

DRIVER & TRAFFIC SAFETY EDUCATION REQUIREMENTS

Maine

Driver Education Instructor License (how to obtain)

Types of Driver Education Instructor Licenses and Endorsements ([Chap 9 Rules Governing Driver Education](#))

- **Class A driver education instructor license.** A Class A license authorizes the person to teach both the classroom and behind-the-wheel phases of driver education, and, when authorized by the Secretary of State, to provide digital instruction for passenger type vehicles (Class C vehicles).
- **Class B driver education instructor license.** A Class B license authorizes the person to teach only the behind-the-wheel phase of driver education for passenger type vehicles (Class C vehicles).
- **Class A commercial vehicle endorsement.** A Class A endorsement authorizes the person to teach both the classroom, behind-the-wheel and range (off-street) phases of commercial motor vehicle driver education (Class A and/or Class B vehicles). Also, when authorized, to provide digital instruction.
- **Class B commercial vehicle endorsement.** A Class B endorsement authorizes the person to teach only the behind-the-wheel and range (off-street) phases of commercial motor vehicle driver education.

General Application Requirements for Class A and Class B Instructor Licenses

To apply for a driver education instructor license, you must complete an [application](#) form and meet the following requirements:

1. Be at least 22 years of age.
2. Submit proof of a high school diploma or its equivalent.
3. Have at least six (6) years' experience as a licensed driver and hold a valid driver's license.
4. Must not have any physical, emotional or mental impairment which would prevent driver licensure in accordance with Chapter 3, Secretary of State, Bureau of Motor Vehicles, Rules Governing the Physical Emotional and Mental Competence to Operate a Motor Vehicle.
5. Have no convictions or adjudication for moving criminal traffic offenses within the last six (6) years, except for operating without a license if the license was expired less than

five (5) years and operating with an expired registration. If you hold an out of state driver's license, a certified copy of the persons driving record and proof of licensure from any state in which a license was held in the preceding six years must be provided with the instructor application.

6. Have not had a driver's license suspended or revoked within the last six (6) years pursuant to 29-A MRSA Sections 2411, 2453, 2454, 2456, 2457, 2472, 2521, 2525, 2552, 2554, 2555 or 2557.
7. Has not been an accident-prone driver within last year from date of application.
8. Pass an instructor test administered by the Secretary of State, consisting of knowledge, vision and instructor road test in a representative vehicle.
9. Have not been convicted for any Class A, B or C crime or felony within the last ten (10) years. A person is disqualified from licensing as an instructor or school owner if convicted of 17-A MRSA 201, 202, 203, 208, 208B, 208C, 210A, 210B, 210C, 211, 211A, 213, 253, 254, 255A, 256, 258, 260, 261, 282, 283, 284, 301, 302, 303, 553, 554, 556, 854 and 855.
10. Have successfully completed a first aid course approved by the Secretary of State within the preceding three years and the completion card for this course must be valid upon application.
11. Have successfully completed a driving dynamics or defensive driving course approved by the Secretary of State within the preceding year. (Contact the Bureau of Highway Safety, 626-3840)
12. Submit a license fee of \$100.00, a \$10.00 instructor test fee plus a \$21.00 fee for the criminal background check. (Total \$131.00 for Class C vehicles)
13. Submit a license fee of \$100.00, a \$35.00 instructor test fee plus a \$21.00 fee for the criminal background check. (Total \$156.00 for Class A & B vehicles)

Additional Application Requirements for a Class A License (Class C Vehicles)

If applying for a Class A driver education instructor license in Class C Vehicles, you must submit proof of successful completion of the following [introductory course in driver education](#), completed within the preceding three (3) years:

1. Introductory course in driver education instruction for Class A instructors which includes peer teaching, curriculum delivery, harassment prevention and teaching special needs students. This course must be approved by the Secretary of State.

Additional Application Requirements for a Class B License (Class C Vehicles)

If applying for a Class B driver education instructor license in Class C Vehicles, you must submit proof of successful completion of the following [introductory course in driver education](#), completed within the preceding three (3) years:

1. Introductory course in driver education instruction for Class B instructors must be based on the approved curriculum, include harassment prevention training, provide a

minimum of eight hours of instruction and include behind-the-wheel training. This course must be approved by the Secretary of State.

