



# Application Procedures for Motor Driving Instructor's Licence

Applicants wishing to apply for a Motor Driving Instructor's licence must follow the information set out in this pamphlet.

**(1)** Sit and pass the Literacy Test (Reading and Writing skills).

For information, details and test dates; please telephone Driver Training and Audit, Oaklands Park on 83745100. You must bring your current SA photo Driver's Licence with you on the day of the test.

You will receive the result of your Literacy Test within 14 days by post. If you are successful you may proceed to address the requirements of the green application form "Motor Driving Instructor' Licence MR 224" (enclosed). When complete, lodge this form with a Customer Service Centre. A copy of your literacy test result letter must also be attached.

The Department for Transport, Energy and Infrastructure (DTEI) will send you a letter to explain whether you may apply for entry to the Certificate IV in Transport Logistics, Road Transport - Driver Instruction (TLI41207) course with a Registered Training Organisation.

**(2)** You are required to present the letter plus a copy of your literacy results, to the Registered Training Organisation with whom you enrol.

**(3)** Once you have successfully completed the TLI41207 Certificate IV course, take a notarised copy of your qualification to a Customer Service Centre. As long as you have not accumulated any convictions and still have an unconditional driver's licence the Department will process your Motor Driving Instructor Licence.

**NOTE: - you cannot begin training any clients until such time you receive your Motor Driving Instructor's Licence by mail from the Department for Transport, Energy and Infrastructure. Please allow up to 14 days.**

A Motor Driving Instructor License (MDI) allows you to train for fee or reward.

## Interstate Applicants

Applicants who hold a Driving Instructor's Licence from another State may apply for Mutual Recognition status. Please contact Driver Training and Audit unit telephone 83745100 for an application form.

# Accreditation Process

After obtaining your Motor Driving Instructor's Licence and have some experience in the field you may wish to apply to become an Accredited, Competency Based Training and Assessment, Motor Driving Instructor. The Competency Based Training and Assessment course delivered by the Department for Transport, Energy and Infrastructure leads to the instructor becoming an Accredited Examiner who is able to issue a Certificate of Competency to a trainee on successful completion of their final assessment. The client then presents the Certificate of Competency at a Customer Service Centre and a Provisional Licence is issued.

## Entry Requirements for (Accreditation) CBT&A Course

- (1) A copy of your Certificate IV in Transport Logistics, Road Transport -Driver Instruction (TLI41207).
- (2) Provide the names of five **novice drivers** trained by you who have gained their Provisional Licence under the Vehicle on Road Test (VORT) method.
- (3) Sit and pass a road law theory assessment and demonstration drive including manoeuvres to the CBT&A documented standard of a novice driver, using a **manual geared** vehicle supplied by the Standards and Training Unit.

When you have successfully completed steps 1 to 3 you will be issued with a letter from Driver Training and Audit Department acknowledging you are a suitable candidate to apply for the two additional assessment units. You will be required to present the letter on application to the Registered Training Organisation.

- (4) Apply to a Registered Training Organisations and complete the two assessment units **Plan and Organise Assessment:-** TAAASS401A and **Assess Competence:-** TAAASS402A. Once successfully completed you may apply to be listed for the next available Accreditation course with Standards and Training Unit.

### Accreditation Course Structure

National Course Code	Units	Nominal hours
TAAASS401B	Plan and Organise Assessment	15
TAAASS402B	Assess Competence	15
DTEI Course Code		
DTEI C1A or	Accreditation Course	60
DTEI MR1A		100

The Car Accredited course is conducted by the Standards and Training Unit, at Driver Training and Audit, at Oaklands Park.

The course duration is six days and applicants must meet the required documented standard to achieve competency and gain the endorsement of CBT&A Examiner.

For more information please contact Driver Training and Audit Unit, Oaklands Park Telephone 8374 5100.