



Maryland Motor  
Vehicle Administration  
6601 Ritchie Highway,  
Glen Burnie, Maryland

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

1-800-492-4575  
TTY

www.MVA.Maryland.gov  
WEB SITE

December 10, 2014

TO: DRIVER EDUCATION SCHOOLS  
RE: DRIVER EDUCATION INSTRUCTOR ADVANCED BEHIND THE WHEEL COURSE

**Location:**

MPDEA  
7954 Baltimore Annapolis Blvd.  
Glen Burnie, Maryland 21060

**Dates/Times**

January 31, 2015	8:00am-3:30pm	February 8, 2015	8:00am-3:30pm
February 1, 2015	8:00am-3:30pm	February 14, 2015	8:00am-3:30pm
February 7, 2015	8:00am-3:30pm		

**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: \$325.00**

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

MPDEA  
Attn: David Resnick  
10220 S. Dolfield Road, Suite 104  
Owings Mills, MD 21117

**Call prior to deadline to verify receipt of enrollment/payment. (410) 363-7483**

**Enrollment Deadline: January 30, 2015**

**Enrollment is limited to 12 instructor candidates**

**MVA approved instructor for this course: Earl Garner**



## 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: 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: January 30, 2015

Send Registration To:

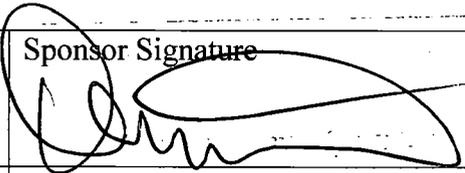
Sponsor: MPDEA

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		9/30/14
MVA approval		Date

## INSTRUCTOR BEHIND THE WHEEL CERTIFICATION COURSE SCHEDULE

DATE	START TIME	STOP TIME	STUDENT/INSTRUCTOR CONTACT HOURS	TOPIC/ACTIVITY
1/31/2015	8:00 AM	3:30 PM	7 hours	Introduction , course expectations, in-car guidelines, BTW modeling session, route/lesson plan development
2/1/2015	8:00 AM	3:30 PM	7 hours	BTW performance audit
2/7/2015	8:00 AM	3:30 PM	2 hours	Peer teaching
2/8/2015	8:00 AM	3:30 PM	2 hours	Peer teaching
2/14/2015	8:00 AM	3:30 PM	2 hours	Peer teaching

**MPDEA REGISTRATION FORM FOR**  
**INSTRUCTOR CERTIFICATION CLASS – BEHIND THE WHEEL**

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