Additional Requirements for a Class A Commercial Vehicle Endorsement

In addition to meeting the general application requirements, a person applying for a Class A commercial vehicle endorsement must also:

1. Have successfully completed an [introductory course in commercial vehicle driver education](#) within the preceding three (3) years. The Secretary of State must approve the courses which fulfill this requirement.
2. Have at least two (2) years' experience in the last ten (10) years as a licensed CDL driver in the actual operation of a representative CMV. This two (2) years CDL experience may be applied to the general requirement of six (6) years of experience as a licensed driver. A commercial vehicle endorsement may be issued for Class A or Class B vehicles. (Submit proof on letterhead from current or past employer which lists your name, dates of employment and class of vehicle.)
3. Have not had a driver's license suspended or revoked for operating a commercial motor vehicle with a blood-alcohol level of 0.04 percent or more or refusing to submit to a chemical test within the last six (6) years.

Additional Requirements for a Class B Commercial Vehicle Endorsement

In addition to meeting the general application requirements, a person applying for a Class B commercial vehicle endorsement must also:

1. Have at least two (2) years' experience in the last ten years as a licensed CDL driver in the actual operation of a representative CMV. This two (2) years CDL experience may be applied to the general requirement of six (6) years of experience as a licensed driver. A truck driver education endorsement may be issued for Class A or Class B vehicles. (Submit proof on letterhead from current or past employer which lists your name, dates of employment and class of vehicle.)
2. Have not had a driver's license suspended or revoked for operating a commercial motor vehicle with a blood-alcohol level of 0.04 percent or more or refusing to submit to a chemical test within the last six (6) years.

New Hampshire

To become a Certified Driver Education Instructor, obtaining a Provisional Certificate is the first step. It allows you to work as an instructor for an approved driving school. To Obtain a Provisional Certificate (Valid for Two Years) You Must:

- Have a high school diploma or certificate of high school equivalency.
- Complete three, three-credit courses at Keene State College or White Mountain Community College with a grade of 75 or higher:
 - Introduction to Traffic Safety.
 - Methods of Teaching Driver Education and Traffic Safety.
 - In-Vehicle Driver Education Methods.

Massachusetts

1. Applicants shall be at least 21 years of age and have at least 24 months operating experience.
2. Have a minimum of a high school diploma or equivalent.
3. Criminal Record Check - Applicants shall be subject to a criminal record check and shall be rejected if they have been convicted of the crimes or have engaged in the conduct proscribed by M.G.L. c. 90, §32G. Applicants residing out-of-state or who have relocated to Massachusetts from another state or country must provide a criminal record check from their home state or previous state or country that is not older than 30 days.
4. Driving Record Check - Applicants shall be subject to a check of their driving record. No instructor's certificate shall be issued or allowed to remain in effect if an applicant's or certificate holder's license or right to operate a motor vehicle is suspended or revoked. No instructor's certificate shall be issued or allowed to remain in effect if an applicant has an unsatisfactory driving record for at least two consecutive years prior to application, including but not limited to any mandatory license suspension activity, or revocation of licensing or driving privileges within the preceding two years based on a moving violation; or any conviction under the provisions of M.G.L. c. 90, § 24, within the preceding five year period of operating a motor vehicle while under the influence of intoxicating liquor, or of marijuana, narcotic drugs, depressants or stimulant substances, as defined in M.G.L. c. 94C, § 1 or the vapors of glue. Any person who consents to have any such case disposed of under the provisions of § 24D shall for the purpose of this section be deemed to be convicted. Once the license or right to operate has been reinstated the applicant may apply for an instructor's certificate, which may be issued if, after a review of the nature and circumstances of the information contained in the applicant's driving record, the Registrar determines it appropriate. Applicants residing out-of-state or who have relocated to Massachusetts from another state or country must provide a driving record from their home state or previous state or country that is not older than 30 days.

