



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
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