



DRIVER EDUCATION INSTRUCTOR TRAINING

Jan. 22-March 2, 2024 (Sec. HBSCA) **Aug. 19-Sept. 28, 2024** (Sec. HBFCB)
April 8-May 18, 2024 (Sec. HBSCB) **Oct. 7-Nov. 16, 2024** (Sec. HBFA)

This is a DMV-approved course for the certification of instructors to teach driver education in a non-credit format. Focus is on fundamental driver education, curriculum development and presentation skills. This class is intended for individuals who want to teach outside the K-12 system.

Prerequisites:

- Must be at least 21 years of age
- Have a high school diploma or equivalent
- Valid operator's license held in state of residence for two consecutive years
- Clean driving record
 - For the prior five years, the instructor candidate must have no violation on record for which five or more points might be assessed. This includes probation or other situations in which no points were actually assessed for the violation.
 - You must have no suspensions or revocations on record within the last five years, including no convictions for DWI or any related alcohol or drug offense in connection with motor vehicle use. DMV Title 247.

Required book is available from AAA at:
<https://drivertraining.aaa.biz/products/how-to-drive-instructor-kit>

**Register online at southeast.edu/continuing
 Online Registration Keyword: Driver**

Want to teach Driver Education at Southeast Community College?

We've got a sweet deal for you!
 (Read Step 4 carefully!)

Step 1: Register and pay for the Instructor Training Course (Cost \$519, Books \$399 + shipping).

Step 2: Successfully complete the course.

Step 3: Successfully teach for SCC for an average of 4 hours/week for six months.

Step 4: Get reimbursed \$90/month for six months in addition to your hourly wage upon meeting qualifications.

Course Content:

- 36 Hours of classroom/online lecture
- 24 Hours behind the wheel training

For all of the details, contact Diane Vesely-Robb at 402-437-2710 or dveselyrobb@southeast.edu.

Cancellation/Refund Policy: You must call the Continuing Education office at 402-437-2700 or 800-828-0072 the day before the class begins to receive a 100% refund. If you call the day of the class or after it has started, no refund will be issued. If a class is cancelled or student drops (according to the refund policy), refunds will be issued to the student, unless a third party has been formally billed by SCC Business Office. **ADA Reasonable Accommodations:** SCC provides services and reasonable accommodations to allow persons with disabilities to participate in educational programs and other College activities. For information on requesting ADA reasonable accommodations, contact the SCC Area Access/Equity/Diversity Office.



Registration Form - Non-Credit Course

Complete this form with payment information and send via FAX or mail to: **Southeast Community College, Continuing Education, 301 S. 68th St. Place, Lincoln, NE 68510**
FAX: 402-437-2703

The College requests, but does not require, a student provide their Social Security number during the admissions process. Visit southeast.edu/academics/college-catalog.php for additional information.

Today's Date

___/___/___

* Required		PLEASE PRINT	
Social Security Number OR SCC Student ID Number		Name: * Last	
* Residence Mailing Address		* City	* State
* Birth Date	Identify as: <input type="checkbox"/> Male <input type="checkbox"/> Female	Ethnicity (select one): <input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> Not Hispanic or Latino	Race (select one or more): <input type="checkbox"/> White <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> American Indian or Alaska Native
COURSE NUMBER		SECTION	TITLE
T R A N 3 3 9 3		H B	Driver Education Instructor Training
START DATE		COST	
		\$519	

SIGNATURE

Check Mastercard AMEX Discover VISA V Code _____
 (Checks can be converted into an electronic fund transfer, resulting in funds being held or removed immediately.)
 Name as it appears on card: _____ Exp. Date _____
 CC # _____
 For the protection of your personal credit card information, do not email this form to SCC. If faxing, only use the fax number listed or verify with SCC before using another SCC fax number.

Would you like a receipt mailed to you?
 Yes No

SCC Staff Tuition Waiver ()	
TOTAL DUE	

FOR OFFICE USE ONLY
ID# _____
DE _____

Submission of this form indicates that I understand: 1) that my registration is complete and that I am accountable for the tuition and fees and subject to a grade in the courses listed; 2) that should I officially drop, cancel, or withdraw, any refund in tuition will be determined by the date I submit my request to Continuing Education; 3) that failure to attend a course does not constitute an official drop/withdrawal; 4) the personal information contained herein is correct as shown; and 5) any changes in SSN, legal name, address, residency, etc. must follow the College procedures in the Student Handbook and College Catalog. SCC is an Equal-Opportunity co-educational college and does not discriminate based on race, color, religion, sex*, age, marital status, national origin, ethnicity, veteran status, sexual orientation, disability, or other factors prohibited by law or College policy. southeast.edu/about/other-scc-departments/access-equity-diversity-title-ix/index.php *The U.S. Department of Education's Office for Civil Rights enforces Title IX's prohibition on discrimination on the basis of sex to also include discrimination based on gender identity.

Register Online for SCC Continuing Education Classes

You must have an email account to register online.

1. Go to <http://bit.ly/RegisterCE>.
2. **Search for your class** by entering either a **key word** in the title or the **course number**. Click **Submit**. (Enter information in only one field for broader results.)
Key Word Example: *Driver*
Course Number Example: *TRAN-3398*
3. **Select the course** for which you wish to register. Click **Submit**.
4. Enter your **personal information, certify your identification** and click **Submit**.
* You must provide your Social Security Number.
5. *Optional*: Enter your **Additional Registration Information** and click **Submit**.
6. If you want to register for additional classes, select **Search for more classes** under "Choose one of the following." If you are finished selecting the class(es) for which you want to register, select **Register now (check out)**. Select your **Payment Type**. Click **Submit**.
7. Enter your **payment information**. Click **Submit**.

You will see your **class acknowledgement** with information about your **SCC Student ID Number, SCC User ID** and **password**. **Print** this page for your records.

In the future it will be easy to register by logging in using your SCC User ID and password and it will not be necessary to provide your Social Security number again.

If you have problems getting registered, please call 402-437-2700 or 800-828-0072 for assistance.



301 S. 68th St. Place, Lincoln, NE 68510
402-437-2700 • 800-828-0072 • FAX 402-437-2703
southeast.edu/business-and-community/index.php

* The College requires a student's Social Security number as a condition for enrollment. A student's Social Security number information constitutes an "educational record" under FERPA.