

# APPLICATION FOR DRIVING SAFETY INSTRUCTOR LICENSE UPGRADE

**PLANNED USE OF THE DATA:** To determine qualification for upgrade of license  
**INSTRUCTIONS:** A complete application includes:

1. this completed, signed form;
2. upgrade fee of \$25; and
3. evidence of completion of education requirements.

**ALL FEES ARE NONREFUNDABLE.**

## PLEASE TYPE OR PRINT

1. **Name:** \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Last) (First) (Middle)
2. **Social Security Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_
3. **Home Address:** \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Street Address) (City) (State) (ZIP Code)
4. **Home Phone:** (\_\_\_\_) \_\_\_\_\_ **Work Phone:** (\_\_\_\_) \_\_\_\_\_
5. **Driver's License #:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Class:** \_\_\_\_\_ **Expiration Date:** \_\_\_\_/\_\_\_\_/\_\_\_\_
6. **Indicate the endorsement(s) to be upgraded.** *(Submit evidence of completion of educational requirements for changes.)*

### DRIVING SAFETY ENDORSEMENTS:

- Driving Safety Instructor (DSI) \_\_\_\_\_  
(Name of Course or Courses)
- Driving Safety Instructor Trainer (DSIT) \_\_\_\_\_  
(Name of Course or Courses)
- Instructor Development Course – Driving Safety Instructor Trainer (IDC-DSIT) \_\_\_\_\_  
(Name of Course or Courses)

**EVIDENCE OF COMPLETION FOR UPGRADE MUST BE SUBMITTED**

**CERTIFICATION:** I certify that all of the foregoing statements are true and correct. Further, I acknowledge that I am responsible for knowing and following the current laws and rules that govern driving safety instruction.

X \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Signature of Applicant) (Typed or Printed Name of Applicant) (Date)

**MAKE ALL CHECKS OR MONEY ORDERS PAYABLE TO: Texas Department of Licensing and Regulation (TDLR)**

**MAIL ALL DOCUMENTATION WITH THIS APPLICATION TO (TDLR)**

## **CRITERIA FOR RECEIVING DRIVING SAFETY EDUCATION CREDIT**

Education requirements include the following:

1. Evidence of completion of education courses shall be provided for each instructor trying to obtain a driving safety upgrade license. A verification form indicating completion shall be provided to TDLR by the instructors. The form shall be signed by the instructor receiving the training and the course provider or designee.
2. A licensee may not receive credit for attending the same course more than once during the same licensing period to obtain an upgrade.

The application shall include the fee and evidence of education completed to upgrade the license.