

UNITED ARAB EMIRATES
MINISTRY OF INTERIOR



الإمارات العربية المتحدة
وزارة الداخلية

Add New Category to the Driving License

MOI Services Website

User Manual

Version Number: 2.0



1. Access to the Service:

To apply for the service, click on **Driving Licensing** tab that fall under **Traffic Services** category, then navigate to **Add New Category to the Driving License** service then click on **Start Service** icon

The screenshot displays the user interface of the UAE Ministry of Interior's E-Services portal. At the top, the header includes the Ministry's logo, name in English and Arabic, and user information for Mohammed Abdul Qader Abdulrahman. A navigation bar shows 'E-SERVICES' and 'DASHBOARD'. The main content area is titled 'Traffic Services' and features a search bar. A horizontal menu lists various service categories: 'Traffic Profile Services', 'Traffic Fines Services', 'Driving Licensing', 'Vehicles Services', 'Traffic Accidents', 'Certificate Services', 'Other Services', and 'Public Services'. The 'Driving Licensing' tab is highlighted with a red box. Below this menu, a grid of service cards is displayed. The 'Add a Category to Vehicle Driving License' card is highlighted with a red box. Each card includes an icon, a title, and a 'Start Service' button. Other visible services include 'Driving License Info', 'Renew a Vehicle Driver's License', 'Replace lost driving License', 'Replace damaged driving License', 'Vehicle Driving Driver License Issuance', 'Replacement of Vehicle Driver's Licence Issued by Another Country', 'Traffic File Opening', 'Trainee Card', 'Issue try Date', 'Change Try Date', and 'Renew Driving Training License'.



2. Service Steps:

1. Update your personal image if needed, select **Emirate/Region** related to your address then Select receiving method from **receive by** list which include the following options:
 - 1.Electronic Driving License Card (No Delivery)
 - 2.Courier Service

Service Description
In this service you will be able to add new categories to your existing driving license after requirements fulfillment and after passing needed driving tests.

Progress Percentage
30%

Traffic Profile No. **1010029897**

Restrictions | Service Fees | Online Payment Gateway

You have no restrictions preventing you from proceeding in the application. to continue and calculate total amount, press "Next" button.

Please specify how to receive the new driving licence card.

Emirate/Region*

Receive by*

Next



2.1. If you selected **Electronic Card** option, no further details will be requested from you, click on **Next** button to move to the next step.

Restrictions Service Fees Online Payment Gateway

You have no restrictions preventing you from proceeding in the application. to continue and calculate total amount, press "Next" button. i

Please specify how to receive the new driving licence card.

Emirate/Region * Al Ain v

Receive by * Electronic Card (No Delivery) v

i Your can access your digital license card from the service 'Driving License Info' on your Dashboard or services menu. The digital copy will be ready after complete transaction.
Note: You can print the digital card anytime without any additional charges.

Next



2.2. If you selected **Courier Service** option, you need to select **delivery company**, select address from your saved addresses or add new one, then click on **Next** button.

Restrictions | Service Fees | Online Payment Gateway

You have no restrictions preventing you from proceeding in the application. to continue and calculate total amount, press "Next" button.

Please specify how to receive the new driving licence card.

Emirate/Region *

Receive by *

i Will be delivered driving license card within 72 hours (Addresses inside UAE only).

Delivery Company *

Address *

Ahmad Mahmoud
Mushref mall, 1312, Abu Dhabi, 13212, Abu Dhabi
Mobile Number: 0555755886
[Update Address](#) | [+ Add New Address](#)

Next



3. Service fees will be viewed as shown below, you can update your **personal image** if needed then click on **Next** button.

Restrictions Service Fees Online Payment Gateway

No.	Description	Amount (AED)
1	.addition of category	200
2	DELIVERY SERVICE FEES	15
Total Amount (AED)		215 AED

Showing 1 to 2 of 2 entries

Upload personal image. *

 Image should be less than 2,048kb in size and of types JPG or PNG only.


Personal Image

Next



4. A Confirmation message will show to be redirected to the payment gateway to pay the **service fees**, click on **YES** button.

Confirmation

X

You are going to be redirected to the payment gateway.
Would you like to continue ?

NO **YES**

5. You will be redirected to the payment gateway, select the required payment method then click on **Pay** button.



Summary

Payment to	Ministry of Interior
Transaction Amount	AED 215.00
Service Fees	AED 3.00
Total Amount	AED 218.00

Choose Payment Method

Saved cards (5204-74**-****-1002) [Change](#)

Cancel **Pay**

Please do not click the back button or refresh the page or close the window while the transaction is



6. Payment has been done successfully, the receipt details will show, you can download the **Receipt** and the **License** as well.

🗑️ Add a Category to Vehicle Driving License

Service Description

In this service you will be able to add new categories to your existing driving license after requirements fulfillment and after passing needed driving tests.

Progress Percentage

100%

🏠 Payment Gateway Result
04/07/2023

Payment has been done successfully
✓

Download Receipt

File Size: 1 MB
1111111111
215 AED

Traffic Number	Application Number	Total Amount
1010029897	1111111111	215 AED
Payment ID		
100202318574796549		





Click to see
the other
side



Zoom



File Size: 350
KB