



TEXAS DEPARTMENT OF LICENSING AND REGULATION

Education and Examination Division

P. O. Box 12157 • Austin, Texas 78711 • (512) 463-6599 • (800) 803-9202

Fax: (512) 463-1512 • Email: Education@tdlr.texas.gov • Website: www.tdlr.texas.gov

Driving Safety Six-Hour Course Application Instructions

AN APPLICATION IS NOT CONSIDERED COMPLETE AND WILL NOT BE PROCESSED UNTIL ALL SECTIONS OF THE APPLICATION HAVE BEEN SUBMITTED.

The application must be completed and signed by the applicant. All information provided must be typed or printed in black ink. This application must be submitted on single-sided, 8½" x 11" paper. Please use a paperclip to fasten all pages together, with cashier's check, check, or money order on top. **Please do not use staples.**

1. **Name of Course** – Enter the exact name of the course.
2. **Organization Type** – Indicate how your business is organized.
3. **Course Owners Mailing Address and Contact Information** - Enter the mailing address for the course owner. This address is where the Department will mail all correspondence and may be a post office box. Provide the contact person's name, telephone number, fax number and email address. By providing my email address I authorize TDLR to send all communications and required notices to me by electronic mail only. I understand that I may revoke this authorization in writing; that if I do not update my email address I will not receive TDLR notices; that notices will NOT be sent to me by mail or other methods unless required by law; and that my email address will remain confidential except as permitted or required by law.
4. **Physical Address** - Enter the physical address of the course owner. This address is the actual business location of the school and where permanent records must be kept for auditing and inspection purposes. A post office box is not acceptable for the physical address.
5. **Owner Information** –Enter the name of the owner and complete the ownership information page
6. **Signature of Applicant(s) and/or Officer(s)** - Application must be signed by the owner, officer or other authorized representative of the school. Be sure to print name, sign and date the application.

REQUIRED DOCUMENTATION FOR COURSE APPLICATION

- **Application**
- **Fee Sheet**
- **Fee**
- **Course Content Guide-** (Created and submitted by applicant)
- **Instructor Training Guide-** (Created and Submitted by applicant)
- **Cross Reference Form-** (DS4-268)
- **Background Qualifications** – Attach a brief description of your capability in writing instructional materials
- **Attach a list of course materials and course references**

Course Content for A Driving Safety Six-Hour Driver Education and Safety Rule- Sec. 84.207 Driving Safety Course of Instruction

- All course content shall be delivered under the direct observation of a licensed instructor.
- The educational objectives of driving safety courses shall include, but not be limited to promoting respect for and encouraging observance of traffic laws and traffic safety responsibilities of drivers and citizens; reducing traffic violations; reducing traffic-related injuries, deaths, and economic losses; and motivating continuing development of traffic-related competencies.
- To be approved, each course owner shall submit as part of the application a course content guide that includes the following:
 - A statement of the course's traffic safety goal and philosophy;
 - A statement of policies and administrative provisions related to instructor conduct, standards, and performance;
 - A statement of policies and administrative provisions related to student progress, attendance, makeup, and conduct. The policies and administrative provisions shall be used by each school that offers the course and include the following requirements:
 - A. progress standards that meet the requirements of subparagraph (F) of this paragraph;
 - B. appropriate standards to ascertain the attendance of students. All schools approved to use the course must use the same standards for documenting attendance to include the hours scheduled each day and each hour not attended;
 - C. if the student does not complete the entire course, including all makeup lessons, within the timeline specified by the court, no credit for instruction shall be granted; any period of absence for any portion of instruction will require that the student complete that portion of instruction. All makeup lessons must be equivalent in length and content to the instruction missed and taught by a licensed instructor; and
 - D. Conditions for dismissal and conditions for re-entry of those students dismissed for violating the conduct policy;
- A. statement of policy addressing entrance requirements and special conditions of students such as the inability to read, language barriers, and other disabilities;
- A list of relevant instructional resources such as textbooks, audio and visual media and other instructional materials, and equipment that will be used in the course and the furniture deemed necessary to accommodate the students in the course such as tables, chairs, and other furnishings. The course shall include a minimum of 60 minutes of audio/video materials relevant to the required topics; however, the audio/video materials shall not be used in excess of 150 minutes of the 300 minutes of instruction. The resources may be included in a single list or may appear at the end of each instructional unit;
- written or printed materials to be provided for use by each student as a guide to the course. The division may make exceptions to this requirement on an individual basis;
- instructional activities to be used to present the material (lecture, films, other media, small-group discussions, workbook activities, written and oral discussion questions, etc.). When small-group discussions are planned, the course content guide shall identify the questions that will be assigned to the groups;
- instructional resources for each unit;
- techniques for evaluating the comprehension level of the students relative to the instructional unit. If oral or written questions are to be used to measure student comprehension levels, they shall be included in the course guide. The evaluative technique may be used throughout the unit or at the end; and
- A completed form cross-referencing the instructional units to the topics identified in subparagraph (D) of this paragraph. A form to cross-reference the instructional units to the required topics and topics unique to the course will be provided by the division.

