



**Building Better Drivers, One Teen at a Time.**

<b>Grapevine</b> 230 N. Main 317-310-0193	<b>Coppell</b> 580 Denton Tap #200 469-549-0002	<b>Trophy Club</b> 2775 Bobcat Blvd. 317-310-0193	<b>Boyd</b> 700 Knox Ave. 317-310-0193
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## **I'VE COMPLETED THE COURSE - *WHAT DO I DO NOW?***

**CONGRATULATIONS!** You have now completed the state approved Driver Education Course for teenagers in the state of Texas.

Texas State Law requires that you must be at least 16 years of age and must have held an ACTIVE permit for at least 180 days (6 months) before applying for a permanent driver's license.

This means that, even if you are now 16 years of age or older, if you have NOT held your learner's permit for 180 days (6 months), you cannot apply for your license until that time. (This date will be shown on your learner's permit.)

This envelope contains your Driver Education Completion Certificate. This form, along with the others shown on the reverse side, must be taken to the Texas Department of Public Safety (DPS) to get the driver's license. You will take a driving test at the Texas DPS after the paperwork is taken care of.

Until you are ready to go to the Texas DPS, keep this envelope in a safe place. If you lose these papers, we can provide a duplicate copy; however, we will charge \$10.00 to make this duplicate copy.

When you have had your permit for a period of 180 days and you are at least 16 years of age, you can schedule your driving test at the Texas DPS.

Addresses of several of the Texas DPS offices in this area are shown below. You can go to any DPS office in the state of Texas to obtain the license.

**There are many DPS locations that will now allow you to schedule your appointment for the driving test online.**

To schedule your driving test online, please visit the Texas DPS website via this link:

**[http://www.txdps.state.tx.us/administration/driver\\_licensing\\_control/rolodex/search.asp](http://www.txdps.state.tx.us/administration/driver_licensing_control/rolodex/search.asp)**

The information on their website will provide all DPS locations, their operating hours and whether or not they allow online scheduling as well as the instructions on how to schedule your driving test.

### **Texas DPS Offices Located in Northern Tarrant and Northern Dallas Counties**

**\*\*\* Fort Worth: DPS Mega Center: 8301 Brentwood Stair Rd, Phone: 817.285.1900 \*\*\***

**Carrollton:** 2625 Old Denton Road, Suite 464, Phone 972.245.5800

**Decatur:** 2000 South Trinity, Phone 940.627.5694 (currently does not allow test scheduling on-line)

**Denton:** 820 N. Loop 288, Phone: 940.484.6666

**Hurst:** 624 Northeast Loop 820, Phone: 817.299.1300

**Irving:** 1003 West 6<sup>th</sup> Street, Phone: 972.253.4171

**Lewisville:** 190 N Valley Pkwy, Suite, 201, Phone: 972.221.8081

**Thank you for choosing Green Light Driving Academy for your driving education needs.**

(Continued on reverse side)

**Please make sure that you have the following documents before you go to the DPS:**

- **Texas Driver Education Certificate (Form DE-964).** Take the copy of the form that is marked "DPS COPY" (the first page of the top half of the form). Please check the spelling of your name and the dates on form DE-964. If there are any errors, the DPS will not take this form and you will have to get another. If you do see any errors, please return the form to Green Light Driving Academy for correction. The other copy marked "Insurance Copy" can be used for insurance discounts (in some cases, good until age 25 – see below).

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: **Please verify the information on the certificate BEFORE you go to the DPS office to get**  
: **your license.** While we take care to make sure that all areas of the certificate are completed  
: without error, we can make a mistake and, if not verified prior to going, you may not be able to  
: get your license until it can be corrected. If we have made the mistake and it cannot be  
: corrected on the form, we will issue a new corrected certificate without any charge.  
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- **Signed Parent-Taught Driving Sessions Log** – this should be included in the envelope.
- **Current Learner's Permit**
- **Original Social Security Card**
- **Original Birth Certificate or valid U.S. Passport**
- **Proof of Auto Liability Insurance on the car in which the student will be taking their driving test.** *The car must also be inspected and registered and be legal for driving in Texas (this includes having both license plates (front and back) on the car, all lights working, etc.*
- **A NEW and CURRENT TEA (Verification of Enrollment) form – No Exceptions!** This is a form that the student gets from their school. You should contact your school's attendance or administrative office a week before you are ready to go get the license. One was used to get the permit, however a new and "current" TEA form must be obtained to get the license.
- **Current Fee for new license - \$11.00** – we recommend taking a check or cash. Many DPS offices do not accept credit/debit cards.

**Phase II Provisional License Restrictions**

*The new license is called a Phase II Provisional License and expires on the student's 18<sup>th</sup> birthday.*

**As of September 1, 2013, the restrictions listed below apply to the student's first license and are valid until the student is 18 years of age.**

- **LIMITATION TO PASSENGERS:** *You will not be allowed to drive with more than ONE passenger under 21 years of age who is not an immediate family member;*
- **DRIVING CURFEW:** *You will not be allowed to operate a vehicle between midnight and 5:00 a.m., unless driving is necessary for employment, school, school-related activities or it is a medical emergency; and*
- **USE OF MOBILE COMMUNICATION DEVICES:** *You are not allowed to drive while using a cell phone or any other mobile communication device. This also includes any other electronic devices such as a GPS, MP3 players, iPods, etc, even if they are Blue Tooth or hands free.*

**\*\*\* IMPORTANT INFORMATION REGARDING INSURANCE DISCOUNTS \*\*\***

Most insurance companies allow an insurance discount for completing a state-approved driver education course. A **photocopy** of the course completion certificate (DE-964) as well as the Drug and Alcohol Driving Awareness Program (DADAP) certificate (if purchased) should be provided to your insurance company once your student has received their license. Keep the originals of these certificates in the event that you need them later on. Please check with your insurance agent regarding these and other discounts that your student may qualify for.