

School Bus Driver, Attendant & Monitor Training Programs Notice of Program Offering

Directions: Print or type all of the requested information. This is a two-page form—a completed Program Schedule must be submitted with this page. You must be a certified School Bus Driver Instructor to submit this form and all instruction must be conducted in an approved teaching location.

1. Which SED Approved Curriculum are you teaching?

- Basic Driver Course
 Basic Attendant/Monitor Course
 Advanced Driver Course

For Monitor/Attendant Courses, you may only use NYSED approved course. List of approved courses is on NYSED Web site:

- Faye Stevens,
 PTSI,
 Dave Kennedy,
 ES BOCES,
 Other _____

Class size is limited to 35 or by the number of participants your facility is approved to accommodate; however, even if your room is approved for more than 35, you must receive approval from NYSED or current vendor for class sizes over 35.

2. Do you plan to offer NYDMV Point/Insurance Reduction credit? Yes No

Submit no less than 30 days before the start of the course. Note: NPOs not submitted at least 30 days before the start of the program cannot qualify for Point/Insurance Reduction (PIRP) approval. The Basic Course for Monitors and Attendants is not eligible for Point/Insurance Program credit from DMV.

3. Number of Participants expected: _____ Number of Certificates requested: _____

NYSED Certified Instructor Information

SBDI Number	SBDI Name (First & Last)	Telephone Number
SBDI Mailing Address (Paperwork)		

NYDMV Approved Facility Information

Delivery Agency Number	County of Facility	Facility Name / Room Number
------------------------	--------------------	-----------------------------

Fax or mail to:

Pupil Transportation Safety Institute—PTSI
 224 Harrison Street, Suite 300
 Syracuse, NY 13202
 Attn: Anne Page

Questions?

Phone (800) 836-2210 / (315) 475-1386
 Email: Anne@ptsi.org
 Fax: (315) 475-5033

2010—2011 School Year

Course number:	Certificates sent:	Class Dates:
----------------	--------------------	--------------

The course number must be included on the NPC submitted at the end of the course and on any correspondence about this course. Any participants trained without prior course approval do not meet regulatory requirements. All unused or voided certificates must be returned with the NPC.

Agency Use Only