- Approved driving safety courses shall be presented in compliance with guidelines outlined and shall include statistical information drawn from data maintained by the Texas Department of Transportation or National Highway Traffic Safety Administration.
- Driving Safety course content, including video and multimedia, shall include current statistical data, references to law, driving procedures, and traffic safety methodology. A driving safety course shall include, as a minimum, materials adequate to assure the student masters the following.
 - A. Course introduction
 - B. The traffic safety problem
 - C. Factors influencing driver performance
 - D. Traffic laws and procedures
 - E. Special skills for difficult driving environments
 - F. Physical forces that influence driver control
 - G. Perceptual skills needed for driving
 - H. Defensive driving strategies
 - I. Driving emergencies
 - J. Occupant restraints and protective equipment
 - K. Alcohol and traffic safety
 - L. Comprehensive examination

Review process

Applications are processed in the order received. Our division cannot specify the length of time it will take to approve a new course application. During the review process you will be notified in writing of any discrepancies/requirements not met.



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Texas Driving Safety Six-Hour Traditional Course Application

PURSUANT TO TITLE 5, EDUCATION CODE, CHAPTER 1001

DO NOT WRITE IN THE FEE AREA IMMEDIATELY BELOW

	RECEIPT NUMBER	EVENT CODE	FEE AMOUNT	PMT. AMOUNT	MONEY TYPE
Six-Hour Course			9000		

PAYMENTS MUST BE IN THE FORM OF A CHECK OR MONEY ORDER PAYABLE TO TDLR.
(Fees are non-refundable)

YOU MUST MEET ALL REQUIREMENTS WITHIN 12 MONTHS OF FILING DATE, OR THE APPLICATION WILL BE TERMINATED

1. Name of Six-Hour Course

2. Organization Type (Check one)

Sole Proprietor Partnership Corporation Limited Liability Corporation

3. Course Owners Mailing Address and Contact Information (USED FOR ALL CORRESPONDENCE)

Number, Street and Apt. No _____ -OR- _____ PO Box Number

City _____ State _____ County _____ Zip Code _____

Email Address (johndoe@aol.com for example) _____ School's Website Address _____

() _____ () _____
Area Code Business Phone Number Area Code Fax Number

4. Course Owners Physical Address (WHERE PERMANENT RECORDS ARE KEPT)

Number, Street and Suite No. _____

City _____ State _____ County _____ Zip Code _____

THIS FORM CONSISTS OF 2 PAGES



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**Six-Hour Course
OWNERSHIP INFORMATION PAGE**

5. Corporations: List name, titles of officers and contact number. **Partnerships:** For each partnership, list the name of each general partner and contact number. If any partner is a business entity, then list name and title of officers or partners, along with contact number. Attach an additional sheet if necessary.

Name (full name)	Title	Contact Number	% of Ownership (partnerships)

STATEMENT OF APPLICANT(S)

6. I certify that I will comply with all applicable provisions of the law of the Texas Department of Licensing & Regulation (Title 5, Texas Education Code, Chapter 1001) and the rules of the Texas Department of Licensing & Regulation (16 Texas Administrative Code, Chapter 84). I understand that providing false information on this application and all attachments may result in the revocation of the approval I am requesting and the imposition of administrative penalties.

Applicant Signature Date Signed

Printed Name Title

DRIVING SAFETY COURSE

COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE (DS-264A)

AND

INSTRUCTOR TRAINING GUIDE – SYNOPSIS AND OUTLINE (DS-264B)

Instructions

Before you begin to fill in any blanks on the originals of forms DS-264A (*Parts A and B*) and DS-264B (*Parts A and B*), make additional copies of the forms. Retain the originals in case you need additional copies.

Using the copies, place **Part A** next to **Part B** and line up the columns. You may want to connect the two parts with tape or staples.

