Farm Permit, the customer must have passed the Class D written and skills tests. They must also have completed the ODOT Work Zone Safe Course, possess a parent or employer farm affidavit, and a parent authorization form.

### Steps

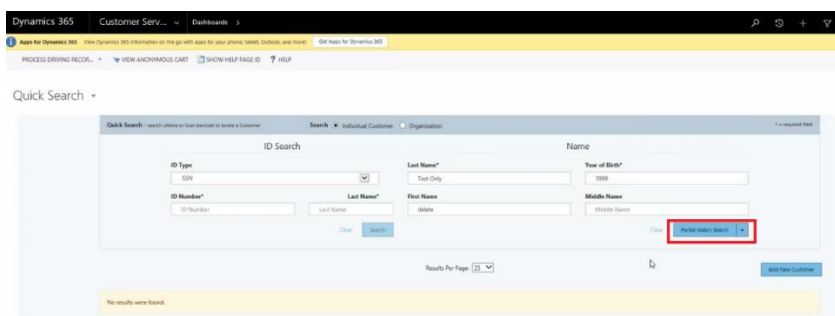
1. This change is processed under the "DL – REPLACE" tab.
2. Scan in the Learner Permit and the ODOT completion certificate.
3. In the "Application" tab, select "Data Update".
4. On the "Tests" tab, enter the results of the Class D skills and written tests if they are not in the system already.
5. On the "End/Rest Tab", **UNCHECK** the "**9**" restriction and **CHECK** the "**J – Farm Permit**" restriction.
6. **DOUBLE-CHECK** that the restrictions have been applied correctly, then proceed with completing the issuance.

## Processing

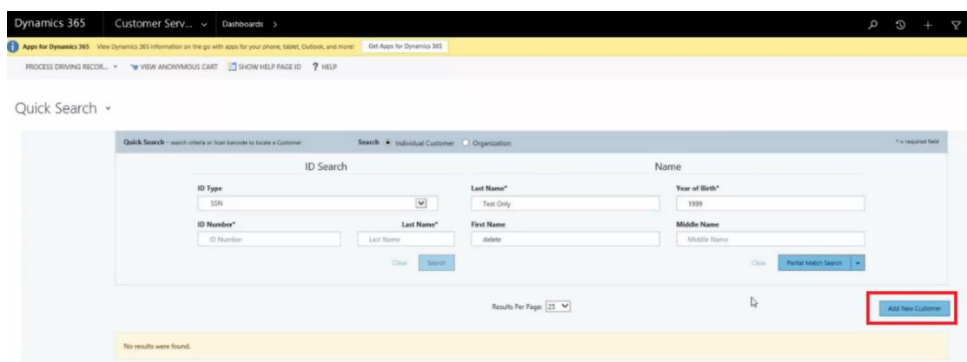
For more detailed instructions on navigating credential issuance in D360, refer to “A.01 - Original Issuance (Class D and State ID)”.

### Steps

1. Open **D360**. Using the customer’s name and date of birth, use “Quick Search” to find the customer’s file.

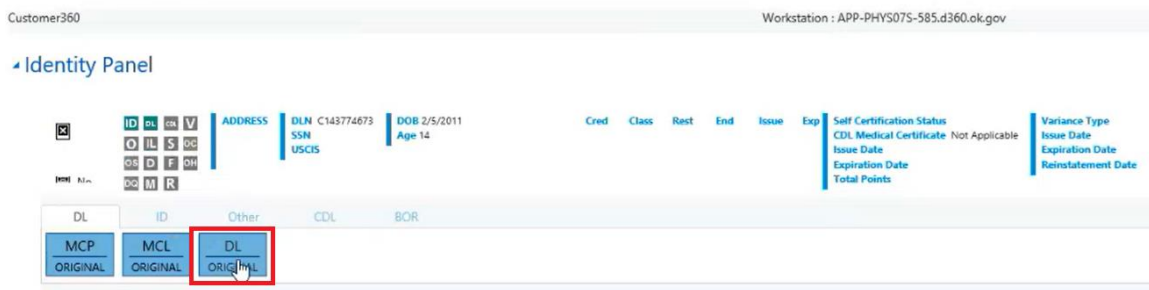


2. If their entry does not appear, then they will need to be added into the system. Click “Add New Customer” and add their personal information.



