

THE COMPLETE GUIDE

change of ID guide

Everything you need to know about changing your name and gender marker in Victoria

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01

victorian driver's licence

In this guide, you'll find everything you need to know about the process of changing your name and gender marker on a Victorian driver's licence.

why change my driver's licence details?

A driver's licence is a widely used and valuable piece of identification, which includes your name and photo. It does not contain your gender or title, but you can update these details on VicRoads' internal system. You need to notify VicRoads within 14 days after you legally change your name with Births, Deaths and Marriages Victoria (BDM).

what documents will I need?

To change the given and/or surname on your driver's licence, you will need proof that your name has been legally changed with BDM. To do so, you will need to provide VicRoads with a change of name registration certificate from BDM.

To change the gender identity on your VicRoads internal profile, you will need to provide VicRoads with either an updated birth certificate (if you were born within Victoria) or an updated recognised details certificate (if born outside Victoria) from BDM.

Good to know: even if your gender identity and/or title are changed on VicRoads' internal system, these do not appear on your driver's licence. There is no cost to change these details.

what can I change to?

VicRoads should accept the gender identity you have chosen to be listed on your birth certificate. VicRoads also allows you to change your title to:

Ms

Mr

Mrs

Mx

Other titles are permitted, including ones that require qualifications such as 'Dr'.

what do I need to do?

You will need to visit a VicRoads Customer Service Centre in person to change these details. To change your gender, you will need an updated birth certificate. To change your name, you need to complete a change of personal details form, provide your change of name registration certificate, and your previous licence or learner permit.

VicRoads may also request a new photo if you've changed your appearance.

There's no information about what constitutes an appearance change, but a photo that aligns with your name and/or your affirmed gender may help when using your licence as an identity document.

how long will it take?

VicRoads estimates that it takes approximately 10 working days to issue an updated driver's licence.

Cost	No cost to change these details
Processing time	Approx. 10 working days
Where	VicRoads Customer Service Centre, in person

helpful resources

Find a VicRoads Customer Service Centre

vicroads.vic.gov.au/contact-us/officelocations

Request a change of name certificate from BDM

bdm.vic.gov.au/get-change-name-certificate

Request a recognised details certificate from BDM

bdm.vic.gov.au/get-recognised-details-certificate

02

victorian birth certificate

In this guide, you'll find everything you need to know about the process of changing your name and gender marker on a Victorian birth certificate. Be aware that processes change by state and by country, so if you don't have a Victorian birth certificate, it is recommended that you review your birth state/country's processes. The process to do this in Victoria is an online form; while it's possible to request a printable form to make this change by mail, in this guide we'll be focusing on the online form.

why change my birth certificate details?

A birth certificate is an important identity verification document. For processes that require you to produce 100 points of ID, a valid birth certificate can count for 70 of those points.

what changes can I make?

Births, Deaths and Marriages (BDM) accepts most names and records of sex in these types of applications. However, BDM can refuse some names or records of sex, including those that are obscene or offensive, unclear, contain names of organisations, titles or symbols, or are too long. You can change your first name, middle name and/or surname.

what will I need for both types of applications?

Different documents are needed to change your name and record of sex on your birth certificate with BDM.

For both types of applications, you'll need to provide at least two documents to verify your identity in your currently registered name, one of which must include a photo ID. You will need to return your original birth certificate, or complete a statutory declaration to explain why you don't have one.

what will I need to change the record of sex?

To change your record of sex, you will need to provide a statutory declaration. A statutory declaration is a legal document that contains information you declare is true, which is signed by you and an authorised witness.

The statutory declaration is set out in a form which is available on the BDM website. It requires you to declare that:

- your birth is registered in Victoria,
- you believe your sex is the one nominated in the application, and
- you haven't changed the record of sex in your birth certificate in the last twelve months.

Authorised witnesses include many occupations, including lawyers, nurses, doctors, pharmacists, most public servants and some engineers.

You will also need a supporting statement from an adult who's known you for more than twelve months to confirm you're making this change in good faith. The adult providing the statement should use the form 'Supporting statement – Change of record of sex: Adult born in Victoria', which is available on the BDM website.

You can apply to change your record of sex regardless of whether you have had medical treatment to affirm your gender identity.

what will I need to change the name?

You will need to provide basic information about why you want to change your name. You will not need to provide either a statutory declaration or supporting statement; however, BDM may ask for further documents to assess your application.

what will these applications cost?

From 11 November 2025, there is no application fee or postage fee within Australia to either change your name and record of sex at the same time, or to change your record of sex. There may be fees in other circumstances. The fees below are current as of 1 July 2025.

Standalone change of name application (includes an updated birth certificate)

\$144.60 + postage

Replacement birth certificate if you have lost one

\$57.50 + postage

Postage, where it applies: \$10.40 within Australia, \$57.10 outside Australia

\$10.40 AU

how long will it take?