These forms are designed to be used as an outline of your lesson plans for the six-hour driving safety course and the instructor training guide. Each column row will represent a lesson or unit included in your course. All topics required in the minimum course content must be reflected in the units/lessons. The synopsis must indicate the minimum time requirements established for each topic in the driving safety course. The synopsis must also provide a brief description of instructional activities (such as lecture, films, small group discussions, etc.). This description will provide staff an understanding of the planned delivery method for the course and the relevant instructional resources to be used in each unit/lesson of the course.

A **sample** of a Course Content Guide – Synopsis and Outline – Part A (Form DS-264S) has been provided as part of the course application packet.

Sample
(DS-264S)

**DRIVING SAFETY COURSE
COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART A**

Attached is a sample of a Course Content Guide – Synopsis and Outline for Part A of the Form DS-264A.

The sample does not include Part B of the form that provides information about motion picture films, slides, videos, and/or tape recordings; nor does it provide descriptions of the instructional activities used to present the material. These areas were left blank to provide you with the opportunity to adapt your course to comply with the sample.

If you choose to adopt this sample, you must include in your driving safety course content guide synopsis and outline, the title and length of motion picture films, slides, videos, and/or tape recordings used in your course. You must also provide a description of the method of delivery used to present the course and identify the relevant instructional activities and/or resources to be used in each unit/lesson of your driving safety course.

A COMPLETED COURSE CONTENT GUIDE (SYNOPSIS AND OUTLINE – PARTS A and B) AND INSTRUCTOR TRAINING GUIDE (SYNOPSIS AND OUTLINE – PARTS A and B) MUST BE SUBMITTED AS A PART OF THE DRIVING SAFETY COURSE APPLICATION PACKET.

DRIVING SAFETY COURSE

COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART A

CP#: _____ Name of Course: _____
Assigned by TDLR

SCHEDULED UNIT/LESSON	TIME: SEQUENTIAL & GENERIC	TIME: TOTAL	TITLE OF UNITS/LESSONS AND SUBTOPICS IN THE COURSE CONTENT GUIDE
<i>Identification of the order in which the units/lessons of instruction, breaks, and lunch period will be presented</i>	<i>Example: (0-50), (50-60), (60-90), etc.</i>	<i>Example: (15 minutes), (20 minutes), (30 minutes), etc.</i>	<i>(PLEASE NOTE: Failure to adequately identify the unit topics, subtopics, breaks, and lunch period may delay the approval process.)</i>
LESSON I	0-10	10 MINUTES	COURSE INTRODUCTION <ul style="list-style-type: none"> • Purpose and benefits of the course • Course and facilities orientation • Requirements for receiving course credit • Student course evaluation procedures • TDLR-provided information on course content
LESSON II	10-25	15 MINUTES	THE TRAFFIC SAFETY PROBLEM <ul style="list-style-type: none"> • Identification of the overall traffic problem in the United States, Texas, and the locale where the course is being taught • Death, injuries, and economic losses resulting from motor vehicle crashes in Texas • Five leading causes of motor vehicle crashes in Texas as identified by the Department of Public Safety
LESSON III	25-45	20 MINUTES	FACTORS INFLUENCING DRIVER PERFORMANCE <ul style="list-style-type: none"> • Attitudes, habits, feelings, and emotions (aggressive driving, etc) • Alcohol and other drugs • Physical condition (drowsy driving, etc.) • Knowledge of driving laws and procedures • Understanding the driving task • Extra instruction time
BREAK	45-55	10 MINUTES	BREAK
LESSON IV	55-85	30 MINUTES	TRAFFIC LAWS AND PROCEDURES <ul style="list-style-type: none"> • Passing • Right-of-way • Turns • Stops • Speed limits • Railroad crossings safety (statistics, causes, evasive actions) • Categories of traffic signs, signals, and highway markings • Pedestrians • Improved shoulders • Intersections • Occupant restraints • Anatomical gifts • Litter prevention • Law enforcement and emergency vehicles • Other laws as applicable (i.e. financial responsibility/compulsory insurance)

