

Independent School District #162 will offer a complete course in Drivers Training to all students who are between the ages of 14 and 18 years old, that are enrolled, attending Independent School District #162, or students not attending I.S.D. #162 whose parents/guardians pay real estate taxes in I.S.D. #162 for a fee of \$375 (\$125 classroom instruction and \$250 behind the wheel instruction) (i.e. Open Enrollment, Home School). All other students shall pay \$425 (\$145 classroom instruction and \$280 behind the wheel instruction).

All students participating in the program shall be made aware of the following adopted procedures:

1. Drivers Training Process.

The I.S.D. #162 program runs a non-concurrent classroom and laboratory instructional program. This indicates that the program conducts the classroom and laboratory (behind the wheel) phases of instruction during separate time periods. For those persons wishing to obtain a class D license, the program may not provide laboratory instruction to the student who is age 15, 16, or 17 years old until the student has completed the required classroom instruction phase. Within 15 calendar days of when a student has completed the classroom instruction phase, an authorized official (usually the instructor) will complete ~~a certificate of enrollment (blue card)~~ an **electronic Classroom Certificate of Completion** when enrolled in the laboratory phase of driver's education. A second option is to receive a certificate of classroom completion from State of Minnesota, documenting 30 hours of classroom instruction, which can be used to enroll in another laboratory phase prior to taking the State of Minnesota written test for a class D instruction permit. The Department of Motor Vehicles accepts either of these certificates from the student at the driver examination station when a student is applying for an instructional permit. No program may provide laboratory instruction to a student who has not obtained an instruction permit from the State of Minnesota.

2. Classroom Instruction Phase. All students are required to complete a minimum of 30 hours of classroom instruction.

- a. The program may offer no more than three hours of classroom instruction per day to a student who has not yet obtained a driver's license.
- b. When a student has completed the required classroom instruction phase, including a local requirement of passing a final examination an authorized official will complete ~~a certificate of enrollment or 'blue card'~~ an **electronic Classroom Certificate of Completion** and award it to the student. **As per the State of Minnesota, all Classroom Certificates of Completion will be issued electronically.** This certificate signifies the completion of the classroom instruction and verifies the student's enrollment into the laboratory phase.
- c. In the event a student is unable to pass the final classroom test, the instructor will arrange a conference and meet with the student and his/her parent or

guardian. At the conference, the instructor will share the results of the student's final test and stress the great importance of fully preparing students for the State level permit test. Resources will be shared with the parent to help the student study and prepare for a second opportunity to take the classroom final test. At the conclusion of the conference, the instructor will set-up an alternative date for the student to retake a final test within 15 calendar days after the last day of classroom instruction. If the student passes this second test, an authorized official will complete **a certificate of enrollment or 'blue card'** an electronic Classroom Certificate of Completion and award it to the student.

3. **Laboratory Instruction Phase.** All students who are less than 18 years of age are required to complete a minimum of 6 hours of laboratory instruction (behind the wheel).
  - a. A program may offer no more than 2 hours of laboratory instruction per day to a student in a class D vehicle.
  - b. In some cases, students may be required by the instructors to perform additional laboratory driving hours to become more fully prepared. The State requires a minimum of at least 6 hours.
  - c. **Upon satisfactory completion of the Laboratory Instruction Phase (Behind the Wheel), an authorized official will complete an electronic Behind the Wheel Certificate of Completion and award it to the student. As per the State of Minnesota, all Classroom Certificates of Completion will be issued electronically.**
4. Use of Drivers Education Vehicle for a Test when a driver education vehicle is to be used. The instructor must be employed by the program that owns or leases the vehicle.
5. **Graduated License Law.** All participating in the I.S.D. #162 Driver's Training program will be working toward a license under the new Graduated Drivers License (GDL) law that became effective on January 1<sup>st</sup>, 1999. The GDL complements the existing driver's license program by introducing a provisional license stage for young drivers. This multi-tiered program was designed to ease young novice drivers into the driving environment, it provides for additional parental/legal guardian involvement. It also emphasizes the importance of a good driving record.

#### Phase I – Instruction Permit:

##### Qualifications

- Must be at least 15 years of age.
- Must have completed 30 hours of classroom instruction and be enrolled in behind-the-wheel instruction; OR be enrolled in a concurrent driver education course and have completed the first 15 classroom hours of the curriculum. If you are 18 years of age or older, the classroom and behind-the-wheel instruction is not required.
- Comply with identification requirements.
- Pass a vision screening and a knowledge test.

