NOTICE OF PROPOSED GUIDANCE DOCUMENT

Driver Training School - Starting Requirements

Pursuant to Wis. Stat. s. 227.112, the Wisconsin Department of Transportation is hereby seeking comment on Driver Training School – Starting Requirements s.343, a proposed guidance document.

PUBLIC COMMENTS AND DEADLINE FOR SUBMISSION

Comments may be submitted to the Wisconsin Department of Transportation for 21 days by: 1. Department's website: https://appengine.egov.com/apps/wi/dot/guidance-docs?guidDocId=DMV126

2. Mailing written comments to: Division of Motor Vehicles Wisconsin Department of Transportation 4822 Madison Yards Way PO Box 7336 Madison, WI 53707-7336

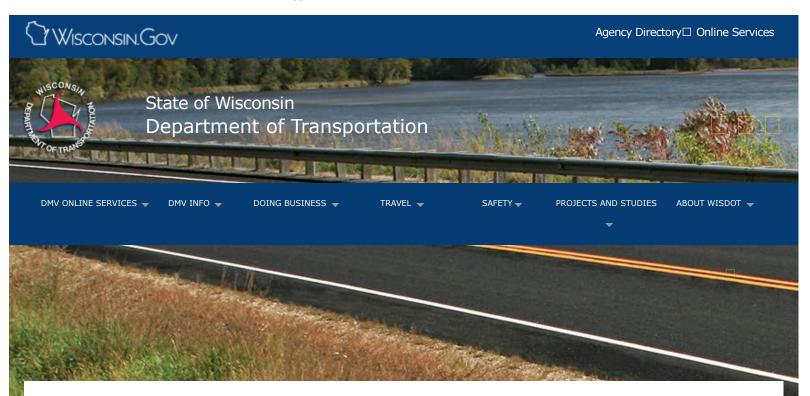
WEBSITE LOCATION OF FINAL GUIDANCE DOCUMENT

The final version of this guidance document will be posted at <u>wisconsindot.gov</u> to allow for ongoing comment.

AGENCY CONTACT

DOTDMVGuidanceDocs@DOT.WI.GOV

Wisconsin DMV Official Government Site - Driver school application and fee



Driver school application and fee

Opening/maintaining a driver training school

Find a driver training school

Find a failure to yield right of way course

Find a CDL training school

Motorcycle courses

Find a motorcycle school

Find a traffic safety school

Driver license/ID cards

Commercial license

Teen drivers

Vehicles

Complete Driver School Application form \Box MV3110 and submit it with the required fees. You must answer all questions on the application. Questions not answered or required documentation that is missing will delay the issuance of the school license. Refer to the Driver Training School Checklist form \Box MV3757 to ensure you submit all required documentation with your application.

The Driver School Application form is used to apply for an original, renewal or duplicate school license and to identify the age group that will be instructed.

- Adult only (18 years of age and over)
- Under 18 only
- Both adults and under 18 years of age
- Commercial motor vehicle (CMV) truck drivers

When you apply for an original school license, you must submit the following items:

- Driver School Application

 MV3110
- Copy of insurance policy (standard liability and vehicle)
- Driver School Bond
 MV3764 or Bond Alternative
 MV3755
- Driver Instructor Application

 MV3112
- Contract/agreement (school must develop)
- Fee schedule (school must develop)
- Copy of form used to record student record (school must develop)
- Driver Training School Office Certification

 MV3683
- Driver Training School Classroom Certification 🗆 MV3684
- Course summary for each type of lesson being offered (classroom; behind-the-wheel; 10-hour refresher and 40-hour instructor)
- Driver Training Vehicle Record Driver Training Vehicle Record MV3264 if behind-the-wheel instruction is offered

Information required in the application may include, but is not limited to:

- Name of applicant
- Present address of applicant
- Previous addresses of applicant in the past 5 years
- Description of applicant and description of facilities
- Training or experience instructing drivers
- The names of instructors and a list of driver training cars, if applying for driver school license
- Any other information deemed relevant to the decision to grant or deny a license

For more information

- Wisconsin State Statutes Chapter 343
- Wisconsin Administrative Code Chapter 105

Driver Training Schools

P.O. Box 7920 Madison WI 53707-7920

Email dotdrvrtrnschool@dot.wi.gov Phone (608) 264-7495 Fax (608) 223-7705



https://wisconsindot.gov/Pages/dmv/teen-driver/dr-trn-sch/application-and-fee.aspx[6/20/2019 3:28:25 PM]

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