 Signature of Course Owner



DRIVING SAFETY COURSE

COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART A

CP#: _____ Name of Course: _____
Assigned by TDLR

SCHEDULED UNIT/LESSON	TIME: SEQUENTIAL & GENERIC	TIME: TOTAL	TITLE OF UNITS/LESSONS AND SUBTOPICS IN THE COURSE CONTENT GUIDE
<i>Identification of the order in which the units/lessons of instruction, breaks, and lunch period will be presented</i>	<i>Example: (0-50), (50-60), (60-90), etc.</i>	<i>Example: (15 minutes), (20 minutes), (30 minutes), etc.</i>	<i>(PLEASE NOTE: Failure to adequately identify the unit topics, subtopics, breaks, and lunch period may delay the approval process.)</i>
LESSON V	85-105	20 MINUTES	SPECIAL SKILLS FOR DIFFICULT DRIVING ENVIRONMENTS <ul style="list-style-type: none"> • Inclement weather • Traffic congestion • City, urban, rural, and expressway environments • Reduced visibility conditions – hills, fog, curves, light conditions (darkness, glare, etc.), etc. • Roadway conditions
BREAK	105-110	5 MINUTES	BREAK
LESSON VI	110-125	15 MINUTES	PHYSICAL FORCES THAT INFLUENCE DRIVER CONTROL <ul style="list-style-type: none"> • Speed control (acceleration, deceleration, etc.) • Traction (friction, hydroplaning, stopping distances, centrifugal force, etc.) • Force of impact (momentum, kinetic energy, inertia, etc.)
LESSON VII	125-145	20 MINUTES	PERCEPTUAL SKILLS NEEDED FOR DRIVING <ul style="list-style-type: none"> • Visual interpretations • Hearing • Touch • Smell • Reaction abilities (simplex and complex) • Judging speed and distance
LESSON VIII	145-160	15 MINUTES	DEFENSIVE DRIVING STRATEGIES <ul style="list-style-type: none"> • Trip planning • Evaluating the traffic environment • Anticipating the action of others
LUNCH <i>OR</i> END OF THE FIRST HALF	160-190	30 MINUTES	IF THE COURSE IS OFFERED IN ONE (1) DAY, THIS WILL BE THE TIME TO BREAK FOR LUNCH. THE LUNCH BREAK WILL BE A MINIMUM OF 30 MINUTES. IF THE COURSE IS OFFERED OVER A TWO (2) DAY PERIOD, THIS WILL BE THE END OF THE 1ST HALF.
LESSON IX	190-215	25 MINUTES	DEFENSIVE DRIVING STRATEGIES <i>(continued)</i> <ul style="list-style-type: none"> • Decision making • Implementing necessary maneuvers • Compensating for the mistakes of other drivers • Avoiding common driving errors • Interaction with other road users (motorcycles, bicycles, trucks, pedestrians, etc.)

 Signature of Course Owner



DRIVING SAFETY COURSE

COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART A

CP#: _____ Name of Course: _____
Assigned by TDLR

SCHEDULED UNIT/LESSON	TIME: SEQUENTIAL & GENERIC	TIME: TOTAL	TITLE OF UNITS/LESSONS AND SUBTOPICS IN THE COURSE CONTENT GUIDE
<i>Identification of the order in which the units/lessons of instruction, breaks, and lunch period will be presented</i>	<i>Example: (0-50), (50-60), (60-90), etc.</i>	<i>Example: (15 minutes), (20 minutes), (30 minutes), etc.</i>	<i>(PLEASE NOTE: Failure to adequately identify the unit topics, subtopics, breaks, and lunch period may delay the approval process.)</i>
LESSON X	215-240	25 MINUTES	DRIVING EMERGENCIES <ul style="list-style-type: none"> • Collision traps (front, rear, and sides) • Off-road recovery, paths of least resistance
BREAK	240-245	5 MINUTES	BREAK
LESSON XI	245-260	15 MINUTES	DRIVING EMERGENCIES <i>(continued)</i> <ul style="list-style-type: none"> • Mechanical malfunctions (tires, brakes, steering, power, lights, etc.)
LESSON XII	260-275	15 MINUTES	OCCUPANT RESTRAINTS AND PROTECTIVE EQUIPMENT <ul style="list-style-type: none"> • Legal aspects • Vehicle control • Crash protection • Operational principles (active and passive) • Helmets and other protective equipment • Dangers involved in locking or leaving children in vehicles unattended
LESSON XIII	275-295	20 MINUTES	ALCOHOL AND TRAFFIC SAFETY <ul style="list-style-type: none"> • Physiological effects • Psychological effects
BREAK	295-305	10 MINUTES	BREAK
LESSON XIV	305-325	20 MINUTES	ALCOHOL AND TRAFFIC SAFETY <i>(continued)</i> <ul style="list-style-type: none"> • Legal aspects • Synergistic effects • Countermeasures
LESSON XV	325-330	5 MINUTES	COMPREHENSIVE EXAMINATION
This time is added to any lesson or lessons as determined by Course Provider	330-360	30 MINUTES	The REMAINING REQUIRED 30 MINUTES of instruction shall be allocated to any topic(s) included in the minimum course content. The time could also be used for additional driving safety topics that satisfy the educational objectives of the course.
END			END OF COURSE

