

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 Renewal Behind the Wheel Driving Instructor Authorization

**Instructions:**

1. Attach official **LETTER** issued by the Iowa Department of Transportation certifying completion of program refresher course.
2. A fee of \$40 is required. (Do not send cash; send a check or money order made payable to the Board of Educational Examiners.)
3. Attach a photocopy of verification of completion of a redesigned mandatory reporter of child and dependent adult abuse class (no older than five years)
4. Return this completed form with fee and certificate to the address above.
5. Please allow four weeks for processing.

Name changes require a photocopy of official legal documentation

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.

(Note: PR stands for **P**reviously **R**eported.)

- 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 all OWI's)
- d. Yes  No  PR  Have you ever had a founded report of child abuse filed against you?

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

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

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