BDM estimates it takes up to 6 weeks to process name and sex marker change applications from when they receive all relevant documents.

what will I receive if successful?

You will receive a new birth certificate which will record your current name and record of sex. Your previous name/s will be on the back of the certificate. BDM will also send you a letter of verification, which includes details of your former record of sex. BDM estimates up to 6 weeks to process an amended birth certificate.

can I change my name and record of sex if I am under 18?

The rules around changing a child's name and/or record of sex on their birth certificate with BDM are different from adults.

In most cases, BDM only accepts applications to change a name and/or record of sex if both parents named on the child's birth certificate are supportive of the application.

BDM accepts applications from one parent where there is only one parent listed on the child's birth certificate, the other parent has died, or the County Court of Victoria has made an order approving the name and/or record of sex change application/s.

what supporting materials are needed under 18?

For all applications, you must provide documents to verify the child's identity and the identity of the parent/s making the application. You will need to return your original birth certificate, or complete a statutory declaration to explain why you don't have one.

To change the child's name, at least one parent will need to complete a statutory declaration confirming:

- the child's birth is registered in Victoria,
- they consent to the child's name being changed to the one nominated in the application,
- they believe the change is in the child's best interests, and
- the child's birth certificate has not been changed in the last 12 months.

In most cases, if only one parent makes the application, BDM will send the application to the other parent for their consent. Children aged 12 and over will also need to complete BDM consent forms.

To change the child's record of sex, both parents need to complete a statutory declaration containing the details listed above. You will also need a supporting statement from an adult who has known the child for at least 12 months and is not a family member. The statement must confirm that the change is in the child's best interests. If the child is under 16, the statement must also confirm that the child has the capacity to consent to the change. You can apply to change the child's record of sex regardless of whether the child has had medical treatment to affirm their gender identity.

what if one parent does not support the application?

Where one parent is absent or does not consent to an application, a supportive parent may apply to the County Court of Victoria for an order permitting BDM to change the name and/or record of sex on your birth certificate, without both parents' consent. This application is made under the Births, Deaths and Marriages Registration Act (Vic) and is heard in the County Court of Victoria's Adoptions, Surrogacy and Name Change List.

If an application is made, a County Court of Victoria judge decides if the change/s is/are in your best interests. A supportive parent or guardian will need to sign an affidavit (a formal court document) that explains why the change of name and/or record of sex is in your best interests, along with supporting documents.

If there are reasons why the application should not be sent to the other parent, the Court can approve the change/s without the other parent knowing of the application. Name change and record of sex change applications are separate applications, but they can be heard together. Court application fees of between \$300 and \$600 per application apply, but the Court can waive application fees where there is financial hardship.

If the County Court of Victoria makes an order approving the application/s by one parent only, a supportive parent then applies to BDM with the Court order for an updated birth certificate.

helpful resources

Names and records of sex that BDM can approve

bdm.vic.gov.au/change-your-name-adult-born-victoria

Identity documents required by BDM

bdm.vic.gov.au/change-your-name-adult-born-victoria

Who can witness a statutory declaration

justice.vic.gov.au/statdecs

Applying to the County Court by one parent

countycourt.vic.gov.au/going-court/adoptions-parentage-and-name-changes

Financial support through Transgender Victoria

tgvt.org.au/idchange-fund

Apply for a fee waiver with BDM

bdm.vic.gov.au/get-help-with-fees

03

australian passport

In this guide, you'll find everything you need to know about the process of changing your name and gender marker on an Australian Passport. Passports are managed on a federal level by the Australian Passport Office, which is part of the Department of Foreign Affairs and Trade. As a result, the process for applying for, renewing, and changing details on your passport will be the same from wherever you apply.

Before you start: this guidance applies to adults aged 18 or over. It only applies if your passport has more than 2 years left before it expires. If your passport has less than 2 years' validity, you should apply for a new passport.

why change my passport details?

Passports are a standard form of ID across Australia. If you were born in a state outside of Victoria or have had issues changing your name and/or record of sex in your birth certificate, you may want to change the details in your passport to have an ID with your affirmed name and gender identity.

what's needed to change the name?

If you have legally changed your name with Births, Deaths and Marriages (BDM), you will need to apply for a new passport in your updated name. Where your name change is because of a change in gender, you may instead be eligible to apply for a replacement passport.

In most cases, you will need to provide a name change certificate issued by an Australian Registry of Births, Deaths and Marriages. However, you do not need a separate name change certificate if your new name already appears on a re-issued Australian birth certificate or Australian citizenship certificate.

When you apply, your passport will usually be issued in your most recently registered name in Australia. This is generally the name shown on your birth certificate, citizenship certificate or name change certificate.