 Signature of Course Owner



DRIVING SAFETY COURSE COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART A

CP#: _____ Name of Course: _____
Assigned by TDLR

SCHEDULED UNIT/LESSON <i>Identification of the order in which the units/lessons of instruction, breaks, and lunch period will be presented</i>	TIME: SEQUENTIAL & GENERIC <i>Example: (0-50), (50-60), (60-90), etc.</i>	TIME: TOTAL <i>Example: (15 minutes), (20 minutes), (30 minutes), etc.</i>	TITLE OF UNITS/LESSONS AND SUBTOPICS IN THE COURSE CONTENT GUIDE <i>(PLEASE NOTE: Failure to adequately identify the unit topics, subtopics, breaks, and lunch period may delay the approval process.)</i>

THIS FORM MAY BE REPRODUCED IF ADDITIONAL PAGES ARE NECESSARY

 Signature of Course Owner

Page ____ of ____

DRIVING SAFETY COURSE COURSE CONTENT GUIDE – SYNOPSIS AND OUTLINE – PART B

CP#: _____ Name of Course: _____
Assigned by TDLR

CROSS REFERENCE INDEX CODE <i>Example: 1.0, 1.4, 2.3, 10.3, 11.2, etc.</i> <i>(Reference: SP-268, column 2)</i>	TITLE OF ANY MOTION PICTURE FILM, SLIDE, VIDEO, AND/OR TAPE RECORDINGS INCLUDED AS PART OF THE MAIN TOPIC, IF APPLICABLE <i>Note: The course shall include a minimum of 60 minutes of videos, including audio; however, the videos and other relevant instructional resources cannot be used in excess of 150 minutes of the 300 minutes of instruction.</i>	TOTAL LENGTH OF AUDIO/VISUAL MEDIA, ETC.	BRIEF DESCRIPTION OF INSTRUCTIONAL ACTIVITIES USED TO PRESENT THE MATERIAL <i>(lecture, films, other media, small group discussions, workbook activities, written/oral discussion, questions, etc.)</i>

THIS FORM MAY BE REPRODUCED IF ADDITIONAL PAGES ARE NECESSARY

Signature of Course Owner

Page ____ of ____

DRIVING SAFETY COURSE INSTRUCTOR TRAINING GUIDE – SYNOPSIS AND OUTLINE – PART A

CP#: _____ Name of Course: _____
Assigned by TDLR

SCHEDULED UNIT/LESSON <i>Identification of the order in which the units of instruction, breaks, and lunch period will be presented</i>	TIME: SEQUENTIAL & GENERIC <i>Example: (0-50), (50-60), (60-90), etc.</i>	TIME: TOTAL <i>Example: (15 minutes), (20 minutes), (30 minutes), etc.</i>	TITLE OF UNITS AND SUBTOPICS IN THE INSTRUCTOR TRAINING GUIDE <i>(PLEASE NOTE: Failure to adequately identify the unit topics, subtopics, breaks, and lunch period may delay the approval process.)</i>

THIS FORM MAY BE REPRODUCED IF ADDITIONAL PAGES ARE NECESSARY

Signature of Course Owner

Page ____ of ____

**DRIVING SAFETY COURSE
INSTRUCTOR TRAINING GUIDE – SYNOPSIS AND OUTLINE – PART B**

CP#: _____ Name of Course: _____
Assigned by TDLR _____

CROSS REFERENCE PAGE <i>(Page number in the instructor training guide that contains the information)</i>	TITLE OF ANY MOTION PICTURE FILM, SLIDE, VIDEO, AND/OR TAPE RECORDINGS INCLUDED AS PART OF THE MAIN TOPIC, IF APPLICABLE	TOTAL LENGTH OF AUDIO/VISUAL MEDIA, ETC.	BRIEF DESCRIPTION OF INSTRUCTIONAL ACTIVITIES USED TO PRESENT THE MATERIAL <i>(lecture, films, other media, small group discussions, workbook activities, written/oral discussion, questions, etc.)</i>

THIS FORM MAY BE REPRODUCED IF ADDITIONAL PAGES ARE NECESSARY

Signature of Course Owner

Page ____ of ____

CROSS-REFERENCE FORM – DRIVING SAFETY COURSE CONTENT

[19 TAC §176.1108(a)(1)(B)(x)]

INSTRUCTIONS

This form is used to cross-reference each of the requirements for driving safety course content to its location in the course materials. Please insert the appropriate page number(s) that contains the information. If the information is located on more than one page, multiple numbers should be stated.

