Checklist for Online Abbreviated Adult Driver Training
Instructor Applications

Starting Documents:

☐ Application (DTO 0121 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 0124
☐ 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