

Home-Schooled In-Car Driver Education INFORMATION SHEET

1. A parent/legal guardian who meets the requirements for home school instruction under Virginia Code §§ 22.1-254 (B) or 22.1- 254.1 may provide in-car driver education instruction to his or her own child under age 18 if authorization is obtained from DMV before the training begins. 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If, for any reason, your status as a home-schooling parent/guardian expires or is rescinded or if your child no longer meets the requirements for home-schooling, it is your responsibility to notify DMV and terminate the home schooled in-car instruction.

2. The home-schooling parent/guardian must have the following qualifications:
 - Hold a valid Virginia driver's license.
 - Have an accumulation of no more than six demerit points in the last 12 months.
 - Have no convictions of driving while intoxicated in violation of Virginia Code § 18.2-266 or a substantially similar law in another state in the last 11 years.
 - Have no convictions of voluntary or involuntary manslaughter in violation of Virginia Code §§ 18.2-35 or 18.2-36 or a substantially similar law in another state in the last 11 years.
 - Grant consent to DMV to review and monitor the the parent's/guardian's driving record throughout the authorization period and until the child successfully completes the DMV road skills test.
 - Maintain proper vehicle insurance as required by Virginia Code.
 - Provide one of the following documents acknowledging that the requirements for home-schooled instruction under Virginia Code §§ 22.1-254 (B) or 22.1-254.1 have been satisfied. A separate document/letter must be submitted for each child.
 - 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

IMPORTANT NOTE:

- Planning District 8 (counties of Arlington, Fairfax, Loudoun and Prince William and the cities of Alexandria, Fairfax, Falls Church, Manassas and Manassas Park), – student must show proof (form DEC 1 from public school or DTS 36 from driver training school) that the student and parent or guardian completed the additional 90-minute driver education component as a part of the in-classroom portion of the driver education curriculum in-person.
 - Students outside of Planning District 8 may be required by his/her school division to complete the additional 90-minute parent and student driver education component. The course can be completed online or in-person.
 - A home-schooled student is exempted from parent/student component of a school's driver education program if the student meets one of the following categories:
 - o Is at least 18 years old,
 - o Is an emancipated minor, or
 - o Is an unaccompanied minor who is not in the physical custody of their parent or guardian.
3. Complete, sign and mail the HS 1 form and attachments to: Commercial Licensing Work Center at the address above.
 4. Within 10 working days of receipt of the HS-1, DMV will mail a Letter of Authorization which enables you to provide in-car instruction to your child.
 5. After receiving the Letter of Authorization, you must follow Module 11 of the Curriculum Scope and Sequence Modules for Driver Education in Virginia (Virginia Board of Education approved). This information is available online at:
http://www.doe.virginia.gov/instruction/driver_education/curriculum_admin_guide/module11.pdf.
 6. Your child must complete:
 - Practice of the Behind-the-Wheel skills using the CSMA 19, In-Car Maneuvers Observation Record.
 - 7 periods (50 minutes each) of driving (at least 50 miles)
 - 7 periods (50 minutes each) of observation If no other student is taking the course, the child may observe the parent/guardian 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) Training received prior to the date of the Letter of Authorization will not be credited toward the in-car requirements.
 - at least 45 hours of additional driving time must be provided, 15 hours of which must occur after sunset. See the online parent/teacher guide available at:
http://www.doe.virginia.gov/instruction/driver_education/parent_teen_driving_guide.pdf
 7. Upon completion of your child 's in-car training - and your child has held a learner's permit at least 9 months and is at least 16 years and 3 months. - you must present the Letter of Authorization and a completed CSMA 19 at a DMV customer service center in order 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). The parent/guardian must sign the HS 2. When accompanied by a valid Virginia Learner's Permit, the HS 2 will serve as a driver's license.
 9. The Juvenile and Domestic Relations Court in your jurisdiction will notify the student concerning the licensing ceremony at which time the permanent license is presented. If the student is under age 18 at the time of the court ceremony, the parent/guardian must be present with the student at the ceremony.

Questions? Contact DMV Direct at (804) 497-7100