OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION

Student Transportation



Old Capitol Building

PO BOX 47200

OLYMPIA WA 98504-7200

(360) 725-6120 TTY (360) 664-3631

**SCHOOL BUS DRIVER**

**TRAINING UNITS AND AUTHORIZATION CHECKLIST**

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| **APPLICANT INFORMATION** Items 1 through 7 to be typewritten. |
| 1. SOCIAL SECURITY NUMBER      | 2. NAME LAST FIRST MIDDLE      | 3. PREVIOUSLY AUTHORIZED?[ ]  Yes If yes, where?[ ]  No |
| 4. DATE OF BIRTH      | 5. SEX[ ]  M [ ]  F | 6. DRIVER’S LICENSE[ ]  Regular[ ]  CDL | 5.a. EXPIRATION DATE      | 5.b. IF CDL, WHAT TYPE? [ ]  A [ ]  B [ ]  C | 6.c. ENDORSEMENT[ ]  School bus [ ]  Other[ ]  Passenger |
| 6.d. RESTRICTIONS[ ]  C Corrective lenses[ ]  F Financial resp.[ ]  K Non-air brake | 7. DRIVER’S LICENSE NUMBER (MUST BE 12 CHARACTERS) I verify the above information is correct.       SIGNATURE OF APPLICANT DATE |
| **SCHOOL DISTRICT/CONTRACTOR INFORMATION** Check boxes to verify. |
| **[ ]** I verify the above-named applicant has successfully completed the school bus driver training course as prescribed by chapter 392-144 WAC. (Training units completion record on reverse side of this application must be completed.)        Signature of Endorsed Instructor Date Course Completed**[ ]** I verify that the above-named applicant has a current and valid first aid card or equivalent.   First aid card expires       **[ ]** I verify the district has on file the physical health certification that the applicant meets the requirements of WAC 392-144-102(5)(a),(b),(c), and (d), and medical certification that the applicant meets the requirements of WAC 392-144-102(5)(e). Medical certificate expires       **[ ]** I verify that the district has on file a complete abstract of the applicant’s employment and nonemployment driving record issued by the Department of Licensing that verifies compliance with chapter 392-144 WAC. The issue of this abstract is within 60 calendar days of the date of this application.**[ ]** I verify that the district has on file an applicant disclosure statement as required by chapter 392-144 WAC, and such disclosure does not contain any information that would be grounds for denial of this application.**[ ]** I verify that the district has on file the results of a criminal record check as required under chapter 28A.400 RCW and that such results establish that the applicant has not committed any offense which constitutes grounds for denying, suspending, or revoking an authorization under chapter 392-144 WAC.Date requested      Date clearance       **[ ]** I verify that the above-named applicant complies with all of the requirements for a school bus driver authorization, as appropriate, as set forth in chapter 392-144 WAC.**[ ]** I hereby certify that the above-required records are on file at the district/contractor office and statements made in this application are true and correct. |
| SCHOOL DISTRICT/CONTRACTOR NAME      | ESD      | CO      | DIST      |
| SIGNATURE OF EMPLOYING SCHOOL DISTRICT OR CONTRACTOR | TITLE      | DATE |

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| **TRAINING UNITS COMPLETION RECORDS** |
| **For each topic, the applicant (student) must initial that the training was received; the instructor must initial that the applicant satisfactorily completed the training.** |
| **DRIVER REQUIREMENTS** Student Instructor DateAuthorization Personal Appearance and Attitude Substitute Drivers Rules for Bus Drivers Evacuation Drills Driver Liability Fatigue **DRIVING REQUIREMENTS** Student Instructor DateRules of the Road Lines and Signs Fuel Conservation Reference Point Driving Defensive Driving Collision Scene Procedures Railroad Crossing Emergency Situations  | **PASSENGER REQUIREMENTS** Student Instructor DateRules for Bus Passengers Loading and Unloading Passenger Management Harassment on the Bus **EQUIPMENT REQUIREMENTS** Student Instructor DateTypes of Buses Accessory Equipment Gauges and Meters **SPECIAL SERVICE** Student Instructor DateBuses and Equipment Pre- and Post-Trip Inspection Passenger Care and Handling Aides and Assistants Emergency Evacuation Routing Driver Awareness  |
| **BEHIND-THE-WHEEL DRIVING TECHNIQUES** |
|  Student Instructor DatePre- and Post-Trip Inspection Mirrors Starting–Stopping–Braking Lane Use and Turns Backing and Parking  |  Student Instructor DateUrban Driving Rural Driving Turnarounds Grades Transmission Use **Date Completed**  |