

Driver Education Agreement

- 1. As soon as you get your permit and you are ready to drive, please see Ms. Lopez to coordinate calendars. Remember, you have to have a driving partner and we have to look through three calendars to get things organized. As a rule generally, the person you pair up with will be your partner for the entire portion of the driving instruction.**
- 2. You need 7 hours of driving and 7 hours of observation in order to meet the minimum requirements to get a license. We can only drive 1 hour per day. When we schedule days, we will try to schedule 8 days to make sure we are covered.**
- 3. If you have to miss a schedule practice day, things happen, please let me know as soon as possible. I will try my best to work you in. We are going to try to do the right thing.**
- 4. Most of our scheduled driving will be after school but Saturday is an option. You are welcome to bring a drink or a snack, or even a little pocket money in case we stop. You can't eat or drink while you drive, but during your observing time it is fine.**
- 5. Mr. Dacy and I agree that we want to make Driver Education user friendly for the student, parent, and instructor. In order to do this, there may be a time where it is just the student and the instructor, Ms. Lopez, in the car. Law requires that in order to allow this procedure, consent must be granted by a parent/guardian. If you do not agree, and would prefer your child only drive with a student partner and the instructor, that is understandable. If you consent with your student driving with just an instructor, please sign and return this form.**

Student Name: _____

Parent/Guardian Name: _____

Parent/Guardian Signature: _____

BEHIND THE WHEEL INSTRUCTION LOG 30 HOURS

Behind-the-Wheel Instruction Guide may be downloaded or printed from www.tdlr.texas.gov/driver

The 30 hours of behind-the-wheel practice must be completed in the presence of an adult who meets the requirements of Section 521.222 (d)(2), Transportation Code before the young driver is eligible for a provisional license. **Only one (1) hour of behind-the-wheel instruction per day will count towards the 30 hours** regardless of the number of hours the student actually drives in a day.

Student's Name: _____ DL #: _____

Lesson Time	Practice Session	Date	Time (am/pm)	Daytime Hours	Nighttime Hours	Adult's Signature and DL #
2 hours	Getting Ready, Starting, Placing the Vehicle in Motion, and Stopping			1 hour		
					1 hour	
3 hours	Moving, Stopping, Steering, Knowing Where You Are			1 hour		
				1 hour		
					1 hour	
1 hour	Backing			30 minutes		
					30 minutes	
4 hours	Turning, Lane Position, and Visual Skills			1 hour		
				1 hour		
				1 hour		
					1 hour	
3 hours	Searching Intended Path of Travel			1 hour		
				1 hour		
					1 hour	
1 hour	Parking			30 minutes		
					30 minutes	
2 hours	Turnabouts			1 hour		
					1 hour	
4 hours	Multiple Lane Roadways			1 hour		
				1 hour		
				1 hour		
					1 hour	
5 hours	City Driving			1 hour		
				1 hour		
				1 hour		
				30 minutes	30 minutes	
					1 hour	
5 hours	Expressway/Freeway Driving			1 hour		
				1 hour		
				1 hour		
				30 minutes	30 minutes	
					1 hour	
TOTAL				20 hours minimum	10 hours minimum	

I certify and endorse that the above record is true and correct and my student has completed 30 hours of guided practice which includes at least 10 at nighttime.

Parent/Guardian's Signature (if over 18 years of age student's signature) _____

_____ Date

When your teenager is eligible for the provisional license take this log, the DE-964 driver education completion certificate and with the other required documents to the Department of Public Safety. Required documents: (1) Valid Learner's License (Instruction Permit); (2) Verification of Enrollment and Attendance Form; (3) DE 964 or course completion certificate; (3) 30 Hours Behind-the-Wheel Practice Log; (4) The vehicle used for the Road Test must be able to pass an inspection where everything works properly, have a valid inspection sticker, valid registration sticker, and current insurance; (5) Money to pay for license.

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Getting Ready, Starting, Placing the Vehicle in Motion, and Stopping (p. 14) Recommended 2 hours -- These practice sessions introduce your teenager to the instrument panel, vehicle controls, and mirror blind spots. The young driver should get ready to drive, start the vehicle, place the vehicle in motion, stop, and secure the vehicle. Please review the vehicle owner's manual before and during these practice sessions.

