



Driver Education – Online Theory Program Application

Please type or print in ink and submit this application to: Pennsylvania Department of Education, School Safety Education Office, 333 Market Street, 3rd Floor, Harrisburg, PA 17126-0333.

Application Information. Check one category.

_____ This application is for approval for the period from July 1, 2016 through June 30, 2019.

_____ This application contains revised information to the previously submitted application and/or supporting documents.

School Information. Please type or print in ink.

Name of School _____

Address of School _____
(Street) (City) (ZIP Code)

Website Address _____

Name of Owner or Chief Administrative Officer _____

Phone # _____ - _____ Email _____
(Area Code)

Monitor/Teacher Information. Check the appropriate category. Please type or print in ink.

_____ Pennsylvania certified teacher with Driver and Safety Education Certification # _____

_____ Private driver training school classroom teacher, ID # _____

Name _____

Phone # _____ - _____ Email _____
(Area Code)

DEPARTMENT USE ONLY

Date Received: _____ Date of Application Review: _____

Date of Receipt Letter: _____ Date of Approval Letter _____

List Needed Items, If Any: _____

Place a Check by Each Item That You Are Submitting with this Application

1. _____ A rationale for the course consisting of at least 30 hours of instruction, including measurable goals/objectives and the estimated time required to complete the online course
2. _____ An explanation of how the online course will operate, including:
 - a. A copy of the enrollment agreement that includes a listing of all fees or costs associated with the program and a payment schedule;
 - b. A statement that the course will be free from advertisements; and
 - c. A statement that the course will be free from items that could have a negative impact on one's good moral character.
3. _____ A hard copy of all information that will be provided to students online, including voice and/or text
4. _____ A course outline for each lesson with a cross reference to each Driver Education Content Expectation
5. _____ A listing of texts, materials and supplies that will be provided to participants or pages that can be downloaded by students
6. _____ A listing of websites that the student will be required to visit, including specific links and content to be learned
7. _____ A listing of questions, tests and quizzes that students will be expected to respond to online for each lesson
8. _____ A detailed explanation of how student progress will be monitored by a Pennsylvania certified teacher, with certification in Driver and Safety Education or by a licensed private driver training school classroom teacher
9. _____ A detailed explanation of how the school will identify participating students
10. _____ A complete description of the evaluation/grading system that includes:
 - a. A written final examination that will account for at least 40 percent of the final grade for the course;
 - b. A listing of predetermined locations and designated dates for the written final examination to be administered;
 - c. The final examination to be administered under the supervision of a certified teacher, school principal, assistant principal, school counselor or a licensed private driver training school classroom teacher;
 - d. A listing of instructions for the return of the final exam by the test administrator; and
 - e. Any other accommodations needed to complete the course successfully.
11. _____ A copy of the certificate that will be issued for successful completion of the online course
12. _____ A copy of the Pennsylvania teaching certificate or private driver training school teacher's identification card

Certification By Owner or Chief Administrative Officer.

I certify that the foregoing application statements and supporting documents are true and correct to the best of my knowledge and belief. I also agree that the online driver education program will only be offered to students after the school receives approval from the Pennsylvania Department of Education.

I certify that the above named school will follow the Pennsylvania Department of Education's policy that governs online theory driver education programs and agree to notify the Department of any changes to the application and supporting documents.

Signature of Owner or Chief Administrative Officer

Date