5. Applicants shall have satisfactorily completed and submit a certificate of completion of a 65-hour Driving Instructor Training Course (DITC), given by an approved driving school whose DITC curriculum is approved and on file with the RMV (see [Driving Instructor Training Course](#)). This course is required for new instructor applicants and those whose certifications have lapsed for more than 4 years.
6. Applicants shall successfully pass an exam administered by the RMV comprised of 100-questions selected from the most current edition of the Commonwealth of Massachusetts Driver's Manual with a passing grade of at least 90%.
7. Applicants for a PDI Exam are limited to 3 failures in a 6-month period. An applicant who does not successfully pass after 3 attempts may be subject to retraining.

Additional Requirements

All applicants for a driving instructor certificate must provide a Driver Instructor Training Course (DITC) Certificate of Completion issued by a licensed professional driving school authorized to provide instructor training.

- Applicants residing out-of-state must provide a copy of their driver's license.
- If you are a Public-School Driver Education Instructor, please provide:
 - Applicants must submit documentation on school or district letterhead showing proof of active employment by the public high school, vocational school, municipal or regional school committee.

Professional Driver Instructor's (PDI) Exam

Applicants for a Driving School Instructor Certificate must successfully pass the PDI Exam administered by the RMV comprised of 100-questions selected from the most current edition of the Commonwealth of Massachusetts Driver's Manual. Applicants must obtain a passing grade of at least 90%. Note: Applicants should not submit an application for an instructor's certificate if they are not prepared to take the instructor's exam.

Applicants will take their required exam electronically on the Automated Testing System at approved full-service Registry branches.

To be eligible for the PDI Exam, an applicant must complete the Driving Instructor Training Course with an accredited school, file a Driving Instructor Certification Application with, and be approved by, the Driver Licensing Section section of the RMV.

Connecticut

- A completed [Driver Training Instructor's License Application](#) (form R-7A).
- [Examination to Determine Physical Condition of Driver](#) (MCSA 5876) completed by a licensed physician.
- Copy of high school diploma or equivalent.
- A completed [Department of Emergency Services and Public Protection](#) application (Green Fingerprint card) competed with a \$75 check and a separate \$12 both made payable to State of CT Treasurer.
- A completed [Driver School Instructor Training Schedule](#) (form R-280). Note: The Driver Education Unit must receive the R-280 form **before you start the course** for it to be valid.
- A completed [Certificate for Driving Instructor Training](#) (form R-230) showing that you have completed an approved forty-five-hour instructor training course

New York

- be at least 21 years of age;
- have possessed a driver license that is valid in New York State with a good record for two years;
- have a high school diploma or GED;
- pass vision, road sign, written, and practical tests;
- have never been convicted of a felony or certain other crimes;
- have completed a DMV-certified *Methods and Content Course for In-Car Instruction*.

*** Driver training schools are administered by the DMV.

Pennsylvania

Clearances and required documents for PDTS (Private Driver Training School) instructor applicants:

Child Abuse Clearance

Federal Criminal History Background Checks

State Police background check

Driving record history for each state a driver's license was held

TEACHER CERTIFICATION TESTING

Individuals who currently hold either an Instructional I or an Instructional II teaching certification who wish to add Safety/Driver Education to their certification will need to pass the Pennsylvania Safety Driver Education Teacher Certification Assessment (PSDETCA).

PUBLIC SCHOOLS

School districts may provide a driver education program as per 24 P.S. § 15-1519 et seq. of the Public-School Code of 1949. The Pennsylvania Department of Education adopted [Content and Performance Expectations for Driver Education](#) (PDF) in the Fall of 2003. For school districts offering Driver Education, the Content and Performance Expectations describe what students should know and be able to do at the end of the thirty-hour classroom theory and the six-hour behind-the-wheel instructional program. Attainment of these expectations will allow students to safely use the Highway Transportation System with greater confidence and higher skill levels.

1. Satisfactory completion of both the theoretical and practical examinations.
2. Possess a high school diploma.
3. Have a motor vehicle operator's record (Three-Year Driving Abstract) free of violation of "The Vehicle Code" and other traffic laws and free of accidents.
4. Completed a three-credit course in driver education.
5. Must complete an additional nine hours of credit in General and Traffic Safety Education within a three-year period of employment.
6. Be eligible according to the provisions in section 1209 of the Public-School Code of 1949.