- Complete a license application and pay the required instruction permit fee.

#### Conditions

- The initial learner's permit will be a paper version and is valid until the plastic card arrives. At that time the papers become invalid. If a student driver should lose their plastic card they must file for a copy immediately. Student drivers must have their valid permit in possession during any practice driving.
- Permit holders may drive under the supervision of a certified driving instructor, parent or guardian, or any other licensed driver age 21 or older.
- Every occupant under the age of 18 must have a seat belt or child passenger restraint system properly fastened.

#### Foreign Exchange Students

- Under the current law, foreign exchange students are being informed by their placement agencies that they will **not** be able to obtain a Minnesota driver license. They can still take the classroom instruction if they desire but there is no guarantee that their home country will honor the classroom instruction obtained in Minnesota.

### Phase II – Provisional License:

#### Qualifications

- Must be at least 16 years of age.
- Have completed the classroom and behind-the-wheel phases of driver education.
- Have held an instruction permit for six months with no convictions for moving violations or convictions for alcohol/controlled substance violations. (M.S. 169.121 Driving Under the Influence; M.S. 169.1218 Underage Drinking and Driving; M.S. 169.122 Open Bottle; M.S. 169.123 Implied Consent).
- Submit a Supervised Driving Log. Parents/guardians have two options regarding the supervised driving log: 1) complete a supplemental parent class provided by a driver education program approved in Minnesota, and then submit a supervised driving log showing their teen has completed at least 40 hours of supervised driving, 15 of which are nighttime hours; OR 2) If the parent/guardian chooses to not complete the supplemental parent class, the driving log must show that their teen has completed at least 50 hours of supervised driving, 15 of which are nighttime hours.
- Have passed a road test.
- Complete the license application and pay the required fee. This requires parental approval (parent signature). A parent must be present to complete this.

#### Conditions

- Every occupant under the age of 18 must have a seat belt or child passenger restraint system properly fastened.
- No use of a cellular device is permitted (even in hands-free mode).
- Restrictions during the first 6 months:
  - Driving is prohibited from midnight until 5 a.m. unless:
    - Accompanied by a licensed driver at least 25 years of age
    - Driving between home and work.

- Driving between home and a school event for which the school does not provide transportation
- Driving for employment purposes.
- Only one passenger under the age of 20 is permitted, unless accompanied by a parent or guardian.
- Restrictions during the second 6 months:
  - The time restriction from midnight until 5 a.m. is removed
  - No more than three passengers under the age of 20, unless accompanied by a parent or guardian.

Note: Passengers under age 20 who are members of the provisional driver's immediate family are permitted during both time periods.

#### Phase III – Full License:

##### Qualifications

- Must be at least 18 years of age or must have held a provisional license for at least 12 consecutive months with no convictions for alcohol/controlled substance violations or crash-related moving violations, and with not more than one conviction for a moving violation that is not crash-related.
- Must complete the application and pay the required fee.
- If under 18, the person who approves the applicant has driven under supervision of a licensed driver at least 21 years of age for not less than ten hours on the provisional license.
- Complete an application for a driver's license and pay the license fee.

#### A Few GDL Facts:

- A person who fails the driving test four times must complete a minimum of six hours of behind-the-wheel instruction with a licensed instructor before taking the road test again. (A valid instruction permit is required.)
- An applicant who is age 18 and who has not been previously licensed, (provisional or otherwise) must hold an instruction permit for six months before taking a road test. Applicants who are 19 or older must hold an instruction permit for three months before taking a road test.

#### Farm Work Licenses:

- A qualified applicant (15,16, or 17 years of age) may test for a farm work license at any time after being issued an instruction permit and completing behind-the-wheel training. The applicant must present a farm work affidavit and a property tax statement or rental agreement, along with a course completion card, an instruction permit and a supervised driving log at the time of the road test.
- The farm work license is a provisional license with a farm work restriction. The restriction on the license will read: *Valid for farm work, daylight only, 40 mile radius of farm, no driving in cities of the first class (populations over 100,000); or must be accompanied by a licensed driver 21 or older.*

- The farm work license must be held for six months from the date the instruction permit was received, or until age 16, whichever is longer. The farm work restriction will remain in effect until the driver applies to have it removed.
- Upon completing the application, a provisional license will be issued, and the applicant then will follow the established path of the Graduated Drivers system. If the applicant has reached the age of 18, s/he may apply for an under 21 license without further requirements.