



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

Grapevine	Coppell	Trophy Club	Boyd
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### **In-Car (Behind-the-Wheel) Driving Instruction – Parent Documented Drive Times**

Texas state law requires any teen student taking driver education from a commercial school, must complete additional driving hours with their parents or another qualified adult.

#### **Please Note – change in law, effective September 1, 2013.**

- Students that started their driver education PRIOR to September 1, 2013 are required to complete a minimum of twenty (20) hours of in-car (behind-the-wheel) instruction in the presence of a licensed adult that is 21 years of age or older with at least one year of driving experience. Ten (10) of these hours must be at night.
- Students that started their driver education AFTER September 1, 2013 are required to complete a minimum of thirty (30) hours of in-car (behind-the-wheel) instruction in the presence of a licensed adult that is 21 years of age or older with at least one year of driving experience. Ten (10) of these hours must be at night.

Although a student may drive more than one hour per day with that person, they may only count up to one hour of that instruction per day.

These hours of instruction are in ADDITION to the hours that are required as part of the driving course the student is taking at an approved driving school. These hours must be logged and certified by the responsible parent or guardian and Green Light Driving Academy requires that these hours be completed and logged before the final completion certificate is given to the student.

For a full description of this new law and its requirements as well as an excellent guide to use for this instruction, please visit the Texas Education Agency (TEA) Website at: <http://www5.esc13.net/drivers/>

### **Parent Behind-the-Wheel Logging for Students of Green Light Driving Academy**

Our on-line drive time scheduling program (Schedule 2 Drive) will provide a place for logging and documenting these behind-the-wheel hours. While students cannot start the instructor led driving instruction until they have completed their scheduled classroom session, a student can begin the parent in-car instruction once they get their permit.

These driving lessons should be tracked on paper (see blank log at the end of this document) and once the student is activated on Schedule 2 Drive, these lessons can be transferred to the parent log and tracked there.

The student will be activated after their classroom session is complete and if we have a copy of their instruction permit on file.

If we do not have a copy of their instruction permit on file by the time the classroom session is finished, then once that is provided, they will be activated.

When your student has completed all of the course work at Green Light Driving Academy which includes all of the classroom sessions, all of the instructor-led driving sessions and all of the parent driving sessions, they will be able to get their final certificate paperwork (form DE-964) from Green Light Driving Academy. This paperwork will allow the student to get their drivers license if they are at least 16 years of age and have held their driving permit for at least 6 months.

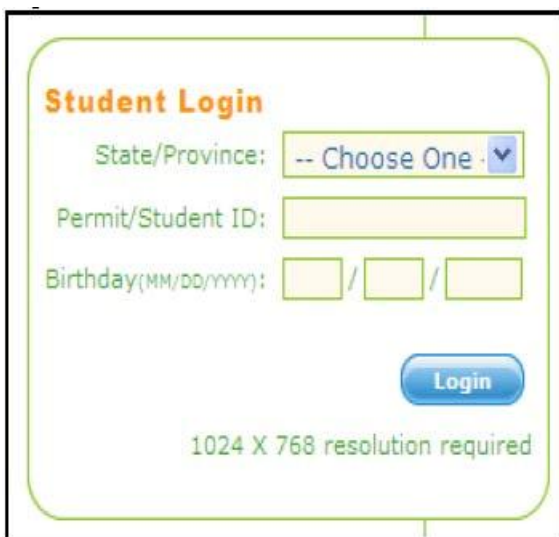
The student should strive to have all of the classroom work completed by the time they take their last driving session with GLDA. If the parent sessions are also complete, we'll be able to release the final paperwork, but if not, we will retain the paperwork in our office until this is complete.

Simply contact the office at that time and we will have everything ready for you when you come into the office with your student to sign off. We will go over scheduling the driving test and restrictions that will be applicable to your student's drivers license once they get it.

### How to access the Parent "Behind-the-Wheel" logging on Schedule 2 Drive

Log into Schedule 2 Drive

1. Go to the Schedule 2 Drive website: [www.schedule2drive.com](http://www.schedule2drive.com)
2. In the Student Login area, choose **TX** for the state of Texas, the **student's Permit #** and **student's Birthday**



**Student Login**

State/Province: -- Choose One

Permit/Student ID:

Birthday(MM/DD/YYYY):

Login

1024 X 768 resolution required

3. Click the "**LOGIN**" button.

Once you have logged in, the Home Page will appear. The Home page tracks your student drive times, parent logged hours, fees owed, etc as well as other valuable information.



