



## TEXAS DRIVER EDUCATION PARENT TAUGHT COURSE GUIDE

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### STEP 1: PURCHASE THE PARENT TAUGHT COURSE

The first step in the process is to purchase the 32-hour Parent Taught Course from the National Highway Safety Administration [here](#).

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### STEP 2: ORDER THE PARENT TAUGHT PACKET

*If you do not have the Parent Taught Packet, do not start the course yet.* The next step of the process is ordering the Parent Taught Drivers Ed (PTDE) Packet from the Texas Department of Licensing and Regulation (TDLR). You can order the packet from the TDLR and submit the mandatory \$20 state fee online [here](#).

The PTDE packet contains forms that you'll fill out and submit to your local DPS office when you get your permit and license. The DPS will also ask to see your PTDE program guide packet receipt. *You won't be able to get your permit or license without these forms and your receipt*, so it's important to order your packet before or as soon as you start your Parent Taught Drivers Ed course. [Note: The inclusion of a receipt with the packet is a new requirement as of November 14, 2016. If you ordered your packet *before* November 14, 2016, the DPS should *not* require you to present your receipt.]

When you order your packet online, you can request to have it mailed or emailed to you. On average, it takes about 2-3 weeks to receive it by mail. It takes about 2-3 days to receive it by email.

Once you receive your PTDE packet, feel free to read through it. However, you don't need to fill out any of the forms in it until you're ready to get your permit or license at the DPS. So, for now, just set your packet aside in a place you know you won't lose it.

When you're ready to get your permit or license at the DPS, we will give you a list of what forms in the packet you need to bring with you.

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## STEP 3: START THE ONLINE COURSE AND COMPLETE MODULE 1

In order to get your permit, you'll need to complete Module 1 (the first six hours of the course) and successfully pass the Module 1 Assessment. You will need to score at least a 70% to pass. The test consists of 35 questions. You will need to answer 25 of the 35 questions correctly in order to pass. Don't worry, you can take the assessment as many times as needed in order to pass and there are no additional fees for re-testing.

**NOTE: State law requires that you not spend more than two hours per day taking the course.**

After you complete the Module 1 Assessment, you can download your DE-964 for your permit. You will need the DE-964 in order to go to the DPS and apply for your permit.

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## STEP 4: GO TO THE DPS AND GET YOUR DRIVING PERMIT

After you pass the Module 1 Assessment, you can download the DE-964 Permit Certificate. You will need this certificate and other forms to go to the DPS office and apply for your permit so you can start driving.

There are two methods for completing the course. The *block method* requires that the student complete all 32-hours of classroom instruction before they can apply for their permit and start driving. Whereas, the *concurrent method* allows the student to apply for their permit and start driving as soon as they complete Module 1 of the course.

When taking the concurrent method, it is important that you apply for your permit after Module 1, because the Texas Graduated Driver License (GDL) program is designed to allow the student to complete the behind-the-wheel hours with their parent instructor while they complete Modules 2-12 of the 32-hour course.

After you complete Module 1, below is a list of things that you will need to take with you to the DPS to apply for your permit.

- ✓ **DE-964 Permit Certificate**

- You can download and print your certificate after you complete Module 1 of the online course.
- Your parent/instructor will need to sign the DE-964 as your instructor.

- ✓ **Your Parent Taught Instructor**

- ✓ **Classroom Instruction - Driver Education Affidavit**

- You can get this from the Parent Taught Packet
- We are Parent Taught Course #131

✓ **Texas Residency Affidavit**

- You can get this from the Parent Taught Packet

✓ **PTDE Packet Receipt**

- You should have received this when you ordered your Parent Taught Packet (only if you ordered the packet on or after November 14, 2016)

✓ **Verification of Enrollment (VOE) Form\***

- You can download it [here](#)
- **What do I do with it?** You will need to get this filled out by an administrator in your school. If you get your VOE during the last week of the school year, it is good until the start of the fall semester. During the summer, you can head to your school district's administrative office and have them sign your VOE form.

✓ **Learner License Application Fee**

- You will need to pay a \$16 fee for the application to the DPS.

✓ **Proof of Social Security**

- You will need to bring your original Social Security Card.

✓ **Proof of Identity & Lawful Presence**

- You can provide at least one of the following:
  - Texas ID
  - US Passport
  - US Citizenship Certificate
  - A Birth Certificate and at least two of the following: Social Security Card, Immunization Records, Hospital-Issued Birth Record, Medicare or Medicaid Card, Report Card, Photo ID Card.

✓ **Proof of Texas Residency**

- You can provide at least two of the following: Report Card, Application for Driver License or Identity Card

✓ **Application for Driver License or Identification Card**

- You can get this application when you go to the DPS or download it [here](#).

Once you have your permit, you can start driving. The behind-the-wheel instruction is explained in the Parent Taught Packet. Be sure to fill out the Packet as you go. This will make it much easier when you apply for your license after 6 months have passed and you have completed the required behind-the-wheel hours and the 32-hour course.

**Note:** The six-month permit period starts on the day that you receive your permit at the DPS. When you have your permit, you are only allowed to drive if there is a licensed adult 21 years old or older with you in the car. There are no restrictions on what hours you may drive during the day or night, but you must be accompanied by a parent or guardian during the late hours of the night.

