

## DRIVE SCHOOL INSTRUCTOR LICENSING REQUIREMENTS

NAC 483.725 **"Instructor"** defined. (NRS 481.051, 483.760) "Instructor" means a person who is licensed by the department to teach either the classroom instruction phase or the behind-the-wheel training phase of a course of training in automobile driver education.

1. Certificate of Employment (OBL236) must be completed in full and signed by the applicant and a principal of the business. NRS 483.700
2. Personal History Questionnaire (OBL242) completed in full. NRS 483.720.1
3. Applicant photograph, at least 2 inches x 2 inches (passport photo size) and show full face, shoulders and above.
4. One set of fingerprints. Applicants must be fingerprinted by an authorized DMV representative or a law enforcement agency. Some agencies may charge for fingerprinting. Check with your local agency. NAC 483.752.2 (a) (1) License cannot be approved until background investigation is complete.
5. DPS Civil Applicant Waiver (OBL256) completed and signed by each applicant.
6. Fingerprint processing fee: \$36.25 NRS 483.7205
7. Drive School Instructor Disclaimer (OBL280) completed and signed by applicant. Signature must be notarized or witnessed by an authorized DMV representative. NRS 483.760
8. Non-refundable license fee of \$11 per driving instructor, which includes a Technology fee. License fees are due annually. NRS 483.780
9. A resume that summarizes the applicant's education, experience, certification as an instructor and fitness for the position. NAC 483.752.1 (e)
10. Any certificates which substantiate that the applicant meets the qualifications for licensure as an instructor. NAC 483.752.1 (f)
11. Proof acceptable to the department that the applicant possesses a valid driver's license issued by this state. Behind-the-Wheel instructor must submit evidence that he/she has possessed, for at least 5 years, a driver's license of the classification necessary for the type of vehicle in which he/she will be giving instruction. Has no more than two (2) moving traffic violations in past 24 months, has not been suspended or revoked within the past three (3) years and has no convictions involving alcohol or controlled substances within the past three (3) years. NAC 483.752

Drive School Instructor Licensing Requirements (continued)

12. Pass a written examination administered by the department, with a score of at least 80 percent. NRS 483.720.2
13. Behind-the-Wheel instructor must also pass a practical demonstration of driving ability as prescribed by the department in the type of vehicle, for which he will be instructing, with a score of at least 80 percent. The driving skills test is administered by the department. NAC 483.752.2 (b)
14. Education requirements:
  - A. Proof acceptable to the department that the applicant has received a high school diploma or equivalent; or if the application is for licensure as an instructor for a school for training drivers to operate commercial motor vehicles, has accumulated, in the seven (7) years immediately preceding his application, not less than five (5) years' experience in the operation of commercial vehicles. NAC 483.752.1.
  - B. An applicant who seeks approval to provide classroom instruction to a person under 18 years of age must, submit school transcripts or other documentation as proof of completion of at least 40 hours of instruction at the college level, or the equivalent thereof, as evidenced by the accumulation of 4 credits for continuing education or other training acceptable to the department that pertains to the development of skills related to driving or providing instruction. NAC 483.752.3
  - C. An instructor in a school for training commercial vehicle operators and an instructor who is not approved to provide classroom instruction to a person who is under 18 years of age may submit proof of other education and experience that is deemed acceptable to the department. NAC 483.752.3
15. For renewal of instructor's license, provide evidence satisfactory to the department that, during the period of the license, he completed at least four (4) credits of continuing education. NAC 483.762.3 (a)
  - A. A course of instruction relating to the training of drivers approved by the department; or NRS 483.730.3
  - B. A state or national conference approved by the department of education for credit for continuing education. NRS 483.730.3

Nevada Revised Statute 483.700 to 483.780

Nevada Administrative Code 483.708 to 483.795