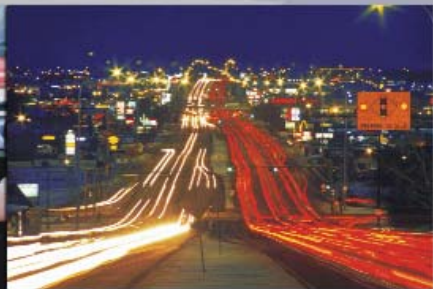




2007

*Tennessee
Driver Handbook
www.tennessee.gov/safety*





INTRODUCTION

The *Tennessee Driver License Program Handbook* is designed for all current and potential drivers in Tennessee. This handbook will help new and old drivers alike get ready for initial, renewal, and other license applications by explaining::

- the different types of licenses available
- the documentation and other requirements for license applications
- details on Intermediate Driver Licenses and how this graduated driver license works for driver license applicants under age 18
- basic descriptions of the tests required for a Driver License

This handbook should be used along with the *Tennessee Driver License Study Guide* in preparing for driver license and learner permit tests. Copies of the *Guide* and the *Handbook* are available at every Driver License station location across the state. A listing of these stations is available in both the *Study Guide* and the *Handbook*. Further both documents are on the Department of Safety website: www.tennessee.gov/safety/. Information about the Tennessee Driver License program is also available by calling the “Driver Information Line” at (615)-741-3954 or toll free at 1-866-849-3548 or TDD (Telecommunication Device for the Deaf) at (615)-532-2281.

Written comments/concerns should be sent to:

Tennessee Department of Safety
1150 Foster Avenue
Nashville, Tennessee 37249-1000

The purpose of this handbook is to provide a **general understanding** of the safe and lawful operation of a motor vehicle. Alone it will not teach you to how to drive. Mastering these skills can only be achieved with plenty of practice and constantly being alert and mindful of these laws/practices.

- Driver License Stations listing
- Table of Contents
- Chapters
 1. Your License
 2. Applying For Your License
 3. Intermediate Licenses for Drivers Under 18
 4. The Examinations



TENNESSEE DRIVER LICENSE STATIONS

WHERE TO RECEIVE/RENEW YOUR LICENSE:

Urban and most county offices are open Monday through Friday. Some smaller offices are open Tuesday through Friday or Monday through Thursday.

To check service days and hours, go to our website: www.tennessee.gov/safety or call 1-866-849-3548 [TDD-Telecommunication Device for the Deaf (615) 532-2281].

If your county is not listed, your County Court Clerk Office may provide driver license renewal services. See website or call toll free number above.

County	Street Address	City	Phone Number
Anderson	704 N Charles Seviers Blvd	Clinton	(865) 457-3958
Bedford	1304 Railroad Av	Shelbyville	(930) 680-2540
Blount	318 Home Av	Maryville	(865) 981-2359
Bradley	301 James Asbury Dr NW	Cleveland	(423) 478-0346
Campbell	111 Ellison Rd	LaFollette	(423) 566-9638
Carter	206 Cherokee Dr	Elizabethton	(423) 547-5886
Coffee	945 Jack Welch Av	Manchester	(931) 723-5066
Cumberland	31 Daniel Dr - Suite 101	Crossville	(931) 484-1360
Davidson	624 Hart Lane	Nashville	(615) 532-9780
Davidson	6604 Centennial Blvd	Nashville	(615) 741-4560
Davidson	1601 Murfreesboro Rd	Nashville	(615) 741-2541
Davidson	312 - 8th Av (Snodgrass Bldg.)	Nashville	(615) 253-2062
Dickson	207 Bruce Dr	Dickson	(615) 441-6218
Dyer	361 James H. Rice Rd	Dyersburg	(731) 286-8325
Fayette	7027 Highway 64-W	Oakland	(901) 465-6576
Fentress	641 South Main St	Jamestown	(931) 879-6733
Gibson	1211 Highway 45 Bypass West	Trenton	(731) 855-7826
Greene	1209 Hal Hernad Rd	Greeneville	(423) 638-3285
Hamblin	1901 State St	Morristown	(423) 587-7044
Hamilton	6502 Bonny Oaks	Chattanooga	(423) 634-3127
Hamilton	530 Cherokee Blvd	Chattanooga	(423) 266-2128
Hardeman	200 Harris St	Whiteville	(731) 254-2253
Hardin	880 Pickwick St - Unit 2	Savannah	(731) 926-1581
Henry	1120 Tyson Av	Paris	(731) 642-8863
Knox	7320 Region Lane (Straw Plains)	Knoxville	(865) 594-6399
Knox	207 Center Park - Suite 217	Knoxville	(865) 966-4350
Lawrence	235 East Gaines St	Lawrenceburg	(931) 766-1411
Lincoln	4120 Thorton Taylor Parkway	Fayetteville	(931) 438-1915
Madison	100 Benchmark Circle	Jackson	(731) 423-6622
Marion	103 Oak Av	Jasper	(423) 942-3794



