



LICENSING REQUIREMENTS TRAFFIC SAFETY SCHOOL AND DUI SCHOOLS INSTRUCTORS

1. Certificate of Employment for Occupational License. Certificate of Employment must be completed in full and signed by the applicant and a principal of the business. **NAC 483.752** (OBL236)
2. Personal History Questionnaire completed in full. **NAC 483.747** (OBL242)
3. Child Support Information Form completed and signed by applicant. **NRS 483.722** (OBL268)
4. Authorization for Release of Information Form signed by individual applying for the license. Release must be notarized, or signature witnessed by an authorized DMV representative. **NAC 483.747** (OBL254)
5. Licensee Acknowledgement Form (OBL308)
6. DUI and Traffic Safety School Instructor Disclaimer form completed and signed by applicant. Signature must be notarized or witnessed by an authorized DMV representative. **NAC 483.767.2** (OBL284)
7. Traffic Safety or DUI School Instructor License fee of \$50. License fees due annually. **NRS 483.780**
8. A resume' of instructor's education, experience, certification as an instructor and fitness for the position. **NAC 483.752.1**
9. Any certificates which substantiate that the qualifications necessary for the licensing of the applicant as an instructor have been met. **NAC 483.752.1**
10. Applicants must meet the following requirements:
 - A. An applicant for a Traffic Safety School instructor license, must have education or experience in a field related directly to the subject matter to be taught, such as: traffic safety, law enforcement, drivers' education or improvement or some other closely related field approved by the department or a letter of completion of internship as a Traffic Safety School instructor trainee, signed by a representative of the school.
 - B. An applicant for a DUI instructor license must have a minimum of 2 years of education or experience in a field directly related to the problems of driving under the influence of intoxicating liquor or controlled substances, such as rehabilitative counseling for abusers of alcohol and controlled substances, or a combination of education and experience acceptable to the department (**NAC 483.752**) or present proof to the

department that he/she has successfully completed a period of internship as a DUI instructor trainee, and have a letter of completion of internship, signed by a representative of the school, as an instructor trainee. The school must provide a letter stating that their trainee has completed training and is ready to become an instructor; or have two years' experience as an alcohol and drug abuse counselor (BADA) plus some evidence of experience in traffic safety.

- C. Must not be a law enforcement officer whose primary duty assignment includes the enforcement of traffic laws in the jurisdiction in which the school is located.

NAC 483.727 "Instructor trainee" means a person licensed by the department to teach a course in a school for drivers so long as a licensed instructor is present in the classroom.

1. Certificate of Employment for Occupational License. Certificate of Employment must be completed in full and signed by the applicant and a principal of the business. **NAC 483.753** (OBL236)
2. Personal History Questionnaire completed in full. **NAC 483.753** (OBL242)
3. Child Support Information Form completed and signed by applicant. **NRS 483.722**
4. An instructor trainee shall not instruct a course unless an instructor is present. **NAC 483.753.3**
5. There is no fee for an instructor trainee. **NAC 483.753.2**
6. A resume' of the applicant's education, experience, and fitness for the position. **NAC 483.753.**

Nevada Administrative Code 483.708 to 483.795
Nevada Revised Statutes 483.700 to 483.780