3. After opening/creating the customer’s file, their “Identity Panel” will appear. Click on “DL – ORIGINAL” to begin issuing the credential.

Farm, Fanny



4. Make sure Web Enrollment is opened. The “Photo” tab will appear—since the customer is below the age of 18, the system will ask if parental consent is required. Select “No”, as the customer is required to have a notarized parent authorization form to apply for a Farm Permit.

Test Only, delete ≡

Transaction : Issue Learner's Permit - Test Only, delete

◀ Photo Scan Application End/Rest Checks Tests Deficiencies Preview ▶

Is Parental Consent required for Web Enrollment? Yes ▼

Capture Image

5. Proceed with the Web Enrollment steps as per usual—refer to “Original Issuance (Class D and State ID) SOP” for further instructions.
6. After completing the Web Enrollment steps, proceed to the “Scan” tab. Make sure to scan all the required documents provided by the customer, including their primary ID, parent authorization affidavit, parent/employer farm affidavit, ODOT Work Zone Safe Course completion certificate and proof(s) of Oklahoma residence (two for REAL ID).

Transaction : Issue Standard DL - Farm, Fanny

◀ Photo Scan Application End/Rest ▶

Document Category: Issuance

Document Type: Farm Permit - Parent Affidavit

\* Required

Farm Name

Agricultural Exemption Number

Correspondence Number

Case Number

Save Cancel

☐ New document

☐ ODOT Teen Driver Course Feb 05 2025

☐ US Passport Feb 05 2025

Document Category: Issuance

Document Type:

- 100% Disabled Veteran
- Administrative Hearing Data Form
- Affidavit of Driver Training
- Application for Military Skills Test Waiver
- Authorization to Obtain DL
- CDL Medical Certificate
- DHS Custodian Letter
- DL10
- DL18
- Divorce Decree
- Driver Ed Completion Certificate
- Driver Ed Enrollment
- Employment Modification
- Farm Permit - Employer Affidavit
- Farm Permit - Parent Affidavit
- Federal Variance
- High School Diploma/GED
- Lost, Stolen, Transfer Form
- MSF Completion Certificate
- Marriage License
- Military Orders
- ODOT Teen Driver Course
- Oklahoma CLP
- Out of State License
- Parent Taught Affidavit
- Parent Taught Drivers Ed Program Purchase Receipt
- Post-Secondary Enrollment
- Proof of School Attendance
- Proof of Veteran Status

7. Proceed to the “Application” tab and fill in the fields as per usual. The customer will now need to pass a vision test. Once the test is complete, enter the results.





#### • Vision Screening

Left Eye* 20/40 FoV Left* <input type="text"/> Corrective lenses used? <input type="checkbox"/> Field of Vision Pass <input type="button" value="Add"/>	Right Eye* 20/30 FoV Right* -- Test Result* <input type="checkbox"/> Fail	Both Eyes* 20/30 FMCSA 391 Exemption <input type="checkbox"/> Test Result Reason* --	Color Testing Pass Bioptic Lenses <input type="checkbox"/>
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- Complete the rest of the “Application” tab and proceed to the “End/Rest” tab. **MAKE SURE** to check the “J – Farm Permit” endorsement box, as this step is necessary to add the Farm Permit to the credential.

Farm, Fanny

Transaction : Issue Standard DL - Farm, Fanny

☒ Photo 
 ☒ Scan 
 ☒ Application 
 ☒ End/Rest 
 ☒ Checks 
 ☒ Tests 
 ☒ Deficiencies 
 ☒ Preview

