

# Checklist for Online Driver Training Instructor Applications



## Starting Documents:

- Application (0115 form)
- Current FBI (federal level) - no older than 90 days
- Current BCI (state level) report- no older than 90 days
- Current official driving abstract - no older than 90 days
- \$25 New Instructor Fee
- Instructor Photo – 2 passport photos or emailed photo
- New Instructor Documentation/DTO 0186
- Basic Instructor Course Completion

## Supporting Documents:

- Certificate of completion
- Assessments signed and dated by instructor and AO or other licensed instructor
- Final Examination (passing score of 90%)
- Proof of Sexual Harassment Training