TENNESSEE DRIVER LICENSE STATIONS

Maury	1701 Columbia Pike	Columbia	(931) 380-2548
McMinn	1865 Highway 30-E	Athens	(423) 744-2812
Montgomery	220 W Dunbar Cave Rd	Clarksville	(931) 648-5596
Obion	1420 South First St	Union City	(731) 884-2133
Putnam	4600 Jefferson St	Cookeville	(931) 528-5669
Roane	1064 N Gateway Av - Suite 1	Rockwood	(865) 354-1257
Robertson	4676 Highway 41 N - Suite C	Springfield	(615) 384-1885
Rutherford	1035 Samsonite Blvd	Murfreesboro	(615) 898-8036
Rutherford	5227 Murfreesboro Rd - Suite 103	LaVergne	(615) 793-3941
Sevier	980 Eastgate Rd	Sevierville	(865) 429-7016
Shelby	6340 Summer Av	Memphis	(901) 543-7920
Shelby	3200 E Shelby Dr	Memphis	(901) 543-7920
Shelby	6075 Winchester Rd - Suite 525	Memphis	(901) 543-7920
Shelby	5019 W Union Rd	Millington	(901) 872-0800
Shelby	2714 Union Av Extended	Memphis	(901) 452-7148
Sullivan	3769 Highway 11-W	Blountville	(423) 279-3250
Sumner	855 Bluejay Way	Gallatin	(615) 230-2995
Tipton	220 Highway 51-N - Suite 1	Covington	(901) 425-2517
Warren	167 Cadillac Lane	McMinnville	(931) 668-9073
Washington	4717 Lake Park Dr	Johnson City	(423) 926-4911
Weakley	8598 Highway 22	Dresden	(731) 364-5547
Williamson	4248 South Carothers Rd	Franklin	(615) 790-5515
Wilson	725 Elkins Dr	Lebanon	(615) 443-2757



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Chapter 1 YOUR LICENSE

Who Needs a Tennessee Driver License?



If you live in Tennessee and want to drive a motor vehicle, you **must** have a valid Tennessee driver license or Certificate for Driving (CFD).

Anyone who moves to Tennessee and has a valid driver license from another state or country must apply for a Tennessee driver license (or CFD) if they:

- live in the state longer than 30 days OR
- are working in Tennessee OR
- would otherwise qualify as a registered Tennessee voter.

What Class of License Do You Need?

In Tennessee, driver licenses (or CFDs) are issued specifically for the **class** and **type** of vehicle you operate. The class of license you need depends on the type of vehicle you operate and why you use your vehicle.

The chart on page 2 and the discussion below should help determine which class of driver license is needed, as well as whether or not any special endorsements are needed.

Class D Licenses

Driver license applicants who will be operators of regular passenger vehicles, pick-up trucks, or vans need a Class D license. This handbook provides the information you need to get a Class D license.

