

## TxDMV Motor Vehicle License Application Lookup Process & Status Codes

License applications are processed by the Motor Vehicle Division (MVD) of the Texas Department of Motor Vehicles (TxDMV.) Applications are processed by MVD Licensing Specialists after an in-depth pre-licensure screening is conducted by an MVD Quality Assurance Specialist.

The Motor Vehicle Division has implemented several new processes to prevent fraudulent access to vehicle regulatory processes. These processes have resulted in an increase in application processing times. Dealers may submit renewal applications up to 180 days in advance of their license expiration date. We strongly recommend submission of renewal applications as early as possible.

Once an application is submitted, there are a variety of internal reviews and processes that the application will undergo. The current status of an application can be viewed at <https://texasdmv.my.salesforce-sites.com/GetWorkItem>. The full 9-digit application number, including any leading zeros, must be entered for a result to be viewed. Please see below for a breakdown of the most common Application Status Codes you may see when verifying the status of an application:

- **Assigned** – Your application has been assigned to a Licensing Specialist. A deficiency letter will be sent to you within one week. No action is required from you at this time.
- **Deficiency** – Your application requires additional documentation to be submitted to your assigned Licensing Specialist in order to continue the licensing process. Please refer to the deficiency notice sent to your application contact e-mail. If you have uploaded the requested documentation, please allow **10 business days** for review by your assigned specialist.
- **Fingerprinting** – Your application is being reviewed by the Identity Background team. The ownership of the account will be analyzed during this stage and an email will be sent if fingerprints are required. Do not get fingerprinted unless you receive an instructional email from the TxDMV.
- **Pending** – Your application has not yet been received. Additional action is required from you to submit the application to the TxDMV for processing and review. You will receive a confirmation email from eLICENSING when MVD has received your application.
- **Pre-Screening** – Your application completed an initial review and is lacking basic documentation. An email will be sent with additional information on what is needed.
- **Ready to Assign** – Your application has completed the Screening stage and is waiting in the queue to be assigned to the next available Licensing Specialist. No action is required from you at this time.
- **Received** – Your application was successfully received but has not yet been reviewed. No action is required from you at this time.
- **Screening** – Your application is being reviewed by a Quality Assurance Specialist to determine any potential licensing concerns related to identity, disciplinary history, or fraud. No action is required
- **Under Review** – Your application is being reviewed by your assigned licensing specialist or the licensing management team. No action is required from you at this time.