



OFFICE OF THE SECRETARY OF STATE
 DRIVER SERVICES DEPARTMENT

CDTS
 1800 W. Hawthorne Lane
 West Chicago, IL 60185
 847-437-3953
 ilsos.gov

Driver Education Approval Form

This portion to be completed by Driver Training School:

Name and Address of Driver Training School			
Student's Full Name	Last	First	Middle
Street Address			
City or Town			ZIP

Signature of Student	Date
Signature of Parent/Guardian	Date

Name of Jr./High School	
School Address	Phone Number
City or Town	ZIP

This portion to be completed by Jr./High School Administration:

Pursuant to Chapter 625 ILCS, Section 6-408.5, the above named student attends this school and has received a passing grade in at least eight (8) courses during the previous two (2) semesters and is, therefore, eligible for private driving instructions:	
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Signature of Chief School Administrator or Superintendent of High School	Date

(It is recommended that school administration retain a copy of this form.)

Acceptable Driver Education Documents for Adult Driver Ed Program

ILLINOIS RESIDENTS/Military Dependents:

- A certified transcript from a public high school showing a passing grade from a driver education classroom.
- A high school report card showing a passing grade for driver education.
- Original completion letter from an Illinois high school indicating completion of driver education.
- An original Chicago Public Schools (CPS) driver education completion card signed by the instructor.
- A licensed commercial school completion certificate that shows the student's name, date of completion and what portion of the training the certificate represents.

OUT-OF-STATE APPLICANTS:

- Any certified transcript from a high school showing a passing grade for driver education classroom.
- An out-of-state high school report card showing a passing grade for driver education.
- An original out-of-state licensed commercial school completion certificate that shows the student's name, date of completion and what portion of the training the certificate represents.
- Original completion letter from an Illinois high school indicating completion of driver education.
- An original online completion certificate that shows the student's name, date of completion and what portion of the training the certificate represents.
- A home-schooled completion form that shows the student's name, date of completion, parent or guardian signature and what portion of the training the certificate represents.
- Surrender an out-of-state driver's license (current, expired or lapsed).

LICENSED COMMERCIAL SCHOOLS THAT HAVE PREVIOUSLY CLOSED:

Facilities should contact the Commercial Driver Training Section at 847-981-7455 to verify classroom completion.