



## INSTRUCTOR CERTIFICATION COURSE REQUEST FOR APPROVAL

To request approval, please complete pages 1 and 2 and fax form (both pages) to Driver Education Program at, 410-424-3676.

Course Sponsor: MPDEA

Address where classes will meet: Commercial Business Services, 7954 Baltimore Annapolis Blvd, Glen Burnie MD 21060

Name of Contact Person: David Resnick

Phone Number of Contact Person: 410-363-7483

Fax Number of Contact Person: 410-356-2457  
(Confirmation of approval will be faxed)

E-Mail address of Contact Person: elite@drivingschool.net

MVA approved Instructor Trainer: Earl Garner

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

Registration: Begins: Open Closes: April 1, 2016

Send Registration To:

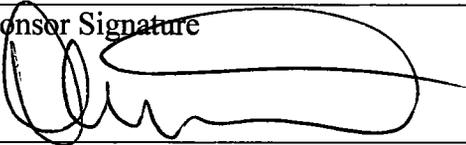
Sponsor: MPDEA

Attn: David Resnick

Address: 10220 S. Dolfield Rd., Suite 104

City, State, Zip: Owings Mills MD 21117

Course Fee: \$325.00

Sponsor (please print)	Sponsor Signature	Date
David Resnick		2/19/16
MVA approval		Date

	A	B	C	D	E
1	<b>INSTRUCTOR CANDIDATE CLASSROOM CERTIFICATION COURSE SCHEDULE</b>				
2					
3	<b>DATE</b>	<b>START TIME</b>	<b>STOP TIME</b>	<b>STUDENT/INSTRUCTOR CONTACT HOURS</b>	<b>TOPIC/ACTIVITY</b>
4	4/2/2016	8:00 AM	3:30 PM	7 hours	Instructor/Student introduction, scheduling, requirements, assignments, review professional standards and expectations of driver education instructor
5	4/3/2016	8:00 AM	3:30 PM	7 hours	Review of classroom management, lesson plans, presentation of transparencies and videos, teaching skills and techniques
6	4/9/2016	8:00 AM	3:30 PM	7 hours	Review classroom instruction evaluation form, Unit 2 and 3 Modeling session, choosing and developing topics for lesson plan
7	4/10/2016	8:00 AM	3:30 PM	2 hours	Peer teaching, choosing and developing topics for lesson plan
8	4/16/2016	8:00 AM	3:30 PM	2 hours	Peer teaching, final exam and wrap up
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**MPDEA REGISTRATION FORM FOR  
INSTRUCTOR CERTIFICATION CLASS – CLASSROOM**

Full name of Applicant: \_\_\_\_\_  
(please include middle name)

Home Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_ Home Phone: \_\_\_\_\_

Driving School: \_\_\_\_\_

School Phone: \_\_\_\_\_ School Fax: \_\_\_\_\_

Soundex Number: \_\_\_\_\_ Instructor # \_\_\_\_\_  
(Driver License)

Course Start Date: \_\_\_\_\_

Course Location: \_\_\_\_\_

Tuition:  
\$325.00

\$ \_\_\_\_\_ - Amount Enclosed

**REFUND POLICY**

1. Withdraw 10 days before the course starts – full refund
2. Withdraw less than 10 days before course starts
  - a. Refund minus \$50 if seat can be filled
  - b. Refund minus \$200 if seat cannot be filled
3. Withdraw after the class has begun – no refund

**CONTACT PERSON:**

**MPDEA**  
Attn: David Resnick  
Resnick, Inc.  
10220 S. Dolfield Rd ., Suite 104  
Owings Mills, MD 21117  
Phone: (410) 363-7483