**Welcome!**

**Next Scheduled Session:**  
No Future Drives Scheduled

**Drive Hours:**  
Completed: 0:00 hours  
Required: 7:00 hours

**Observation Hours:**  
Completed: 0:00 hours  
Required: 7:00 hours

**Parent Log:**  
Total Completed: 0 hours  
Total Required: 20:00 hours  
Night Completed: 0 hours  
Night Required: 10:00 hours

*NOTE: If your student started their driver education AFTER September 1, 2013, the number of required hours will be thirty (30) with ten (10) of them at night.*

## LOGGING PARENT INSTRUCTION

1. Click on "Parent Log" in the Home Page navigator:

- [Home](#)
- [Schedule Drives](#)
- [Parent Log](#)
- [User Profile](#)
- [FAQ](#)
- [Contact Us](#)
- [Privacy Policy](#)

2. The Parent Log will be displayed – read the instructions provided. There are helpful links to a "Behind-the-Wheel Instruction Guide" and a summary of driving lesson standards ("Texas Education Agency Standards") provided on this screen.

### Parent Log

**STUDENT NAME**

Review the [Behind-the-Wheel Instruction Guide](#) before beginning the log sheet. The 20 hours of behind-the-wheel practice must be completed in the presence of an adult who meets the requirements of Section 521.222 (d)(2), Transportation Code before the young driver is eligible for a provisional license. **Only one (1) hour of behind-the-wheel instruction per day will count towards the 20 hours regardless of the number of hours the student actually drives in a day.**

To complete the log click the New Entry button and select a Drive Date, Start Time, Drive Length (indicates the time you spent supervising the student), identify if the drive occurred at night, enter the name and driver license number of the licensed adult driver, and then select the [Texas Education Agency Standard](#) that was practiced. When complete click the Print Log button to print all entries.

Total Day and Night Hours		Night Drives	
Total Hours Required:	20 hrs 0 mins	Night Hours Required:	10 hrs 0 mins
Total Hours Completed:	0 hrs 0 mins	Night Hours Completed:	0 hrs 0 mins
Total Hours Counted Towards Requirement:*	0 hrs 0 mins	Night Hours Counted Towards Requirement:*	0 hrs 0 mins

\* The law in the state of Texas allows only one (1) hour of behind-the-wheel instruction per day to count towards the 20 hour requirement regardless of the number of hours the student actually drives in a day.

*NOTE: If your student started their driver education AFTER September 1, 2013, the number of required hours will be thirty (30) with ten (10) of them at night.*

3. Click on "New Entry" and follow the instructions on the page for logging in the hours. Remember that only one hour of instruction can be counted in per day, no matter how many hours the student actually drove and is entered into the log.

**Please enter the details of your drive session:**

\*Date:  (MM/DD/YYYY)

\*Start Time:

\*Length:  hrs  mins

\*Night Drive:

\*Licensed Adult:

Licensed Adult DL:

\*Standard:

NOTE: The "Start Time" column is the time the drive time began and the "Drive Length" is how long the drive time lasted. Remember if more than one hour is entered for that session, only one hour of the time will be counted and reflected in the summary

Total Day and Night Hours	
Total Hours Required:	20 hrs 0 mins
Total Hours Completed:	5 hrs 0 mins
<b>Total Hours Counted Towards Requirement:*</b>	1 hrs 0 mins

Night Drives	
Night Hours Required:	10 hrs 0 mins
Night Hours Completed:	0 hrs 0 mins
Night Hours Counted Towards Requirement:*	0 hrs 0 mins

\* The law in the state of Texas allows only one (1) hour of behind-the-wheel instruction per day to count towards the 20 hour requirement regardless of the number of hours the student actually drives in a day.

Drive Date	Start Time	Drive Length	Night Drive?	Licensed Adult Name	Licensed Adult DL No.	Comment/Standard Practiced	
10/19/2013	8:00AM	5h 00m	No	testing	12345	Getting Ready, Starting...	