



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J. ERIC BOYETTE  
SECRETARY

Date: 26 January 2023

From: Wendy House, School Bus and Traffic Safety Section Administrative Specialist

Subject: Basic Driver Education and Renewal Course Offerings for 2023

To: Potential Driver Education Instructor Candidates

To become a Driver Education Instructor, you must attend and satisfactorily pass the 80-hour Basic Driver Education Course (BDEC). Attached is the current schedule of classes. This year we will be piloting a new program to offer the week of classroom instruction virtually. Individuals who select the virtual option will attend classroom portion online. The virtual class will be taught live and cover the same material as the in-person class. All students will attend the behind-the-wheel training in person.

Qualifications to be a Driver's Education Instructor are as follows:

- Cannot have convictions for moving violations totaling 5 or more points the three years preceding the date of the application
- Have at least four years' experience as a licensed operation of a motor vehicle
- Have not been convicted of a felony in the 10 years immediately preceding the date of application
- Not have had a revocation or suspension of driver's license in the five years immediately preceding the date of the application
- Have graduated from high school or hold a high school equivalency certificate

If you meet the qualifications and are interested in attending a class, please send via mail the attached fully completed application and \$250 (cashier's check or money order) to:

Division of Motor Vehicles  
School Bus & Traffic Safety Unit  
Attention: Driver Education  
Mail Service Center 3140  
Raleigh, NC 27697-3140

**Classes are filled on a first come, first served basis and class size is limited.**

*Mailing Address:*  
NC DEPARTMENT OF MOTOR VEHICLES  
SCHOOL BUS & TRAFFIC SAFETY  
MSC 3140  
RALEIGH, NC 27697

*Telephone:* (919) 861-3109  
*Customer Service:* (919) 715-7000  
*Website:* [www.ncdot.gov](http://www.ncdot.gov)

*Location:*  
DMV HEADQUARTERS BUILDING  
1405 NORTH CHURCH STREET  
ROCKY MOUNT, NC 27804

## 80-Hour Basic Driver Education Course Offerings (Classroom and Behind-the-Wheel Instruction)

### Virtual Classroom/In-person Behind the Wheel (You must attend both sessions)

<b>Classroom (7 slots)</b>	March 20-24	Online	Remote
<b>Behind the Wheel</b>	March 27-31	Pitt Co Ag Center	Greenville

	<b>Virtual Classroom (Week one)</b>		
	June 12-16 (42 slots)	Online	Remote
<b>Select one:</b>	<b>Behind-the-Wheel (pick one) (week two)</b>		
	June 19-23 (10 slots)	NC DMV HQ	Rocky Mount
	June 19-23 (5 slots)	DMV Facility	Greensboro
	June 26-30 (6 slots)	Cape Fear Community College- North Campus	Castle Hayne
	June 26-30 (7 slots)	Western Piedmont Community College	Morganton
	July 24-28 (6 slots)	Pitt County Agricultural Center	Greenville
	July 24-28 (8 slots)	Union County Professional Development Center	Monroe

### In-Person Classes (both weeks)

	March 20-31 (7 slots)	Pitt County Agricultural Center	Greenville
	April 10-21 (17 slots)	DMV Facility	Huntersville
	June 5-16 (12 slots)	Cumberland County Educational Resource Center	Fayetteville
	June 12-23 (10 slots)	NCDMV Headquarters	Rocky Mount
	June 12-23 (5 slots)	DMV Facility	Greensboro
	June 19-30 (6 slots)	Cape Fear Community College-North Campus	Castle Hayne
	June 19-30 (7 slots)	Western Piedmont Community College	Morganton
	July 17-28 (6 slots)	Pitt County Agricultural Center	Greenville
	July 17-28 (8 slots)	Union County Professional Development Center, Room 207	Monroe
	October 2-13 (15 slots)	NCDMV Headquarters	Rocky Mount
	October 16-27 (6 slots)	DMV Facility	Elkin

If you currently are a Driver Education Instructor and are interested in attending a Renewal Credit Class, mail a **fully** completed application and \$125 (cashier's check or money order) to:

Division of Motor Vehicles  
School Bus & Traffic Safety Unit  
Attention: Driver Education  
Mail Service Center 3140  
Raleigh, NC 27697-3140

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**40-Hour Renewal Credit Course  
(Classroom Instruction Only, Currently Certified  
Instructors Only)**

February 13-17 (20 slots)	NCDMV Headquarters	Rocky Mount
February 20-24 (7 slots)	DMV Facility	Elkin
April 17-21	Virtual	Remote
July 17-21	Virtual	Remote
October 16-20	Virtual	Remote

If you have questions or concerns regarding scheduling contact either Chanel Ricks [cnricks@ncdot.gov](mailto:cnricks@ncdot.gov) or Wendy House [whouse@ncdot.gov](mailto:whouse@ncdot.gov) .

If you have questions regarding the Virtual week one of the Basic Driver Education Instructor Course (80 hours) or Virtual offerings of the Renewal Credit Course contact Lethia Williams [lbwilliams1@ncdot.gov](mailto:lbwilliams1@ncdot.gov) .

**Basic Driver Education Instructor Course (80 Hours)  
Application Form**

Please complete the following information and return to the DMV School Bus and Traffic Safety Section.

Please indicate which option applies to you:

Public school system and which one	Open your own driver education training school	Work for a driver education training school and which one

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

Location & Date of Course: \_\_\_\_\_

Virtual or In-Person Week1 location & Dates:  
\_\_\_\_\_

In-person Week 2 location & Dates:  
\_\_\_\_\_

Email Address: \_\_\_\_\_

**Renewal Credit Instructor Class (40 Hours)  
Application Form**

Please complete the following information and return to the DMV School Bus and Traffic Safety Section.

Current Employer: \_\_\_\_\_

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

Location & Dates of Course: \_\_\_\_\_

Email Address: \_\_\_\_\_