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## STEP 5: COMPLETE YOUR BEHIND-THE-WHEEL HOURS

Now you will need to complete 44 hours of state-required behind-the-wheel instruction and practice. The behind-the-wheel hours are divided into the following two segments:

- ✓ You must complete at least 14 hours of behind-the-wheel instruction with your official parent instructor. This is explained in the PTDE packet. The student will observe the parent instructor for seven of the hours. The parent instructor will observe the student for the other seven hours.
- ✓ You must also complete 30 hours of behind-the-wheel practice with any licensed adult 21 years old or older (10 of these hours must be done at night). You'll list these hours in the Behind-the-Wheel Practice Log of the PTDE packet.

If you want a guide to completing the 30 hours of behind-the-wheel practice, you can use the 30-Hour Behind-the-Wheel Guide from the state of Texas [here](#).

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## STEP 6: COMPLETE MODULES 2-12 OF THE ONLINE COURSE

Before you can apply for your license, you will need to finish up the rest of your Parent Taught course (Modules 2-12). You can download your DE-964 Certificate for a license after you complete the entire course and final assessment. You will present this certificate to the DPS when you test for your license.

You will need to score at least a 70% to pass. The test consists of 60 questions. You will need to answer 42 of the 60 questions correctly in order to pass. Don't worry, you can take the assessment as many times as needed in order to pass and there are no additional fees for re-testing.

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## STEP 7: COMPLETE THE IMPACT TEXAS TEEN DRIVERS (ITTD) COURSE

The Impact Texas Teen Drivers program (ITTD) is a free, two-hour video course provided online by the Texas DPS. All students who have taken Texas Parent Taught Drivers Ed or Instructor Taught Drivers Ed and have received a Certificate of Completion are required to complete the ITTD program no more than 90 days before their driving exam. **The ITTD program is not optional.**

The ITTD program is made up of eight 15-minute videos, totaling two hours. You can choose to watch all eight modules at one time or watch the modules separately at different times.

When you complete the ITTD program, the DPS will email you a certificate. You must print out this certificate and present it at the DPS when you take your driving exam. If you are unable to receive your ITTD certificate through email, you can [log into your ITTD account](#) and access it there.

While there is no expiration date on the ITTD certificate, you must take the ITTD program no more than 90 days before your driving exam. Therefore, if you don't pass your driving exam within 90 days of the date on your ITTD certificate, you must take the ITTD program again and get a new ITTD certificate.

To learn more about the ITTD program and take the course, click [here](#).

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## STEP 8: GET YOUR LICENSE

You can get your Texas license if you meet all of the following requirements:

- ✓ You have held your permit for at least six months.
- ✓ You are at least 16 years old.
- ✓ You have completed all 12 modules of our 32-hour online course and have received a DE-964 Certificate of Completion from us.
- ✓ You have received a certificate of completion from ITTD, certifying that you have completed the ITTD course no more than 90 days prior to the date when you schedule your in-car exam.
- ✓ You have completed all 44 hours of behind-the wheel instruction and practice.

If you meet all of these requirements, you can schedule a driving exam at your local DPS.

Below is a list of items you will need to bring with you when you go to the DPS to apply for your license.

- ✓ **DE-964 License Certificate**
  - You can download and print your certificate after you complete Module 12 of the online course.
  - Your parent/instructor will need to sign the DE-964 as your instructor.
- ✓ **Your permit**
- ✓ **PTDE Packet Receipt**
  - You should have received this when you ordered your Parent Taught Packet (only if you ordered the packet on or after November 14, 2016)
- ✓ **Behind-the-Wheel Instruction – Driver Education Affidavit**
  - This is in your Parent Taught Packet.
  - We are Parent Taught Course #131
- ✓ **A Vehicle to Take the Exam**
  - Along with a vehicle, you will also need to bring proof of insurance for the car being used, a current registration sticker, a current inspection sticker, and two license plates (for the front and back of the car).
  - Your name does not need to be on the car insurance.
- ✓ **Your Glasses or Contacts (if you need to wear them)**
- ✓ **Your Parent Instructor**
  - Your Parent Instructor will need to be present with you at the DPS.
- ✓ **[ITTD](#) program certificate of completion (dated within 90 days of your driving exam)**

✓ **Verification of Enrollment (VOE) Form\***

- You can download it [here](#)
- **What do I do with it?** You will need to get this filled out by an administrator in your school. If you get your VOE during the last week of the school year, it is good until the start of the fall semester. During the summer, you can head to your school district's administrative office and have them sign your VOE form.

✓ **Application for Driver License or Identification Card**

- You can get this application when you go to the DPS or download it [here](#).

✓ **Provisional License Application Fee**

- You will need to pay an \$11 fee for the application to the DPS.

The next step is to take the driving exam. We recommend that you make an appointment at your DPS to take your driving exam. Most DPS offices allow you to schedule a driving exam online, which is smart considering that some DPS offices may be booked months in advance for driving exams. You can look at multiple DPS locations nearest you to find the earliest date and time possible for you.

[Click here](#) to view DPS offices near you and schedule a driving exam. When it asks for your Texas Driver License number, you can enter your Texas ID number or permit number. This is required in order for you to confirm your appointment.

If online scheduling is available, the office listing will include a link to "Schedule a driving test online" or "Get in line online." If your local DPS does not offer this service, it could be a long wait, so you should call them.

If you fail the driving test, you are given three attempts to pass within 90 days before a new \$16 fee is charged. You can go back to the DPS as early as the next day to retake the exam.

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\*If you are home-schooled, write "Home School" or the name of your home school on the top left corner of the form and your county on the top right corner of the form. Check the first box, indicating your student is enrolled in a home school. Type or print the student's name. Type or print one parent's name and phone number in Administrator/Designee section. Both the student and the parent must sign and date the form.