# AUTHORIZED DPS ROAD TEST CHECKLIST FOR TEENS

**THESE DOCUMENTS MUST BE IN YOUR POSSESSION AT THE TIME OF CHECK-IN (NO EXCEPTIONS)**

**A parent or legal guardian must accompany the teen for the test. NO EXCEPTIONS.**

**Please contact the GLDA- Road Test Staff if you have any questions: 817-410-8378 or EMAIL - btwtest@greenlightdrivingacademy.com**

| Check box when complete | | |
|---|---|---|
| | | • **REQUIRED DOCUMENTS – HARD COPIES (paper or plastic) MUST BE PROVIDED.**<br>• **DOCUMENTS FROM AN ELECTRONIC DEVICE CANNOT BE ACCEPTED.**<br>• **ALL DOCUMENTS SHOULD BE COMPLETED & SIGNED AS REQUIRED BY THE FORM.** |
| | **1** | **Student's valid permit (NOT EXPIRED)** |
| | **2** | **Driver Education Course Completion Certificate**<br>"DEE-964" ***"Texas Driver Education Certificate" – "FOR DRIVER LICENSE ONLY"***<br>***GLDA STUDENTS ONLY- DOCUMENT PROVIDED BY GLDA/CWDS ON DAY OF THE TEST***<br>**NON-GLDA students- certificates MUST be completed & signed as required by the form** |
| | **3** | **ORIGINAL - "Impact Texas TEEN Drivers" (ITTD) video certificate**<br>* Must be dated within 90 days of the testing date (expiration date on certificate)<br>* Click here to link to access the video. https://impacttexasdrivers.dps.texas.gov/ITTD/ |
| | **4** | **Texas Liability Insurance Card for car driven in the Road Test**<br>* Insurance card must show current effective dates, cannot be expired<br>* ***NO ELECTRONIC COPY ACCEPTED (MUST BE PRINTED COPY)***<br>* The VIN # on the insurance card must match the VIN # on the registration sticker & the car itself<br>* Car must be listed on the liability insurance card and the student cannot be listed as an excluded driver |
| | **5** | **DL-14A or DL-14B- Application for Driver's License -**<br>**Link for DL-14A - (ADULT - 17 YEARS 10 MONTHS OF AGE AND OLDER)**<br>**Link for DL-14B - (MINOR - UNDER 17 YEARS 10 MONTHS OF AGE)**<br>***COMPLETE FORM ONLINE USING LINK ABOVE & PRINT DOCUMENT – DO NOT SIGN THIS DOCUMENT*** |
| | **6** | **VOE (Verification of Enrollment)** - provided by student's high school attendance office if under age 18, required by the DPS, if license is obtained in person at a DPS office.<br>***IF SKIPPING THE DPS APPOINTMENT - NOT REQUIRED IF DOCUMENTS SUMMITTED BY GLDA**** |
| **Check box when verified** | | **CAR INSPECTION - Texas State Law requires the following to be inspected on the car before the test.** |
| | **1** | **Current Non-Expired Registration Sticker on windshield**<br>* A recently purchased car with no registration sticker on windshield MUST have 2 metal license plates- affixed on the outside on the bumper – front & back AND a Texas Buyers Tag Receipt – Buyers Copy |
| | **2** | **Proper License Plates**<br>* 2 Metal Plates - affixed to outside **on the bumper** - FRONT and BACK ***NO EXCEPTIONS***<br>***>>>THE USE OF GLDA CAR AVAILABLE AT ANY TIME FOR AN ADDITIONAL FEE ($50) <<<*** |
| | **3** | **These items must be in working order**<br>• Working Horn<br>• Working Brake Lights and Turn Signals<br>• Seat Belts must be present and worn during test<br>• At least one mirror must be intact (rearview or outside) |
| | **4** | **Working Headlights, Tail Lights and Windshield Wipers**<br>* If current conditions require them at the time of the test<br>**Front Driver & Passenger Doors must be present and open from the inside & outside** |

**NO REFUND FOR DPS ROAD TEST – see registration form for full refund policy**