



Virginia Department of Motor Vehicles  
Post Office Box 27412  
Richmond, Virginia 23269-0001  
www.dmv.virginia.gov

## Home-Schooled In-Car Driver Education INFORMATION SHEET

### HOME-SCHOOLED INSTRUCTIONS

1. If you meet the requirements for home-school instruction under §§ 22.1-254 (B) or 22.1- 254.1 of the Code of Virginia, you may provide in-car driver education instruction to your child. To apply for authorization, submit a separate Home-Schooled In-Car Driver Education Parental Authorization application form (HS 1) for each child.  
  
If, for any reason, your child no longer meets the requirements for home-schooling, you must notify DMV to terminate home schooled in-car instruction.
2. To qualify to teach in-car driver education to your child, you must:
  - Hold a valid Virginia driver's license.
  - Have no convictions of voluntary or involuntary manslaughter in violation of §§ 18.2-35 or 18.2-36 of the Code of Virginia or a substantially similar law in another state in the last 11 years.
  - Permit DMV to monitor your driving record until your child successfully completes the DMV road skills test.
  - Provide one of the following documents showing proof that your child is home schooled:
    - A copy of notification to the school division superintendent/designee of your intent to home-school the child.
    - A letter from the school division superintendent/designee acknowledging that the requirements for home-schooled instruction have been satisfied.
  - Enclose the original (photocopies will not be accepted) of one of the following to show proof that the classroom portion of the driver education program was completed.
    - DTS-36 form from a driver training school
    - Certificate from an online course taken through a DMV-licensed driver training school
    - DEC-1 form from a public/private school
    - Certificate from an approved home-schooled correspondence course
3. Mail the Home-Schooled In-Car Driver Education (HS 1) form and attachments to the Driver Training Work Center at the following address: DMV, P.O. Box 27412, Richmond, VA 23269-0001
4. DMV will mail a Letter of Authorization enabling the parent to provide in-car instruction to your child.
5. After receiving the Letter of Authorization, you must follow Module 13 of the Curriculum Scope and Sequence Modules for Driver Education in Virginia (Virginia Board of Education approved). This information is available online at:
  - <https://www.doe.virginia.gov/teaching-learning-assessment/instruction/driver-education>
6. Your child must complete:
  - The In-Car Maneuvers Observation Record (CSMA 19).
  - 7 50-minute periods of driving (at least 50 miles)
  - 7 50-minute periods of observation. If the child may observe you driving utilizing the lesson plans in the training module.
  - No more than 2 periods of instruction in any 24-hour period (1 period of driving and 1 period of observing)
  - At least 45 hours of additional driving, 15 hours of which must occur after sunset. See the online parent/ teacher guide available at:
    - <https://www.doe.virginia.gov/teaching-learning-assessment/instruction/driver-education>
7. Once your child completes in-car training, holds his or her learner's permit for 9 months, and reaches the age of 16 years and 3 months, you may take the Letter of Authorization and the completed In-Car Maneuvers Observation Record (CSMA 19) to a DMV customer service center to take the road skills test.
8. DMV will administer the final road skills test. Upon successful completion of the road skills test, DMV will issue a Virginia Driver Training Certificate - Home-Schooled (HS 2). When accompanied by a valid Virginia Learner's Permit, the HS 2 will serve as a temporary driver's license.

A complete list of licensing requirements can be found at [dmv.virginia.gov](http://dmv.virginia.gov).

## RE-EXAMINATION REQUIREMENTS

The home-schooled student who fails the Driver General Knowledge Test or the Behind-the-Wheel (Road Skills) Test three times cannot take the test a fourth time until he/she has successfully passed a driver education course approved by DMV under § 46.2-325(B) of the Code of Virginia.

### 1. **GENERAL INFORMATION**

- Visit the DMV website, for information on schools and courses:
  - For a list of approved correspondence courses - enter <https://www.dmv.virginia.gov/licenses-ids/learners/homeschoolers>
  - For a list of driver training schools - enter <https://www.dmv.virginia.gov/licenses-ids/improvement/clinics-schools>
- To study to retake either or both tests follow the steps outlined below.

### 2. **DRIVER GENERAL KNOWLEDGE TEST**

- Complete driver education course from approved correspondence course, public or private school, or licensed driver training school.
- Take one of the forms below as proof of completion to retake the knowledge exam. Show proof of course completion to a DMV customer service representative.
  - Certificate from an approved correspondence course.
  - DTS-B form from a driver training school.
  - DTS-1 form from a public/private school.
  - DTS-C form (Classroom Module for Driver Training Course), from a driver training school.
- Retake the Driver General Knowledge Test at DMV.

### 3. **BEHIND THE WHEEL (ROAD SKILLS) TEST**

- Complete one of the following listed below:
  - Enrolling with a DMV-approved driver training school **or**
  - Completing Module 13 - Behind the Wheel with a parent/legal guardian who has been authorized by DMV to conduct the in-vehicle instruction. A copy of Module 13 of the Curriculum and Administrative Guide for Driver Education in Virginia is available online at <https://www.doe.virginia.gov/teaching-learning-assessment/instruction/driver-education>
- Show proof of course completion to a DMV customer service representative at any Customer Service Center. Present the original copy (photocopies will not be accepted) of one of the following:
  - DTS-B form from a Driver Training School.
  - Completed CSMA 19, In-Car Maneuvers Observation Record.
  - DTS-C form (In-vehicle module for the Driver Training Course), from a driver training school.
- Retake the road skills test at DMV.

### QUESTIONS?

Contact **Customer Contact Center** at (804) 497-7100.