Moving, Stopping, Steering, Knowing Where You Are (p. 15) Recommended 3 hours -- Focus on learning the correct procedures for moving, stopping, using reference points, and steering the vehicle at different speeds. Begin in a large, level parking lot that is free of obstacles. The teenager should practice driving around the perimeter of the lot at 10 and 15 mph. Using commentary driving, have your teenager focus on smooth push-pull-slide hand-to-hand steering and stops. Your teenager should be taught to ease off the accelerator or use the brake to reduce speed before entering a curve and use slight acceleration to overcome inertia and pull the vehicle out of the curve. Ask the teenager to move the vehicle to specified targets in the parking lot at 10 and 15 mph. **The target** is a fixed object that is located 12-20 seconds ahead of the vehicle, in the center of the path of travel, and is what the driver steers toward. It can be a car a block ahead, a traffic signal, the crest of a hill, etc. Having a target helps the new driver to: visualize the space the vehicle will be occupying; look far ahead of the vehicle and begin a search to identify risks; improve steering accuracy. Focus on smooth acceleration, proper speed, and smooth stops. Explain to your teenager that "curling" the toes back to ease pressure off the brake just before stopping results in smoother stops. Practice normal smooth stops and hard smooth stops which are done at a slightly higher speed.

Backing (p. 16) Recommended 1 hour -- Repeat the tasks listed in sessions *Moving, Stopping, Steering, Knowing Where You Are* with the vehicle in reverse gear at idle or slow speeds. Backing from one target to another allows your teenager to practice seeing, steering, and speed control skills with the vehicle in reverse gear.

Turning, Lane Position, and Visual Skills (p. 16) Recommended 4 hours -- During the next practice sessions practice 10-15 right and left turns from stopped and moving positions in a parking lot. Left turns should be "squared" and right turns should be "rounded." Emphasize proper signals, mirror checks, side-position reference points, speed and steering control, and the need to look ahead of the vehicle at a selected target in the center of the path of travel. Warn young drivers not to fixate on any one thing. Prior to progressing to driving in a quiet neighborhood, your teenager should be able to demonstrate the ability to move and stop the car smoothly, maintain a given speed, and steer with reasonable precision. If your teenager is ready, practice right and left turns in a residential area.

Searching Intended Path of Travel (p. 18) Recommended 3 hours -- In a residential area, or, if ready, on roads with light traffic, continue working on basic visual skills, negotiating curves, and right and left turns. Practice judging space in seconds, identifying a target, and searching the target area and target path. Ask your teenager to comment prior to changing speed or position. Young drivers have the tendency to monitor the road immediately in front of the vehicle.

Parking (p. 19) Recommended 1 hour -- Angle Parking, Perpendicular Parking, Parallel Parking, Curb Parking, Parking Uphill, Parking Downhill

Turnabouts (p. 21) Recommended 2 hours -- Focus on recognizing the different types of turnabouts and selecting the appropriate type of turnabout for a given situation. Begin in a large, level parking lot free of obstacles. Practice 2-point, 3-point, and U-turns in a parking lot. Progress to a lightly traveled residential area, and practice visual search skills, turns, and each turnabout at least 10 times. **The easiest and safest way to change directions is to drive around the block.**

Multiple Lane Roadways (p. 22) Recommended 4 hours -- Focus on **lane position, lane changing, following distance, and mirror blind spots**. If possible, choose a time when the four-lane roadway on which you select to practice has minimal traffic, such as during early morning hours on Saturday or Sunday. There are several **lane position choices** a driver can make without changing lanes. Practice driving in lane position 1, 2, and 3 for several miles during each session.

City Driving (p. 24) Recommended 5 hours -- Focus on driving on crowded urban roadways. During these practice sessions have your teenager examine the importance of scanning ahead, lane position, covering the brake, and the hazards associated with parked cars, traffic congestion, and distractions. **Decision-making** is the most important skill used in driving. A driver operating in city traffic flow makes 50-60 decisions per mile. Drivers need visibility, space, time, and adequate traction to perform all maneuvers in city traffic whether crossing, turning, passing, or adjusting speed and/or position. During these sessions ask your teenager to focus on controlling space to the front and speed to enhance visibility, space, time, and traction. Driving on congested roadways allows a very small margin for driver error. Effective searching skills and driver alertness are both essential. Every second counts in this driving environment.

Expressway/Freeway Driving (p. 25) Recommended 5 hours -- Focus on complex risk driving environments at speeds up to 70 mph. Traffic flow on expressways can be heavy and at times unpredictable. They are called limited access highways because there are only certain locations, called interchanges, where a driver can enter and exit the expressway. Expressways have a low frequency of collisions, but often have high injury severity rates when a collision does occur because of the higher speeds. Review the expressway information in the Texas Driver Handbook. Make sure your teenager understands the different kinds of expressway interchanges, expressway signs, signals, lane markings, speed limits, and the importance of maintaining a 20-30 second visual lead.

