

DRIVER EDUCATION

PARENT GUIDE



DRIVER  SAFETY

a department of CIESC

DRIVEREDSAFETY.COM GUIDE TO GETTING YOUR LICENSE

All steps assume you've enrolled in both
the class AND in-car instruction.

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STEP ONE

COMPLETE YOUR CLASS

Remember students have 120 days from
enrollment to finish!

2

STEP TWO

OBTAIN YOUR LEARNER'S PERMIT

You will need to bring your CDE form
when you go to the BMV. Your CDE form
was attached to your enrollment e-mail.

Additional ID will be required to obtain
your permit. Check your online completion
e-mail for more details on what ID is needed.

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STEP THREE

UPDATE YOUR ACCOUNT WITH YOUR PERMIT NUMBER

Add your permit number to your DriverEdSafety.com
account under Profile.

You must update your account to get placed
on the waitlist for a driving instructor

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STEP FOUR

WAIT FOR YOUR IN-CAR INSTRUCTOR ASSIGNMENT E-MAIL

It may take up to 12 weeks to
receive your instructor assignment email

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STEP FIVE

SCHEDULE YOUR IN-CAR LESSONS

Once you receive your instructor assignment e-mail,
you may begin scheduling your lessons.

It is important to practice driving with your parents
between each lesson

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STEP SIX

COMPLETE YOUR IN-CAR LESSONS

You have 90 days to complete your lessons

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STEP SEVEN

REQUEST YOUR ROAD SKILLS TEST

After you complete your in-car lessons, you can
purchase your road skills test through the portal.

You must be 16 years and 3 months old to
schedule the test with DriverEdSafety.

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STEP EIGHT

OBTAIN YOUR LICENSE

Remember to bring your completion certificate(s) to the BMV
ONLINE STUDENTS: You will need to bring two certificates

You must be 16 and 3 months and have held
your permit for 180 days to obtain your license

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INTRODUCTION



As your student begins their driver education journey, we are providing you with this guide to assist with instruction as you are logging the required 50 hours of behind the wheel practice.

GOALS FOR OUR PROGRAM INCLUDE:

- Promote lifetime learning opportunities in the field of traffic safety.
- Develop behavior patterns involving defensive driving skills.
- Coordinate CIESC efforts with those of other organizations toward a common goal of driver/passenger risk reduction.
- Work with all appropriate and interested parties in the united effort to maximize traffic safety.

A major objective of the CIESC Driver Education program is to provide high-quality driver education and traffic safety programs to the largest number of Indiana students. Our cost-effective program helps students develop defensive driving skills and behavioral patterns to maximize driver and passenger safety throughout the state of Indiana.

DRIVING WITH YOUR STUDENT



Before You Drive

Map out the drive route ahead of time. Be prepared with an alternate route in case of detours or other traffic problems. At the beginning of each drive, do a quick review of the last driving practice. Try to explain the route and what maneuvers you'll be practicing: Will you practice parallel parking? Pulling into a parking space?

Before your student begins driving practice with you, ensure that the vehicle is safe by checking the following:

INSIDE VEHICLE CHECKS

- Lock doors
- Seat belt
- Any warning lights displayed on dash (after starting car)
- Check horn

OUTSIDE VEHICLE CHECKS

- Check for broken windows and mirrors
- Any leaks around the vehicle
- All lights, signals, brakes and parking lights.

TEACHING TIPS

Give directions four to six seconds before the maneuver and always check mirrors before giving directions. Keep in mind that your student will take more time to process information than an experienced driver.

Directions should be stated in two parts:

- First, say where you want the maneuver done.
- Then, say what you want the driver to do.

Directions should begin with a prepositional phrase such as:

- "At the ..." (where the location is visible).
- "Go to the ..." (when the location is visible).
- "Continue to the ..." (when the location is not visible).

