September 18, 2019

MEMORANDUM

TO: City and County Superintendents of Education

FROM: Eric G. Mackey
State Superintendent of Education

SUBJECT: School System Application for High School Driver Education Class

Enclosed is Form DE-1, which is used in applying for Driver Education classes for the 2019-2020 school year. This application is necessary to provide pertinent information to our staff regarding an Alabama State Department of Education approved Driver Education program.

The basic requirements for an approved class are: (1) a certified Driver Education teacher, (2) a dual-controlled automobile, and (3) a program that provides a minimum of 30-clock hours of classroom instruction and a sufficient amount of in-car instruction that meets the course objectives of the Performance-Based Evaluation Program. We also encourage the continued use of simulation equipment, where available, for the optimum Driver Education program.

Please return one copy of the enclosed application for each Driver Education instructor in each school by November 30, 2019. No copy of this application will be returned to you unless a deficiency is found in your Driver Education program. Questions regarding the application or your Driver Education program should be directed to Mr. Jeremy Seamon, or Mr. Brian Carter at (334) 694-4845 or by email at jseamon@alsde.edu, or bcarter@alsde.edu.

EGM/JS/FT
Enclosure
FY19-3063
Form DE-I  

Alabama State Department of Education (ALSDE)  

DRIVER EDUCATION INFORMATION REQUEST FORM*  

2019-2020  

Name of School System ___________________________  Name of High School ___________________________  

Telephone Number of High School ___________________________  School Email Address of Instructor ___________________________  

1. Name of instructor ___________________________  Cell number (_________ ) ___________  

2. Does the Driver Education instructor have a G-3 (DE) endorsement? ___________________________  

3. Did the Driver Education instructor complete the ALSDE summer preliminary certification courses?  
   If yes, in what year was the instructor trained? ___________________________  

4. Has the Driver Education instructor completed 3rd Party Training to road test their students?  
   If yes, in what year was the instructor certified? ___________________________  

5. How many classes per day will this instructor teach Driver Education? ___________________________  

6. Type of schedule used: ( ) Block ( ) Period ( ) Other – Explain: ___________________________  

7. What is the total number of Driver Education classes offered at this school? ___________________________  

8. How many students are registered for Driver Education this school year? ___________________________  

9. Do students pay a fee to take Driver Education? ______ If yes, amount of fee ___________________________  

10. List the year and make of vehicle(s) used in Driver Education ___________________________  

11. Does the school own or lease the vehicle(s)? ______ If leased, amount per year ___________________________  
   Model ___________________________  Year ___________  Mileage ___________________________  

12. What is the name and copyright date of the textbook currently being used in the Driver Education class  
   at this school? ___________________________  
   How many copies of this textbook does this school currently have? ___________________________  
   Boater Manuals ___________________________  Driver Manuals ___________________________  

I hereby certify that all minimum standards, including Boating Safety, 30 hours of classroom instruction and performance-based driving, as set forth by the Alabama Course of Study of the Alabama State Department of Education for high school Driver Education will be met and that the automobile(s) furnished by the local dealer or ALSDE will be used only for Driver Education.  

Date ___________________________  Signature of Superintendent ___________________________  

RETURN TO: Mr. Jeremy Seamon – ALSDE Driver Education  
   5308 Gordon Persons Building  
   P.O. Box 302101  
   Montgomery, AL  36130-2101  
   FAX – 334-694-4975  

* This application must be completed by each instructor in each school.