If your name change is connected to a gender transition, you may need to provide additional documents. For example, if your name change document does not also show your preferred gender, you will need to provide documents that confirm your gender transition.

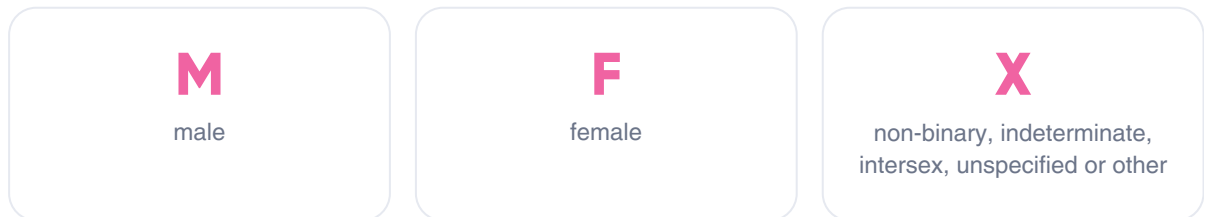
For the name change itself, you will generally need a name change certificate issued by an Australian BDM. You do not need this certificate if:

- your new name is already reflected in a re-issued Australian birth certificate or Australian citizenship certificate; or
- you were born and live overseas, the name change happened overseas, and you do not meet the residency requirements to register your new name in Australia.

If you hold a current Australian passport that expires more than two years from the date of the change, you may be eligible for a waiver of the replacement passport application fee. If you are not eligible for the fee waiver, the standard application fee of \$265 will apply. You will also need to present your current passport when you apply.

can I change the gender marker?

Australian passports allow three possible gender markers:



Be aware that not every country recognises the gender marker X in passports and some countries criminalise trans identities, so you may want to be careful about using X depending on where you intend to travel.

what's needed to change the marker?

To have your passport issued in your affirmed gender, you will need to provide one document that confirms your gender. This can be a gender recognition certificate, a re-issued birth certificate showing your correct gender, a recognised details or identity acknowledgment certificate, or a Declaration: gender change in travel document (Form B14) signed by a registered medical practitioner or psychologist. The link to this form is below.

If you are applying for a passport in a different gender to your previous Australian passport, you cannot renew; you must apply for a replacement or new passport. If you are under 18 and do not have the support of both parents, and you do not have a relevant court order, you may apply to have your passport assessed under '**special circumstances**', which includes:

- your welfare (physical or psychological) will be adversely affected if you are not able to travel internationally;
- you urgently need to travel internationally because of a family crisis and the person with parental responsibility cannot be contacted within a reasonable period (and they have not yet consented);
- you are outside Australia, departed less than 12 months before applying, and need a passport to return to Australia;
- the non-consenting person cannot be contacted for a reasonable period, is missing or presumed to have died;
- the non-consenting person is medically unable to provide consent;
- there has been no contact between you and the non-consenting person for a substantial period before your application;
- the non-consenting person is not an Australian citizen, is separated from the person who has parental responsibility and consented, and has had no contact with you since you arrived in Australia;
- a family violence order has been issued against the non-consenting person, or you are outside Australia and there is evidence of family violence;
- a court order from a relevant country permits your passport to be issued, allows international travel, or allows contact with another person outside the country where the order was made;
- you are outside Australia and need to travel internationally, or need a travel document to continue living overseas legally;
- a state or territory court order under a child welfare law has granted parental responsibility or guardianship to another parent (not the non-consenting person) or to a non-parent.

Every 'special circumstances' application is assessed on its individual circumstances and there is no guaranteed outcome. An application will require you to complete additional forms, including:

- B9** if you do not have a court order allowing a passport to be issued;
- B8** if only one parent is listed on your birth certificate;
- B4-B5** if you were born through surrogacy;
- B10** if orders apply under any state or territory child welfare laws.

Additional supporting evidence may also be required depending on your circumstances, including declarations from government bodies or educational institutions, foreign court orders, a judicial order, medical or police documents, and family violence orders.

An application under 'special circumstances' does not guarantee a passport will be issued, and applicable fees may not be refundable. These applications may also take significantly longer to process than standard passport applications.

how do I update the name and/or marker?

To change your name and/or gender on an Australian passport, you must apply for a new or replacement passport. You cannot update an existing passport.

You can apply online through the Australian Passport Office using the AusPassport system, or by completing a paper application form available from Australia Post. Only people over 18 can create an account. If you're under 18, you will need a parent, guardian, carer or someone similar to set up an account to manage your application.

Applying for a replacement passport follows the same process as applying for a new passport. You will need to provide documents supporting your name or gender change, such as a reissued birth certificate, a Registry of Births, Deaths and Marriages name change certificate, or a completed Form B14 where required.

how long will it take?