• Endorsements

L - Motorcycle ☐

• Restrictions

0 - Motorcycle only <input type="checkbox"/> 6 - Food, fuel or cargo within reach of driver <input type="checkbox"/> B - Corrective Lenses Must Be Worn <input type="checkbox"/> R - Ignition Interlock Device <input type="checkbox"/>	2 - Corrective Lenses or Left Outside Mirror <input type="checkbox"/> 7 - Automatic Transmission or Artificial Limb <input type="checkbox"/> F - Left Outside Mirror <input type="checkbox"/> U - Speed not to exceed 45 MPH; No Interstate <input type="checkbox"/>	4 - Automatic Transmission <input type="checkbox"/> A - Motorcycle License's License <input type="checkbox"/> G - Daylight Driving Only <input type="checkbox"/> Y - Biopic Lenses <input type="checkbox"/>	5 - Turn Indicators, Power Steering, Steering Kit <input type="checkbox"/> <b>J - Farm Permit <input checked="" type="checkbox"/></b>
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- Farm Permit applicants are **required** to complete both the Class D written and drive tests. Input the results for these tests in the “Tests” tab, if they are not already entered.

Farm, Fanny

Transaction : Issue Standard DL - Farm, Fanny

☒ Photo 
 ☒ Scan 
 ☒ Application 
 ☒ End/Rest 
 ☒ Checks 
 ☒ Tests 
 ☒ Deficiencies 
 ☒ Preview

• Exams

Type ↓	Result	Required	Waive	Waive Reason	Date	Expiration Date	Status Reason	Third Party Flag
Standard Skills		Yes	No				Active	No
Standard Driving Basic Law		Yes	No				Active	No

- The remaining steps follow the same procedures as any other credential issuance transaction. For more detailed instructions on navigating credential issuance in D360, refer to “Original Issuance (Class D and State ID) SOP”.

- After the credential has been issued, remember to read through and review the restrictions that come with the Farm Permit with the customer.



## References

### Summary of Links

1. [Farm Driving Permit | Service Oklahoma](#)
2. [Parent Authorization Form](#)

## Appendix

### Appendix A: OAC 670:15-1-5(g) – Farm Permit

(g) **Farm Permit.** A person at least 14 but less than 17 years of age, who currently either lives on or is employed for compensation on a farm in the state, may make application to Service Oklahoma for a Farm Permit. Service Oklahoma will issue a Farm permit under this subsection if Service Oklahoma approves the application and if the person successfully passes all required examinations and is otherwise eligible for the Farm Permit [47 O.S. §6-105].

(1) **Application requirements.** The customer shall meet the following requirements before Service Oklahoma grants driving privileges.

(A) The applicant shall provide proof of identity and other required documentation, submit all application information, sign the application and successfully pass the vision, written, and driving skills tests. The applicant must also successfully complete the Work Zone Safe course created by the Oklahoma Department of Transportation. The applicant shall have his or her driver license application signed by a legal custodial parent or legal guardian of the applicant either in person before a person authorized to administer oaths, if electronically completing an online application or submit a notarized affidavit approved by Service Oklahoma that is signed by a custodial legal parent or legal guardian [47 O.S. § 6-107(A)].

(B) Applicants must also provide proof that he or she resides or works on a farm in this state by submitting either a completed Parent or Employer Affidavit and an agricultural exemption permit issued by the Oklahoma Tax Commission.

(2) **Driving restrictions.** The permittee is subject to all restrictions set forth in Oklahoma statutes. [47 O.S. §6-105].

[Source: Added at 41 Ok Reg, Number 23, effective 8-25-24]



## Appendix B: Parent Authorization to Obtain Driver License Form



STATE OF OKLAHOMA )  
 ) §  
COUNTY OF \_\_\_\_\_ )

### Parent Authorization to Obtain Driver License

I, \_\_\_\_\_ the legal, custodial parent, legal guardian, or legal custodian of the applicant for an Oklahoma Driver License:

1. authorize the applicant to apply for an Oklahoma Driver License;
2. authorize the finger imaging of the applicant;
3. authorize the issuance of an Oklahoma Driver License to the applicant, if granted; and
4. assume the obligations imposed under Title 47 of the Oklahoma statutes, including but not limited to financial responsibility for any negligence or willful misconduct of the applicant when operating a motor vehicle.

I, the undersigned, declare upon oath and under penalty of perjury, that I am the Legal, Custodial Parent/ Legal Guardian of the applicant named below. 47 O.S. §6-107(A) and §6-110.2(B).