COURSE NUMBER: _____ **COURSE NAME:** _____

CP#: _____ **NAME OF COURSE PROVIDER:** _____ **COURSE REVIEWED BY:** (TDLR Use)

(Assigned by TDLR)

PAGE NUMBER(S) FROM ADM SCRIPT	T D L R	I N D E X	MINIMUM COURSE CONTENT [19 TAC §176.1108(a)(1)(D) and §176.1110(a)and (b)] A Driving Safety Course shall include, as a minimum, materials adequate to assure the student masters the following items.	MINIMUM TIME FOR EACH UNIT	ACTUAL TIME PLANNED FOR EACH TOPIC
		1.0	COURSE INTRODUCTION [§176.1108(a)(1)(D)(i)] Objectives: <i>Orient students to the class.</i>	10	
		1.1	<input type="checkbox"/> purpose and benefits of the course; [§176.1108(a)(1)(D)(i)(I)]		
		1.2	<input type="checkbox"/> course and facilities orientation; [§176.1108(a)(1)(D)(i)(II)]		
		1.3	<input type="checkbox"/> requirements for receiving course credit; and [§176.1108(a)(1)(D)(i)(III)]		
		1.4	<input type="checkbox"/> student course evaluation procedures. [§176.1108(a)(1)(D)(i)(IV)]		
		1.5	<input type="checkbox"/> TDLR-provided information on course content. [§176.1108(a)(1)(D)(V)]		
		2.0	THE TRAFFIC SAFETY PROBLEM [§176.1108(a)(1)(D)(ii)] Objectives: <i>Develop an understanding of the nature of the traffic safety problem and to instill in each student a sense of responsibility for its solution.</i>	15	
		2.1	<input type="checkbox"/> identification of the overall traffic problem in the United States, Texas, and the locale where the course is being taught; [§176.1108(a)(1)(D)(ii)(I)]		
		2.2	<input type="checkbox"/> death, injuries, and economic losses resulting from motor vehicle crashes in Texas; and; [§176.1108(a)(1)(D)(ii)(II)]		
		2.3	<input type="checkbox"/> the top five contributing factors of motor vehicle crashes in Texas as identified by the Texas Department of Transportation. [§176.1108(a)(1)(D)(ii)(III)]		
		3.0	FACTORS INFLUENCING DRIVER PERFORMANCE [§176.1108(a)(1)(D)(iii)] Objectives: <i>Identify characteristics and behaviors of drivers and how they affect driving performance.</i>	20	
		3.1	<input type="checkbox"/> attitudes, habits, feelings, and emotions; (aggressive driving, etc.) [§176.1108(a)(1)(D)(iii)(I)]		
		3.2	<input type="checkbox"/> alcohol and other drugs; [§176.1108(a)(1)(D)(iii)(II)]		
		3.3	<input type="checkbox"/> physical condition; (drowsy driving, etc.) [§176.1108(a)(1)(D)(iii)(III)]		
		3.4	<input type="checkbox"/> knowledge of driving laws and procedures; and [§176.1108(a)(1)(D)(iii)(IV)]		
		3.5	<input type="checkbox"/> understanding the driving task. [§176.1108(a)(1)(D)(iii)(V)]		

CROSS-REFERENCE FORM – DRIVING SAFETY COURSE CONTENT (continued)

