



Texas LTC Application Process Guide

HOW TO SUBMIT YOUR TEXAS LICENSE TO CARRY APPLICATION

How to apply for the Texas License to Carry / Concealed Handgun License and how to submit the paperwork is the most common question asked. The Texas DPS website is not the most intuitive and can be frustrating to navigate. This also makes it difficult to explain the process without being able to see the website. The same goes for the LTC/CHL renewal process. The below steps detail what is needed and how to complete it all!

If you you have any questions or Issues with the process you can contact the Texas DPS Regulatory Services Division at:

<https://www.dps.texas.gov/rsd/contact/Contact?sProgram=LTC>

NEW APPLICATIONS:

Note: The online application can be started before or after you have completed the online LTC/CHL class and proficiency demonstration.

Train Protect Defend - www.trainprotectdefend.com

Step 1 – Apply Online

Go [HERE](#) to begin the Texas DPS license to carry / concealed handgun license application. Unless you are returning to the site to check the application status, select the “Apply” button under “New Users” at the bottom of the page .

Fee

What is the cost? The Texas DPS processing fee is different from our class fee.

- \$40 Standard Fee for Initial License
- \$25 Military Veteran - ETS or Retired over 365 days
- \$0 Active Duty - Includes Active Guard, Texas State Guard & Reserves

Once the application has been completed, it is recommended to save a copy of the confirmation page at the end. You should also receive an email confirmation from DPS. Usually the email address from the DPS will have “RDS” in it, which stands for regulatory services. I have seen these emails go to the spam folder before, so just keep an eye out for it.

Step 2 – Fingerprinting:

All fingerprinting is done through a private company, Identogo. Unfortunately, even if you have been fingerprinted by them in the past, you will still have to go again for the LTC/CHL. In the confirmation email received, there is a link to schedule an appointment for fingerprinting with Identogo. They do not accept walk-ins. You must schedule an appointment and pay (\$10).

Signing up through the Identogo website is fairly easy and self explanatory. The one spot that people get confused on is the page that asks for the type of documents you will bring for identification. Read the options carefully. See the screenshot below and choose the same highlighted blue option if you have/will use a US State Drivers License (most common form of ID).

Identogo will then send the fingerprinting paperwork to the state for you.

Step 3 – Complete the online classroom and shooting portion and submit LTC-104 Certificate

- **Once you have completed the online classroom portion you will need to schedule the range instruction and shooting proficiency.**

To complete the shooting proficiency with Train Protect Defend, go to:

https://www.trainprotectdefend.com/ltc_shoot/

Choose the private proficiency and use the coupon code below for \$30 off

Code: TPDSHOOT30

Please do not share this code!

To Submit the LTC-104 start by going [HERE](#). This link will take you directly to the DPS RSD (regulatory services division) for handgun licensing and LTC-104 submission.

Step 4 – Wait!

All that is left now to do is wait. DPS states that applications take up to 60 days to process, however it seems lately they are only taking 2-4 weeks.

LTC/CHL RENEWAL:

An initial Texas License to Carry a Handgun is valid for 4 years. Renewal licenses are good for 5 years. Before the license expires, a renewal notification letter should arrive in the mail. It will state when your LTC expires and how to renew it. DPS charges \$40 for the renewal, however there is no classes or qualifications that have to be completed.

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