**This document must be completed in the presence of a notary public.**

Applicant Information		
Last Name	First Name	Middle Name
Date of Birth: / / (mm/dd/yy)	Driver Education School:	

Legal Custodial Parent/Legal Guardian/Legal Custodian Information		
Last Name	First Name	Middle Name
Driver License #	Date of Birth: / / (mm/dd/yy)	

I state under penalty of perjury under the laws of Oklahoma the foregoing is true and correct.

\_\_\_\_\_  
Signature of Parent/Legal Guardian

\_\_\_\_\_  
Date

SUBSCRIBED AND SWORN to before me, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

My Commission Expires: \_\_\_\_\_

\_\_\_\_\_  
Notary Public

[SEAL]



## Appendix C: Affidavit for Farm Driving Permit (Parent)



### AFFIDAVIT FOR FARM DRIVING PERMIT (PARENT)

I, the undersigned Parent or Guardian of the below listed Applicant, do hereby affirm under penalty of perjury that the following information is true and correct:

Applicant's Name:	Applicant's Date of Birth:
Applicant's Address:	
Parent/Guardian Name:	
Parent/Guardian Address:	
Parent/Guardian Phone Number:	

Pursuant to 47 O.S. §6-105(l)(1), "any person who is less than seventeen (17) years of age but is at least fourteen (14) years of age and who resides upon a farm in this state or is employed for compensation upon a farm in this state may apply to Service Oklahoma for a farm permit authorizing such person, while possessing the permit, to operate any Class D motor vehicle."

**By initialing, I certify that the following are true and correct statements:**

The Minor child is at least 14 years of age but less than 17 years of age, and resides upon a farm in the state of Oklahoma.

\_\_\_\_\_  
Signature of Parent or Guardian

Farm Owner Name:
Farm Name:
Farm Address:
Oklahoma Tax Commission Agricultural Exemption Number:

Please attach a copy of the OTC Agricultural Exemption Permit to this Affidavit

**This form must be notarized.**

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_

My commission expires: \_\_\_\_\_

\_\_\_\_\_, Notary Public

[SEAL]

Questions relating to this affidavit may be directed to Service Oklahoma at 405.522.7000.

SOK 10/2023



## Appendix D: Affidavit for Farm Driving Permit (Employer)



### AFFIDAVIT FOR FARM DRIVING PERMIT (EMPLOYER)

Applicant's Name:		Applicant's Date of Birth:	
Applicant's Address:		Applicant's Phone Number:	
Parent/Guardian			
Parent/Guardian Address:		Parent/Guardian Phone Number:	
Employer Name:		Farm Name: (If different)	
Farm Address:		OTC Farm Permit Exemption Number:	

Pursuant to 47 O.S. §6-105(l)(1), "any person who is less than seventeen (17) years of age but is at least fourteen (14) years of age and who resides upon a farm in this state or is employed for compensation upon a farm in this state may apply to Service Oklahoma for a farm permit authorizing such person, while possessing the permit, to operate any Class D motor vehicle."

#### TO BE COMPLETED BY EMPLOYER

I, the undersigned employer, do hereby affirm under penalty of perjury that the applicant is employed for compensation at the farm identified above.

Please attach a copy of the OTC Agricultural Exemption Permit to this Affidavit.

By signing, I certify that the following is a true and correct statement:

\_\_\_\_\_  
Signature of Applicant's Employer

#### This form must be notarized.

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires: \_\_\_\_\_  
\_\_\_\_\_, Notary Public

[SEAL]

#### TO BE COMPLETED BY PARENT/GUARDIAN

I, the undersigned parent/guardian, do hereby affirm under penalty of perjury that the applicant is at least 14 years of age but less than 17 years of age and is employed for compensation at the farm identified above.

By signing, I certify that the following is a true and correct statement:

\_\_\_\_\_  
Signature of Parent/Guardian

#### This form must be notarized.

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires: \_\_\_\_\_  
\_\_\_\_\_, Notary Public

[SEAL]

Questions relating to this affidavit may be directed to Service Oklahoma at 405.522.7000.

SOK 10/2023