**West Virginia Department of Education**

**Behind the Wheel Verification Training Form**

These procedures are to be covered prior to the applicant starting the on road driving.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Training Required** | **Required Credit hours** | **Content** | **Trainer Initials** | **Applicant Initials** | **Date Completed** |
| **Basic controls** | 1 Hour | Cover controls  of buses  in fleet |  |  |  |
| **Basic skills** | 1 Hour | Straight line Backing  Serpentine backing  Alley Dock |  |  |  |
| **Basic**  **Maneuvering** | 2 Hours | Starting, Stopping  And  Turning |  |  |  |

**On Road Minimum Training**

*The on road driving shall consist of but is not limited to the following:*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Rural** | 1 Hour | Starting, Stopping  Accelerating, Passing  Intersections  Descending Grades  Curves & Turning |  |  |  |
| **Urban** | 1 Hour | Starting, Stopping  Accelerating, Passing  Intersections  Changing Lanes  Descending Grades  Curves |  |  |  |
| **Expressway** | 1 Hour | Starting, Stopping  Accelerating, Passing  Intersections  Changing Lanes  Descending Grades  Curves, on and off  Ramps |  |  |  |
| **Unloading/ Loading** | 2 Hours | Student pickup/discharge |  |  |  |
| **Railroad crossing** | 1 Hour | Crossing procedures |  |  |  |
| **Night Time**  **Driving** | 2 Hours |  |  |  |  |

Required 12 Hrs.\_\_\_\_\_\_\_\_ Total Hrs. \_\_\_\_\_\_\_\_\_

I, the trainer, certify that the applicant has received the training described above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I, the applicant, certify that I have received the training described above.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Sign Name Print Name