



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

May 29, 2014

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

Location:

MPDEA
10220 South Dolfield Road, Suite 104
Owings Mills, Maryland 21117

Dates/Times

August 16, 2014	1:30pm-6:30pm	September 6, 2014	8:00am-12:00pm
August 17, 2014	1:30pm-6:30pm	September 20, 2014	8:00am-12:00pm
August 30, 2014	8:00am-5:15pm	September 20, 2014	1:30pm-3:00pm

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: \$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: August 15, 2014

Enrollment is limited to 12 instructor candidates

MVA approved instructor for this course: Joan Myers



William Kraft, Section Manager
Driver Educational Programs

WK/rn



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: 10220 S Dolfield Rd, Suite 104, Owings Mills MD 21117

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: Joan Myers

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

Registration: Begins: Open Closes: August 15, 2014

Send Registration To:

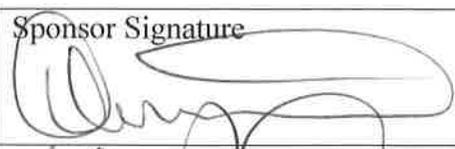
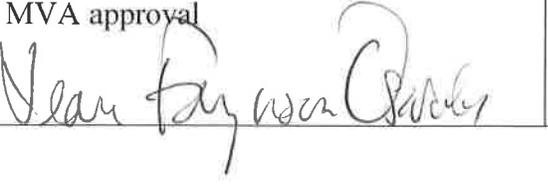
Sponsor: MPDEA

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		5/20/14
MVA approval		Date
		5/12/2014

INSTRUCTOR BEHIND THE WHEEL CERTIFICATION COURSE SCHEDULE

	A	B	C	D	E
1	INSTRUCTOR BEHIND THE WHEEL CERTIFICATION COURSE SCHEDULE				
2					
3	DATE	START TIME	STOP TIME	STUDENT/INSTRUCTOR CONTACT HOURS	TOPIC/ACTIVITY
4	8/16/2014	1:30 PM	6:30 PM	5 hours	COMAR; How the Classroom information relates directly to BTW activities. What makes a good lesson plan for BTW - areas and maneuvers to concentrate on.
5	8/17/2014	1:30 PM	6:30 PM	5 hours	Perfecting the driving route. Hands-on Maneuvers from the Instructor's seat
6	8/30/2014	8:00 AM	5:15 PM	2 hours	Peer teaching and evaluations on In Car Lessons 1 & 2
7	9/6/2014	8:00 AM	12:00 PM	2 hours	Peer teaching and evaluations on In Car Lessons 1 & 2. Peer teaching and evaluations on In Car Lessons 3 & 6
8	9/20/2014	8:00 AM	12:00 PM	2 hours	Peer teaching and evaluations on In Car Lessons 3 & 6.
9	9/20/2014	1:30 PM	3:00 PM	1.5 hours	Assessments: Test - COMAR, teaching maneuvers in car; disclosure of evaluations, certificate of completion
10					
11					
12					
13					
14					
15					
16					

**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