CP#: _____ COURSE NAME: _____

PAGE NUMBER(S)	INDEX	MINIMUM COURSE CONTENT	MINIMUM	ACTUAL
	4.0	TRAFFIC LAWS AND PROCEDURES [§176.1108(a)(1)(D)(iv)] Objectives: <i>Identify requirements of and rationale for applicable driving laws and procedures and to influence drivers to comply with the laws on a voluntary basis.</i>	30	
	4.1	[] passing; [§176.1108(a)(1)(D)(iv)(I)]		
	4.2	[] right-of-way (given not taken); [§176.1108(a)(1)(D)(iv)(II)]		
	4.3	[] turns; [§176.1108(a)(1)(D)(iv)(III)]		
	4.4	[] stops; [§176.1108(a)(1)(D)(iv)(IV)]		
	4.5	[] speed limits; [§176.1108(a)(1)(D)(iv)(V)]		
	4.6	[] railroad crossings safety: statistics, causes, and evasive actions; [§176.1108(a)(1)(D)(iv)(VI)]		
	4.7	[] categories of traffic signs, signals, and highway markings; [§176.1108(a)(1)(D)(iv)(VII)]		
	4.8	[] pedestrians; [§176.1108(a)(1)(D)(iv)(VIII)]		
	4.9	[] improved shoulders; [§176.1108(a)(1)(D)(iv)(IX)]		
	4.10	[] intersections; [§176.1108(a)(1)(D)(iv)(X)]		
	4.11	[] occupant restraints; [§176.1108(a)(1)(D)(iv)(XI)]		
	4.12	[] anatomical gifts; [§176.1108(a)(1)(D)(iv)(XII)]		
	4.13	[] litter prevention; [§176.1108(a)(1)(D)(iv)(XIII)]		
	4.14	[] law enforcement and emergency vehicles; and [§176.1108(a)(1)(D)(iv)(XIV)]		
	4.15	[] other laws as applicable (i.e., financial responsibility/compulsory insurance). [§176.1108(a)(1)(D)(iv)(XV)]		
	5.0	SPECIAL SKILLS FOR DIFFICULT DRIVING ENVIRONMENTS §176.1108(a)(1)(D)(v) Objectives: <i>Identify how special conditions affect driver and vehicle performance and to identify techniques for management of these conditions.</i>	20	
	5.1	[] inclement weather; [§176.1108(a)(1)(D)(v)(I)]		
	5.2	[] traffic congestion; [§176.1108(a)(1)(D)(v)(II)]		
	5.3	[] city, urban, rural, and expressway environments; [§176.1108(a)(1)(D)(v)(III)]		
	5.4	[] reduced visibility conditions - hills, fog, curves, light conditions (darkness, glare, etc.); and [§176.1108(a)(1)(D)(v)(IV)]		
	5.5	[] roadway conditions. [§176.1108(a)(1)(D)(v)(V)]		

CROSS-REFERENCE FORM – DRIVING SAFETY COURSE CONTENT (continued)

CP#: _____ COURSE NAME: _____

PAGE NUMBER(S)	INDEX	MINIMUM COURSE CONTENT	MINIMUM	ACTUAL
	6.0	<p align="center">PHYSICAL FORCES THAT INFLUENCE DRIVER CONTROL [§176.1108(a)(1)(D)(vi)] Objectives: <i>Identify the physical forces that affect driver control and vehicle performance.</i></p>	15	
	6.1	[] speed control (acceleration, deceleration, etc.); [§176.1108(a)(1)(D)(vi)(I)]		
	6.2	[] traction (friction, hydroplaning, stopping distances, centrifugal force, etc.); and [§176.1108(a)(1)(D)(vi)(II)]		
	6.3	[] force of impact (momentum, kinetic energy, inertia, etc.). [§176.1108(a)(1)(D)(vi)(III)]		
	7.0	<p align="center">PERCEPTUAL SKILLS NEEDED FOR DRIVING [§176.1108(a)(1)(D)(vii)] Objectives: <i>Identify the factors of perception and how the factors affect driver performance.</i></p>	20	
	7.1	[] visual interpretations; [§176.1108(a)(1)(D)(vii)(I)]		
	7.2	[] hearing; [§176.1108(a)(1)(D)(vii)(II)]		
	7.3	[] touch; [§176.1108(a)(1)(D)(vii)(III)]		
	7.4	[] smell; [§176.1108(a)(1)(D)(vii)(IV)]		
	7.5	[] reaction abilities (simple and complex); and [§176.1108(a)(1)(D)(vii)(V)]		
	7.6	[] judging speed and distance. [§176.1108(a)(1)(D)(vii)(VI)]		
	8.0	<p align="center">DEFENSIVE DRIVING STRATEGIES [§176.1108(a)(1)(D)(viii)] Objectives: <i>Identify the concepts of defensive driving and demonstrate how they can be employed by drivers to reduce the likelihood of crashes, deaths, injuries and economic losses.</i></p>	40	
	8.1	[] trip planning; [§176.1108(a)(1)(D)(viii)(I)]		
	8.2	[] evaluating the traffic environment; [§176.1108(a)(1)(D)(viii)(II)]		
	8.3	[] anticipating the actions of others; [§176.1108(a)(1)(D)(viii)(III)]		
	8.4	[] decision making; [§176.1108(a)(1)(D)(viii)(IV)]		
	8.5	[] implementing necessary maneuvers; [§176.1108(a)(1)(D)(viii)(V)]		
	8.6	[] compensating for the mistakes of other drivers; [§176.1108(a)(1)(D)(viii)(VI)]		
	8.7	[] avoiding common driving errors; and [§176.1108(a)(1)(D)(viii)(VII)]		
	8.8	[] interaction with other road users (motorcycles, bicycles, trucks, pedestrians, etc.). [§176.1108(a)(1)(D)(viii)(VIII)]		
	8.9	[] motorcycle awareness, including the dangers of failing to yield the right-of-way to a motorcyclist and the need to share the road with motorcyclist. [§176.1108(a)(1)(D)(viii)(IX)]		
	8.10	[] distractions relating to the effects of using a wireless communication device, including texting or engaging in other actions that may distract a driver from the safe or effective operation of a motor vehicle. [§176.1108(a)(1)(D)(viii)(X)]		