Use designations such as:

Next intersection

Next major intersection

Next controlled intersection
(traffic light, stop or yield sign)

First crossroad

Next stop sign

Next traffic signal

Second traffic signal

Following street

End of road



QUICK TIPS

- DO NOT assume your student knows what you want him/her to do.
- Give one directive at a time. If the next action immediately follows, ensure the first task has been completed before the next.
- Avoid using only street names. Street names may change or the sign may be missing.
- Use specific terms when giving directions. Avoid double-meaning or confusing words.
 - Right: say “correct” instead.
 - Straight: say “ahead” or “forward”.
 - Red light: say “traffic signal”.
 - Don’t use slang for the action you want: “step on it”.
 - Improper phrases: “right-hand turn,” “left-hand turn”; say “right turn”.
 - Example: Say “road curves ahead,” instead of the “road turns ahead”.

Keep in mind:

- You may have to repeat directions.
- Students may be nervous and have difficulty determining left from right when receiving directions.
- When giving directions, use simple gestures to point in the direction you want the student to turn, slow down or brake.
- Never give more than two directions at one time. Some student drivers may become confused with multiple directions. Break it down into segments throughout the drive.

PROVIDING FEEDBACK



Try to not only identify mistakes your student made, but provide positive comments and explain how to correct the mistake. Allow your student to develop skills through their own practice and experience with guidance and feedback. Be aware of your students' abilities, limitations and frustrations. If they are frustrated or overloaded, opt out of the activity and come back to it later.

When Your Student Makes a Driving Mistake

Give immediate feedback when a driving mistake occurs, but never use harsh or demeaning criticisms. Tell your student how to do it better next time and give them another opportunity as soon as possible.

Ask non-judgmental questions about things that went wrong.

- Judgmental: Why did you drive so fast?
- Non-judgmental: What factors did you take into account before deciding on this speed?

If a lengthy discussion or explanation is needed, move to a safe place to stop and park the vehicle. Use a legal parking area or parking lot. Do not park or stand on the roadway shoulder or impede traffic flow.

SUMMARY OF SKILLS NEEDED



As you are practicing with your student, here is a list of skills to observe.

Skills needed in a successful driver

- Independent and efficient decision making
- Efficient eye habits/Scanning techniques
(ex. Continuously looking around and noticing things outside the car/
Situational awareness)
- Controlling the vehicle in a smooth manner (gas, brake, turn)
- Understanding the right of way (lane control)
- Identification and knowledge of signs (rules of the road)
- Maneuver skills (backward/parallel parking)
- Learns to adapt to situations and interest in improvement

ADDITIONAL QUESTIONS

In this parent guide, we have provided helpful tips to ensure your student is a successful driver. For additional questions about the CIESC DriverEdSafety program, visit our website.

Q: What documentation does my student need to receive his/her permit?

A. The license branch will ask for the Certification of Driver Education Enrollment form. This form will be emailed AFTER successful completion of the online/traditional class, assuming the in-car instruction has also been purchased.

Your student will need to present:

1. An original birth certificate
2. Original social security card
3. School report card
4. Proof of residency

A parent may have to provide their valid driver's license, original birth certificate or passport and 2 proofs of residency. Please visit the [BMV website](#) for more information.

Q: When will my student begin with an instructor?

A. Students must be registered for the in-car instruction portion of the program. Once the permit has been obtained and you are ready to begin your lessons, you must update your account with the permit number.

Please note: instructor assignment could take up to six weeks after updating your account (during heavy enrollment periods the wait could extend to 8-12 weeks.)

Q: Can students begin behind-the-wheel drive at the same time they're in class?

A. Yes. As long as the permit has been obtained, students may drive with the instructor or parent. This applies to students over 16 years old.

Q: After completing your program, when is my student eligible to receive a probationary license?

A. Assuming the student completed both class and in-car instruction with CIESC, each student must be at least 16 years and 90 days and hold their learner's permit for 180 days before applying for the probationary license at the BMV (without driver education 16 years and 270 days is required).