

State of Iowa  
**Board of Educational Examiners**  
 Licensure  
 Grimes State Office Building  
 400 E. 14<sup>th</sup> St.  
 Des Moines, Iowa 50319-0147  
 Phone 515/281-3245

## Application for Behind the Wheel Driving Instructor Authorization

**Instructions:**

1. Attach official letter issued by the Iowa Department of Transportation certifying eligibility for the Behind the Wheel Driver Authorization. A fee of \$40 is required. (Do not send cash; send a check or money order made payable to the Board of Educational Examiners.
2. If you have not had a background check, you are required to submit a completed fingerprint packet, the fee for the background check is \$65.
3. Return this completed form with fees, fingerprint packet (if required), and letter from the DOT to the address above.
4. Please allow four weeks for processing.

Name changes require a photocopy of official legal documentation. **ALL FEES ARE NONREFUNDABLE.**

Applicant's Folder #	Social Security #	Date of Birth Month    Day    Year	<input type="checkbox"/> Male <input type="checkbox"/> Female
Last Name	First Name	Middle Name	Maiden Name
Address	City	State	Zip Code
Evening Phone (    )	Daytime Phone (    )	Email Address	

**Statement of Fraud:** Fraud in procurement of a license or falsifying records for licensure purposes will constitute grounds for filing a complaint with the Iowa Board of Educational Examiners. If any answer is yes, please explain on a separate sheet of paper.

- a. Yes  No  PR  Have you ever had an education related license denied, revoked, or suspended?
- b. Yes  No  PR  Have you ever been convicted of a felony?
- c. Yes  No  PR  Have you ever been convicted of a crime other than parking or speeding violations? (Report any OWI's)
- d. Yes  No  PR  Have you ever had a founded report of abuse filed against you?

**I hereby affirm that the included information is accurate:**

\_\_\_\_\_  
 Signature of Applicant

\_\_\_\_\_  
 Date Signed