CROSS-REFERENCE FORM – DRIVING SAFETY COURSE CONTENT (continued)

CP#: _____ COURSE NAME: _____

PAGE NUMBER(S)	INDEX	MINIMUM COURSE CONTENT	MINIMUM	ACTUAL
	9.0	DRIVING EMERGENCIES [§176.1108(a)(1)(D)(ix)] Objectives: <i>Identify common driving emergencies and their countermeasures.</i>	40	
	9.1	[] collision traps (front, rear, and sides); [§176.1108(a)(1)(D)(ix)(I)]		
	9.2	[] off-road recovery, paths of least resistance; and [§176.1108(a)(1)(D)(ix)(II)]		
	9.3	[] mechanical malfunctions (tires, brakes, steering, power, lights, etc.). [§176.1108(a)(1)(D)(ix)(III)]		
	10.0	OCCUPANT RESTRAINTS AND PROTECTIVE EQUIPMENT [§176.1108(a)(1)(D)(x)] Objectives: <i>Identify the rationale for having and using occupant restraints and protective equipment.</i>	15	
	10.1	[] legal aspects; [§176.1108(a)(1)(D)(x)(I)]		
	10.2	[] vehicle control; [§176.1108(a)(1)(D)(x)(II)]		
	10.3	[] crash protection; [§176.1108(a)(1)(D)(x)(III)]		
	10.4	[] operational principles (active and passive); and [§176.1108(a)(1)(D)(x)(IV)]		
	10.5	[] helmets and other protective equipment. [§176.1108(a)(1)(D)(x)(V)]		
	10.6	[] dangers involved in locking or leaving children in vehicles unattended. [§176.1108(a)(1)(D)(x)(VI)]		
	11.0	ALCOHOL AND TRAFFIC SAFETY [§176.1108(a)(1)(D)(xi)] Objectives: <i>Identify the effects of alcohol on roadway users.</i>	40	
	11.1	[] physiological effects; [§176.1108(a)(1)(D)(xi)(I)]		
	11.2	[] psychological effects; [§176.1108(a)(1)(D)(xi)(II)]		
	11.3	[] legal aspects; [§176.1108(a)(1)(D)(xi)(III)]		
	11.4	[] synergistic effects; and [§176.1108(a)(1)(D)(xi)(IV)]		
	12.0	COMPREHENSIVE EXAMINATION [§176.1108(a)(1)(D)(xii) and §176.1110(a)(1)(F)] Objectives: <i>Determined by course owner. At least 2 test questions per required unit as set forth in §176.1108(a)(1)(D)(ii)-(xi).</i>	05	
	13.0	The REMAINING REQUIRED 30 MINUTES of instruction shall be allocated to the units/topics included in the minimum course content or to additional driving safety topics that satisfy the educational objectives.	30	
	14.0	First Break: Reference the pages in the ADM script where it provides for a break period. There should be an explanation for each scheduled break.	15	
	15.0	Second Break: (As Required)	15	
	16.0	Third Break: (As Required)	15	
	17.0	Fourth Break: (As Required)	15	
	18.0	Unique Items: Material in course content that is not cross-referenced in other places.		

FINAL EXAMINATION QUESTION CHART

CP#: _____ NAME OF COURSE: _____

NOTE: At least two questions from each topic must be asked.

Required Topics	Identify the Final Exam Questions (by number) for each Required Topic	<u>FOR TDLR USE</u> Number of Questions asked per Required Topic on Final Examination <i>(Minimum of 2 per Required Topic)</i>
Introduction	NA	NA
The Traffic Safety Problem		
Traffic Laws and Procedures		
Defensive Driving Strategies		
Alcohol and Traffic Safety		
Special Skills for Difficult Driving Environments		
Driving Emergencies		
Factors Influencing Driver Performance		
Perceptual Skills Needed for Driving		
Physical Forces That Influence Driver Control		
Occupant Restraints and Protective Equipment		
Comprehensive Examination	NA	NA
Total Questions <i>(Minimum Required: 20 Questions)</i>		

