



New Jersey Motor Vehicle Commission

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STATE OF NEW JERSEY

Chris Christie
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Kim Guadagno
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Remedial Driver Education Program Provider Fact Sheet For Probationary Driver Program (PDP) and Driver Improvement Program (DIP)

Training Providers,

The Program Provider fact sheet provides an overview of the new Motor Vehicle Commission (MVC) Remedial Driver Program Process. The fact sheet gives a general overview of provider responsibilities and requirements necessary for the successful completion of the MVC Remedial Education Programs.

Licensing Requirements

State Wide Safety Organizations or a New Jersey Licensed Driving School may apply for an application by accessing the MVC website link:

<http://www.state.nj.us/mvcbiz/BusinessServices/pdpdip/htm>

Licensing questions should be directed to the Business License Services @ 609-292-6500 Ext. 5014.

- Providers **submit a curriculum** for approval (MVC will review for approval - further detail in provider application package).
- Instructors hired to conduct MVC Remedial Driver Programs must be certified in the curriculum they will be utilizing to teach remedial programs. Information about instructor training can be found at the Business Services link noted above for all NJ approved curriculum.

Enrollment

- Customers will be instructed to visit the MVC website to select a training provider, schedule their class and complete their training by their compliance date.

Roster

- MVC will provide the class roster to be used for all MVC Remedial Education Classes.
- Rosters must be fully complete and given to the instructor assigned to teach class.

Classroom

- Customers must provide identification.
- The instructor must check the roster against the DL number to ensure that the driver in attendance is indeed the scheduled customer.
- Customers are required to be on time. The PDP class is a mandatory four hour program. The DIP class is a minimum three hour program.
- It is recommended that you have the customer sign the roster at the beginning of class and after any break to ensure they have completed the entire program.

Interpreters

- Customers should not be admitted to class without an interpreter if he/she has difficulty reading or speaking the English language.
- Interpreters are to print and sign their names under the "Remarks" column on the same line as the student's signature they are assisting.

Class Completions

- Rosters are to be submitted to the Office of Driver Education **no later** than the end of the second business day N.J.C.A. 13:19-14.16 (a). Please provide a contact number should MVC Driver Education staff need to verify roster information.