Driver Education Instructor Training

Feb. 1–March 15, 2021 (Sec. HBSA)
March 29–May 10, 2021 (Sec. HBSB)
Aug. 9–Sept. 20, 2021 (Sec. HBUA)
Oct. 4–Nov. 15, 2021 (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 available at the SCC Bookstore, 8800 O St., Lincoln, or online at www.sccbookstore.com.

Cancellation/Refund Policy: You must call the Continuing Education office at 402-437-2700 or 800-838-0572 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.

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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 $429, Books $193).
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.
Your final out-of-pocket cost will be $82.

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.

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 www.southeast.edu/collegecatalog for additional information.

Social Security Number OR SCC Student ID Number

Name: Last                                                             First                                                   Middle Initial
______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

Residence Mailing Address
City                                               State       Zip
______________________________________________________________
______________________________________________________________
______________________________________________________________
______________________________________________________________

Birth Date: __/__/____
Gender: Male       Female
Ethnicity (select one)
Mexican or Latino
Native American or Alaska Native
Native Hawaiian or Other Pacific Islander
African American
American Indian or Alaska Native
Asian
Black or African American

Race (select one or more)

Education:
At least GED
Gainful completion
High School Graduate
Bachelor’s degree
Master’s degree
Doctoral degree

COURSE NUMBER SECTION TITLE START DATE COST
TRA N 3 3 9 H B Driver Education Instructor Training

Would you like a receipt mailed to you?
q Yes      q No

SCC Staff Tuition Waiver

TOTAL DUE

FOR OFFICE USE ONLY

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SIGNATURE __________________________
q Check  q Cash  q Mastercard  q American Express  q Discover  q Visa  q V Code
Exp.Date _______ CC # _______
Billing agency (INCLUDE LETTER OF AUTHORIZATION ON COMPANY LETTERHEAD)

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.

FOR OFFICE USE ONLY

DECLARATION OF FAMILY RELATIONSHIP (Required for SCC Tuition Waivers):

I, __________________________, declare that I am the parent, child, or sibling of __________________________, who is applying for the Tuition Waiver.

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I, __________________________, declare that I am the parent, child, or sibling of __________________________, who is applying for the Tuition Waiver.

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) If I fail to attend a course I do not constitute an official drop/date/head; 4) the personal information provided herein in support of this request, and all supporting documents furnished with the same, are true and complete; 5) if any change occurs in my life that would render this information incorrect or invalid, I will notify Continuing Education immediately; 6) any documents received by Continuing Education related to an instruction request is for tuition purposes and is not to be used for any other purpose; 7) any question I may have concerning the application of this policy should be directed to the Vice President for Access/Equity/Diversity, SCC Area Office, 301 S. 68th St. Place, Lincoln, NE 68510; or email at jpolser@se.edu.

For all of the details, contact Diane Vesely Robb at 402-437-2710 or dveselyrobb@southeast.edu.
You must have an email account to register online.


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. You also will receive an email with this same information 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.