What to bring with you when you are applying as a Teen Driver for your Provisional Driver License

There are two phases you will need to complete before graduating to a full driver license. This is called the Graduated Driver License Program for teens. To be issued a **provisional driver license (phase II)** in the state of Texas, you must bring the following documentation to your local driver license office:

1. Application for a Provisional Texas Driver License
2. Proof of Identity (Your Texas Learner License is sufficient)
3. Evidence of Lawful Status (If you are not a U.S. Citizen)
4. Proof of Social Security Number
5. Proof of Completion for an Impact Texas Driver (ITD) course
6. Proof of Completion for Driver Education
7. Verification of Enrollment and Attendance in School or its equivalent
8. Proof of Insurance (if you will be taking a driving test)
9. Issuance Fee

This checklist will help you identify what documents in each section you will need to bring to your local driver license office so that you may obtain your provisional DL. Follow the directions listed for each section, and check the appropriate document(s) you have that you can bring with you.

Upon completing all sections, gather the documents you have checked, and along with your parent or legal guardian, visit your local driver license office to begin the issuance process. If you would like to get in-line at your local driver license office prior to your arrival, simply go to our website and check in (not available at all locations): <http://www.dps.texas.gov/DriverLicense/>

Section 1. Proof of Identity

A. Acceptable Identification Document List. Documents must be **original** or a **copy certified** by the issuing agency. No photocopies are accepted.

Check one document you have from this section. This will be your proof of identity.

- | | |
|---|---|
| <input type="checkbox"/> Texas DL or ID within two years of expiration | <input type="checkbox"/> Unexpired US passport book or passport card |
| <input type="checkbox"/> US Citizenship Certificate or Certificate of Naturalization with identifiable photo (N-550, N-560, N-561, N-570, or N-578) | <input type="checkbox"/> Unexpired US military photo ID card for active duty, reserve, or retired personnel |
| <input type="checkbox"/> Unexpired Foreign passport, visa* (Visa may be valid or expired), and I-94 | |
- Unexpired Department of Homeland Security (DHS) or United States Citizenship and Immigration Services (USCIS) photo ID. Examples include:
- | | |
|--|---|
| <input type="checkbox"/> US citizen Identification card (I-179 or I-197) | <input type="checkbox"/> Permanent Resident card (I-551) |
| <input type="checkbox"/> Machine-Readable Immigrant Visa (MRIV) with temporary I-551 language and Alien Documentation, Identification and Telecommunications System (ADIT) stamp | <input type="checkbox"/> Employment Authorization card "EAD" (I-766) |
| <input type="checkbox"/> I-94 stamped "Sec. 208 Asylee" with photo | <input type="checkbox"/> Advance parole document with photo (I-512 or I-512L) |
| <input type="checkbox"/> Valid refugee travel letter with photo and stamped by US Customs and Border Protection (CBP) | <input type="checkbox"/> I-94 stamped "Sec. 207 Refugee" with photo |
| <input type="checkbox"/> American Indian card (I-872) | <input type="checkbox"/> Northern Mariana card (I-873) |
- ☐ A birth certificate or birth record issued by the appropriate State Bureau of Vital Statistics or equivalent agency from a US state or local government, a US territory, the District of Columbia, or a Canadian province
 - ☐ For U.S. citizens born abroad, a certificate of Report of Birth (DS-1350 or FS-545) or Consular Report of Birth (FS-240) issued by the U.S. Department of State
 - ☐ A court order with name and date of birth indicating an official change of name and/or gender from a US state, a US territory, the District of Columbia, or a Canadian province

- | | |
|--|--|
| <input type="checkbox"/> Temporary receipt for a Texas DL or ID (actual receipt) | <input type="checkbox"/> Expired Texas DL or ID (expired more than two years—actual card) |
| <input type="checkbox"/> DL or ID issued by another US state, US territory, District of Columbia, or Canadian province (unexpired or within two years of the expiration date – actual card)* | <input type="checkbox"/> Original or certified copy of a marriage certificate or divorce decree (US jurisdiction or foreign jurisdiction-if not in English, a certified translation must accompany it) |
| <input type="checkbox"/> Pilot's license (actual card)* | <input type="checkbox"/> Concealed handgun license or License to Carry (actual card)* |
| <input type="checkbox"/> Unexpired US military dependent ID card (actual card) | <input type="checkbox"/> Professional license issued by Texas state agency |
| <input type="checkbox"/> Veteran's ID or Health Identification card "VHIC" (actual card) | <input type="checkbox"/> School records (e.g. report cards, photo ID cards, etc.)* |
| <input type="checkbox"/> Voter registration card (actual card)* | <input type="checkbox"/> Military records (e.g., Form DD-214) |
| <input type="checkbox"/> W-2 or 1099 form | <input type="checkbox"/> Selective Service card (actual card) |
| <input type="checkbox"/> Current Texas motor vehicle registration or title (TRC 521.144) | <input type="checkbox"/> Any insurance policy (valid continuously for the past two years) |
| <input type="checkbox"/> ID card issued by government agency* | <input type="checkbox"/> Current Texas boat registration or title |
| <input type="checkbox"/> Hospital-issued birth record* | <input type="checkbox"/> Medicare or Medicaid card (actual card) |
| <input type="checkbox"/> Immunization records* | <input type="checkbox"/> Unexpired foreign passport |
| <input type="checkbox"/> A valid Consular document issued by a state or national government | <input type="checkbox"/> Tribal membership card from a federally recognized tribe |
| <input type="checkbox"/> Texas Department of Criminal Justice (TDCJ) parole or mandatory release certificate | <input type="checkbox"/> Texas inmate ID card or similar form of ID issued by TDCJ |
| <input type="checkbox"/> Federal inmate ID card | <input type="checkbox"/> Federal parole or release certificate |
| <input type="checkbox"/> Certificate of Degree of Indian Blood (CDIB) | <input type="checkbox"/> Social Security card (actual card) |