According to the Australian Passport Office, it can take up to six weeks to process changes to a passport, with another week after that for delivery. If there are difficulties in processing your information, this might take longer.

Delays are common, so we recommend submitting with as much notice as possible. If your travel plans are urgent, make an appointment with your nearest passport office. The Australian Passport Office also offers faster processing for an additional fee, which can significantly reduce processing time, though delivery time is still additional.

helpful resources

Australian Government passport website

passports.gov.au

AusPassport online system

online.passports.gov.au

Change of name or gender for passports

passports.gov.au/change-name-or-gender

Govt. guidelines on recognition of sex and gender

ag.gov.au: Australian Government Guidelines on the Recognition of Sex and Gender

Applying for a replacement passport

passports.gov.au/getting-passport-how-it-works/special-travel-documents

Form B14: Declaration, gender change in travel document

passports.gov.au: Form B-14

Financial assistance through Transgender Victoria

tgv.org.au/idchange fund

04

medicare & centrelink

In this guide, you'll find everything you need to know about the process of changing your name and gender marker with Medicare and Centrelink. Be aware that while the processes for these are identical, and can be updated at the same time in-person, they are separate systems. While it is recommended to go through this process in-person, if you do choose to do this by mail, you will need to send the requests separately.

why change my medicare/centrelink details?

While Medicare and Centrelink can be confusing to navigate, it's important that your details are up to date. This is especially true if you receive Centrelink payments. If you hold a Low Income Health Care Card, you are required to notify Services Australia of a change to your legal name within 14 days of the change occurring. Failure to do so may result in your card being cancelled, and in some cases, deliberate non-disclosure could be treated as fraud.

Ensuring your Medicare details are accurate is also important if you need any type of medical care, whether it be emergency or routine. Your Medicare card can also be a helpful form of ID when proving your identity.

what support materials will I need?

To change your legal name with Medicare and Centrelink, you need to provide an amended Australian birth certificate or Australian certificate of name change with your preferred name on it.

Centrelink also allows you to record a preferred name and title without providing any documents. Centrelink will generally use your preferred name when communicating with you, although they may still need to use your legal name in some written correspondence. This is a useful alternative if you're still waiting for an amended birth certificate. Unfortunately, Medicare does not have a preferred name system and supporting documents will be required to update your legal name.

To change your gender marker on your Medicare and/or Centrelink accounts, you are generally not required to provide any supporting documents. However, exceptions can apply if your Centrelink payments relate to child support. You can update your gender marker online via myGov if your Medicare and/or Centrelink online account is linked. Medicare and Centrelink allow you to record your gender as male, female or non-binary.

how do I submit my request?

You can update these details in person at a Services Australia service centre, via myGov, by phoning the Medicare program phone number (for Medicare only) or via the post. To do this by post, send a letter outlining your request and, if required, certified copies of any documents to Medicare and/or Centrelink.

medicare

GPO Box 9822
Melbourne VIC 3000

centrelink

Reply Paid 7800
Canberra BC ACT 2610

No cost: there is no cost to change your name or gender marker on your Centrelink or Medicare accounts.

can I make an account in my own name under 18?

If you are aged 15 or older and are already enrolled in Medicare, you can obtain your own separate Medicare card and number. In order to get Medicare benefits, you should also update your bank account details on your new Medicare card. From age 16, a young person can generally receive Centrelink payments in their own right, such as Youth Allowance. You must have your own MyGov account linked to Centrelink in order to do so.

can I change my name and marker under 18?

If you are older than 14, you can change your name with Medicare by calling 132 468, or by visiting Services Australia in person. For Centrelink, if you are under 18 and wish to change your name, you will need to visit a Services Australia service centre in person. For both Medicare and Centrelink, you will need to provide either your Australian birth certificate or Australian certificate of name change with your preferred name on it.

You can update your gender marker online via myGov if your Medicare and/or Centrelink online account is linked. Alternatively, this can be done by telephone, by post, or in person at a Services Australia service centre. If you are under 18, your primary caregiver can also change your gender details.

how long do these processes take?

Medicare will send you a Medicare card with your new details. This can take around 3 to 4 weeks. Centrelink will also issue a new concession card, such as a Health Care Card, once it has approved your change of name. This can take around 14 days.

helpful resources

Updating your gender details with Centrelink

servicesaustralia.gov.au/updating-your-gender-details-with-us

Updating your name with Centrelink

servicesaustralia.gov.au/how-to-update-your-name-with-centrelink

Changing your name and gender on your Medicare account

servicesaustralia.gov.au/how-you-update-your-name-date-birth-or-gender-for-medicare



SUPPORTING YOUR GENDER JOURNEY

tgv.org.au