Instructor Training for Commercial Driving Schools

Recommended to be included in your instructor training course:

1. A license check and questionnaire about driving record, violations, D.U.I's, etc.

2. A driving evaluation

3. Observation of classroom teaching techniques

4. Observation of B-T-W teaching techniques

5. Classroom lessons/instruction pertaining to:
   a. grading written tests
   b. filling out DE 99's/procedures for issuing certificates of completion
   c. giving eye exams
   d. simulator mechanics and operation of (if available)
   e. administering tests for night blindness, color blindness, glare recovery, reaction time, peripheral vision, and any other tests you might use at your school.
   f. preparing contracts to be used with students (if necessary)
   g. enrollment procedures (if necessary)

6. Behind-the-wheel lessons/instruction pertaining to:
   a. teaching techniques for various skills such as: parallel parking, angle parking, perpendicular parking; hill parking; passing, turning; expressway driving/highway driving; gravel roads, heavy traffic; and any other areas you think you have particularly useful teaching techniques.
   b. observation strategies/techniques and alertness
   c. range techniques and procedures
   d. filling out progress reports and B-T-W competency reports

7. Written **tests** covering the **Kansas Driving Handbook**, State Rules and Regulations, the new **GDL**, and any other tests you deem important and necessary for an employee of yours to know and understand.

Remember: According to K.S.A. 8-276 your instructors must complete a course consisting of **30 hours** of classroom and **24 hours** behind-the-wheel training if they do not hold a current driver education endorsement from the State of Kansas. I hope this information gets you started in putting your course together. When complete, please send me a copy of your instructor course for approval.

Sincerely,

Joan Peterson
Driver Education Consultant
785-296-8107

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