

To The Individual Addressed:

Please find enclosed the application packet for the **Four-Hour Driving Safety Course for Drivers Younger than 25 Years of Age**. Included in this packet is the application and guidelines for submitting the course. It will be necessary to complete and submit all documents to Driver Training for approval. A complete set of all media (videotapes, etc.) used as part of the course must also be submitted for review.

The application fee is **\$9,000.00** (non-refundable). Follow the directions on the enclosed fee sheet to submit this payment. Programs submitted without all required documents and the application fee will not be considered for review.

If discrepancies exist, a letter identifying them will be provided. Please respond to the discrepancy letter as soon as possible so that staff can approve your course in a timely manner. Upon completion of a satisfactory review, an approval letter will be mailed.

If you do not currently possess a course provider license, the fee for this license is **\$2,000.00** (non-refundable). Also required is a **\$25,000.00** corporate surety bond. An application for a course provider license may be requested from www.tdlr.texas.gov. Be aware that additional licenses and fees may be required.

If you have questions about the course review process and licensure, contact Texas Department of Licensing & Regulation at 800-803-9202 or 512.463-6599.

Enclosures: Application (DS4-263)
 Cross-Reference Form (DS4-268)
 Instructor Training Reference (DS4-264)
 24-Hour IDC Training Record (DS4-204)
 Fee Sheet (DS-299)