*Document must be issued by an institution, entity or government agency from a US state, a US territory, the District of Columbia, or a Canadian province.

Section 2. Proof of U.S. Citizenship or Lawful Presence

If you are a United States Citizen and have already presented this documentation to the Department, you may skip this section and proceed to Section 3. If you have a Limited-Term Texas driver license, you will be required to present updated evidence of lawful presence. Most documents will be verified through the US Department of Homeland Security's SAVE Program. Verification through SAVE is often instantaneous, but when it is not, receipt of the DL/ID may be delayed for up to 30 days.

Check one document you have from this list that contains your full legal name. This will be your proof of U.S. Citizenship or Lawful Presence in the United States.

- | | |
|---|---|
| <input type="checkbox"/> Birth certificate or birth record issued by the appropriate State Bureau of Vital Statistics or equivalent agency from a US state or local government, a US territory, or the District of Columbia | <input type="checkbox"/> US Citizen Identification card (I-179 or I-197) |
| <input type="checkbox"/> US Passport Book or Passport card | <input type="checkbox"/> I-94 |
| <input type="checkbox"/> Permanent Resident card (I-551) | <input type="checkbox"/> US Travel Document (I-327 or I-571) |
| <input type="checkbox"/> I-94 stamped "Sec. 208 Asylee" or "Sec. 207 Refugee" | <input type="checkbox"/> I-551 stamp in foreign passport |
| <input type="checkbox"/> Employment Authorization Card "EAD" (I-766) | <input type="checkbox"/> US Citizenship Certificate or Certificate of Naturalization (N-550, N-560, N-561, N-570, or N-578) |
| <input type="checkbox"/> US Department of State Certificate of Birth Abroad issued to US citizens born abroad (Form FS-240, DS-1350, or FS-545) | <input type="checkbox"/> Student documents with Student Exchange and Visitor Information System (SEVIS) number |
| <input type="checkbox"/> Machine Readable Immigrant Visa with temporary I-551 language and ADIT stamp | <input type="checkbox"/> DS-2019 Exchange Visitor (J-1) certificate |
| <input type="checkbox"/> I-20 Non-immigrant students (F-1) | |
| <input type="checkbox"/> Non-student documents with alien number or I-94 number | |

Section 3. Proof of Impact Texas Driver (ITD) Course completion and Driving Test

You must have successfully completed an ITD program within 90 days of taking your driving test. Select one:

- ☐ I have completed the ITD Course and driving test at a Certified Driver Training School and will be bringing the driving test results to the driver license office in a sealed, unaltered envelope
- ☐ I have completed the ITD Course and driving test through a Public School Driver Education Program and will be bringing the driving test results to the driver license office in a sealed, unaltered envelope
- ☐ I have completed the ITD course within the previous 90 days and will be taking the driving test at my local driver license office. I will be bringing my ITD Course completion Certificate.

Section 4. Driver Education

You must provide a certificate of completion from your course provider for both the classroom and behind-the-wheel portions of driver education. Select one:

- ☐ Commercial Driver Training School (Form DE-964)
- ☐ Parent Taught Driver Education (Form DE-964)
- ☐ Public School Driver Education (Form DE-964)

Section 5. Verification of School Enrollment or Equivalent

You must provide evidence you are currently enrolled and attending school or have since graduated or obtained your GED certificate

- ☐ High School Diploma
- ☐ General Educational Development (GED)
- ☐ Verification of Enrollment and Attendance (VOE form – Must contain an original signature and be issued within the previous 30 days, except during summer months)
- ☐ Report Card (Most recent from current school year. This is only acceptable during summer months)

Section 6. Proof of Insurance

If you have not taken the driving skills exam during driver education, you will be required to successfully pass the drive test at your local driver license office. Once you have completed all of the requirements on this checklist, you may schedule your drive test at <https://txdpsscheduler.com/>

- ☐ Proof of Insurance (for the vehicle you will be using for the driving skills exam, if applicable)

Upon completing all sections, gather the documents you have checked and bring them to your local driver license office to begin the renewal process.