

## Policy Update

Effective August 30, 2012



# Transportation Security Administration

## Transportation Worker Identification Credential (TWIC) -- Policy on Expiring TWICs

Effective August 30, 2012, TWIC holders who are U.S. citizens or U.S. nationals, and whose TWICs will expire on or before December 31, 2014, have two options to renew their TWIC. They may either replace their expiring TWIC with a 3-year Extended Expiration Date (EED) TWIC or obtain a standard 5-year replacement. All TWIC holders should begin the application process at least 30 days before his or her TWIC expires.

The EED TWIC is a one-time temporary extension option intended to provide convenience and cost-savings to workers pending the deployment of TWIC readers. TWIC holders who are not U.S. citizens or U.S. nationals are required to enroll for a standard 5-year replacement upon expiration of their current TWIC.

### **Option 1 -- Replace expiring TWIC with 3-year EED TWIC (Limited to U.S. Citizens and U.S. Nationals) - \$60 Fee & 1 Trip to an Enrollment Center**

#### **Eligibility:**

- Individuals are eligible to obtain a 3-year EED TWIC if they meet the following requirements:
  - They are a U.S. Citizen or U.S. National *AND*
  - Their current TWIC is valid and not revoked *AND*
  - Their current TWIC is currently unexpired, but expires on or before December 31, 2014.
- If any of the above requirements are not met, then the individual is not eligible for a 3-year EED TWIC and should apply for a standard 5-year renewal TWIC (*option 2*).
- As long as an individual maintains eligibility, he/she can obtain a 3-year EED TWIC prior to the expiration of their current TWIC before December 31, 2014.

#### **Application Process:**

- Call the help desk (1-866-347-8942, Mon–Fri, 8AM to 10PM Eastern) to begin the application process.
- The help desk will confirm whether the individual meets the eligibility requirements.
- Once the EED TWIC arrives at the enrollment center specified by the individual, the individual will be notified for pick up and activation of their 3-year EED TWIC.
- The individual should turn in the original TWIC upon receipt of the EED, as it will be revoked at the time of activation of the EED TWIC.

### **Option 2 --Replace expiring TWIC with standard 5-year renewal TWIC (Open to all TWIC holders) - \$129.75 Fee & 2 Trips to an Enrollment Center**

#### **Eligibility:**

All TWIC holders (including U.S. citizens, U.S. nationals, Lawful Permanent Residents, and Non-resident aliens) are eligible for this option.

**Application Process:**

- Information about TWIC enrollment and locations of enrollment centers can be found at [www.tsa.gov/twic](http://www.tsa.gov/twic).
- The standard renewal process for a five-year TWIC requires an initial trip to capture a recent photograph, fingerprints, and review documents as well as a second trip to pick-up and activate the card.
- The individual should turn in the original TWIC upon receipt of the new TWIC, as it will be revoked at the time of activation of the renewal.

Additional information on both options can be found at: [www.tsa.gov/twic](http://www.tsa.gov/twic).