



Motor Vehicle Administration

September 17, 2013

Maryland Motor  
Vehicle Administration  
6601 Ritchie Highway, N.E.  
Glen Burnie, Maryland 21062

410-768-7000  
1-800-950-1MVA  
CUSTOMER SERVICE CENTER

1-800-492-4575  
TTY

www.MVA.Maryland.gov  
WEB SITE

TO: DRIVER EDUCATION SCHOOLS  
RE: DRIVER EDUCATION INSTRUCTOR ADVANCED CLASSROOM COURSE

**Location:**

I Drive Smart, Inc.  
30 Courthouse Square  
Rockville, MD 20851

**Dates/Times**

October 13, 2014	3:00pm-9:00pm
October 14, 2014	3:00pm-9:00pm
October 19, 2014	7:00am-1:00pm
October 20, 2014	3:00pm-9:00pm
October 21, 2014	3:00pm-9:00pm

**IN CAR AUDIT AND TRAINING SCHEDULED INDIVIDUALLY**

**This schedule reflects instructor trainer hours. Instructor candidates must supply a driver education instructional vehicle for behind the wheel sessions.**

**Every student must have their own copy of the Maryland Standardized Curriculum, resource packet and the Teachers Edition of the Drive Right textbook. These supplies are available from the course sponsor.**

**Tuition Fee: \$400.00**

**Registration:** Complete the attached registration form and mail with full payment in advance to:

**I Drive Smart, Inc.  
Attn: Mike Pecoraro  
30 Courthouse Square, Suite G-2  
Rockville, MD 20850**

**Call prior to deadline to verify receipt of enrollment/payment. (443) 621-8036**

**Enrollment Deadline: October 12, 2014  
Enrollment is limited to 12 instructor candidates  
MVA approved instructor for this course: Mike Pecoraro**

**William Kraft, Section Manager  
Driver Educational Programs**

WK/yk



ADVANCED CLASSROOM  
INSTRUCTOR CERTIFICATION COURSE  
REQUEST FOR APPROVAL

To request approval, please complete and fax form to Driver Education Program (410) 424-3676.

Course Sponsor: I Drive Smart

Address where classes will meet 30 Courthouse Square, Rockville, Md. 20850

Name of Contact Person: Mike Pecoraro

Phone Number of Contact Person: (443)621-8036

Fax Number of Contact Person: (800)783-1183  
(Confirmation of approval will be faxed)

E-Mail address of Contact Person: mpecoraro@idrivesmart.com

MVA approved Instructor Trainer: Mike Pecoraro

MVA approved Assistant Instructor:  
(Please provide name and instructor number)

Registration: Begins: September 16<sup>th</sup> 2014 Closes: October 12<sup>th</sup> 2014

Send Registration To:

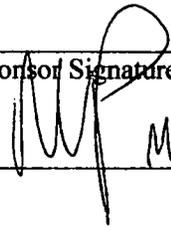
Sponsor: I Drive Smart

Attn: Mike Pecoraro

Address: 30 Courthouse Square Suite G-2

City, State, Zip: Rockville, Maryland 20850

Course Fee: \$400.00

Sponsor (please print)	Sponsor Signature	Date
Mike Pecoraro	 M.J. PECORARO	September 15 <sup>th</sup> 2014
MVA approval		Date



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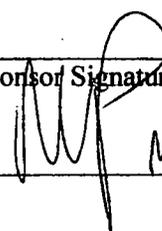
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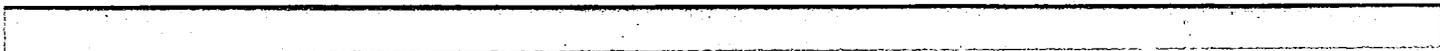
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Mike Pecoraro	 M.J. PECORARO	September 15 <sup>th</sup> 2014
MVA approval		Date



## INSTRUCTOR CERTIFICATION COURSE SCHEDULE

DATE	START TIME	STOP TIME	STUDENT/INSTRUCTOR CONTACT HOURS	TOPIC/ACTIVITY
October 13 <sup>th</sup> 2014	3pm	9pm	6 hours	Comar / Methods of Instruction
October 14 <sup>th</sup> 2014	3pm	9pm	6 hours	Methods of Instruction & Creative Activities.
October 19 <sup>th</sup> 2014	7am	1pm	6 hours	Who are your students/Classroom Mgt.
October 20 <sup>th</sup> 2014	3pm	9pm	6 hours	Classroom Mgt/Tips for effective teaching
October 21 <sup>st</sup> 2014	3pm	9pm	6 hours	Tips for effective teaching/Assessment

# I DRIVE SMART

## MVA Approved Advanced Instructor Class Classroom & Behind-the-Wheel

This class is designed to combine the advanced classroom with the advanced BTW training. Candidates will attend the first class and schedule five, two hour BTW training sessions to be held sometime after the first day, and be completed before the last day of class.

All class materials, except note taking items, will be provided by the instructor.

Candidates **Must** attend every class, or make arraignments with the instructor to make up any missed classwork.

The course schedule is as follows:

### **Day 1**

October 13<sup>th</sup> 2014, 3pm – 9pm

### **Day 2**

October 14<sup>th</sup> 2014, 3pm – 9pm

### **Day 3**

October 19<sup>th</sup> 2014, 7am – 1pm

### **Day 4**

October 20<sup>th</sup> 2014, 3pm – 9pm

### **Day 5**

October 21<sup>st</sup> 2014, 3pm – 9pm

### **BTW Training**

On the 1<sup>st</sup> day of class, we will generate a schedule requiring each candidate to attend Five (5), two (2), hour sessions. Candidates will pair up in groups of two (2).

### **BTW Final**

October 25<sup>th</sup> & 26<sup>th</sup>, Students will pair up for 2 hour sessions for their final assessment