A Class D license is required for any vehicle, under 26,000 pounds. Vehicles that are under 26,000 pounds cannot be used with a Class D license if the vehicle is (a) transporting hazardous materials, (b) transporting more than fifteen passengers including the driver, or (3) used as a school bus. (If the vehicle is used for any of these purposes, a Class C license is required.)

To qualify for a Class D license, you must be at least sixteen (16) years of age, and must pass a vision test, knowledge test, and driving test. If you are under age 18, you must also meet

special qualifications for the Intermediate Class D license. (Graduated Driver License Program - See Chapter 3.)

Class D With F (For-Hire Endorsement)

If a person's main job is to drive or transport people in a Class D vehicle, a For Hire endorsement must be added to the Class D license. This endorsement replaces what used to be called a "chauffeur" or "special chauffeur" license.

The Class D license with a For Hire endorsement (Class D with F) serves as a bridge between the regular driver license required for private transportation and the commercial license required for tractor-trailers, large trucks, buses and the like. Examples of jobs that require a For Hire endorsement include:

- Taxi, shuttle service drivers
- Couriers, delivery services (flowers, pizza, etc.)
- Ambulance drivers

People hired for some purpose other than driving but drive in the course of doing their job, generally do not need this endorsement. For example, plumbers, meter readers and engineers do not need the For Hire endorsement. Volunteers driving Class D vehicles also do not need this endorsement.

NOTE: Although you may not be required by law to have the For Hire endorsement, your employer may require you to obtain this endorsement for insurance or safety requirements.

To add the For Hire endorsement, drivers must meet the eligibility requirements, pass the appropriate tests, and pay a fee of \$4.50. Applicants are eligible to apply for this endorsement if:

- They are at least eighteen years old, and
- They will be operating a Class D vehicle.

For-Hire endorsement applicants must pass a vision test, and a knowledge test designed specifically for the For-Hire Endorsement. The knowledge test uses information from the Tennessee Driver License Study Guide.

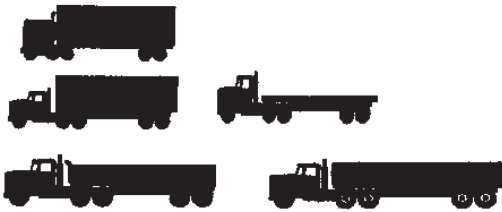
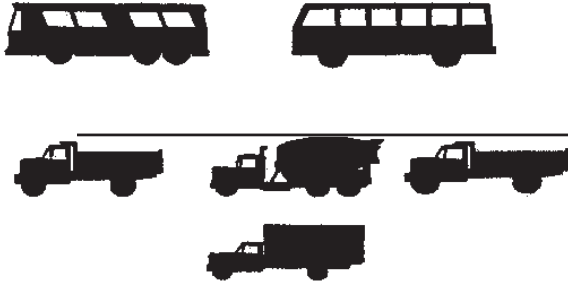




CLASS M (MOTORCYCLE)

The operator of a motorcycle, motor-driven cycle, or motorized bicycle/scooter will need to apply for a Class M license. These two and three-wheeled vehicles are categorized by cylinder capacity and other design features. Generally, if the vehicle is over 125 cubic centimeters, a Class M license is needed; if the vehicle is under 125 cubic centimeters, a Class M limited license is needed.

Class M licenses may be issued as a single license, or along with another primary class. For example, if a driver wishes to be able to operate both a motorcycle and a Class D vehicle, Class DM license is required.



DETERMINING WHICH CLASS OF LICENSE YOU NEED

CLASS OF LICENSE	If you want to get a license to drive this type of vehicle or a similar tank vehicle	Special endorsement may also be needed
A <ul style="list-style-type: none"> Combination vehicles GCWR over 26,000 lbs. Towed vehicle(s) over 10,000 lbs. 		ENDORSEMENTS <ul style="list-style-type: none"> N Tanks 1,000 gallons or greater H Hazardous materials (Haz Mat) X Tanks and Haz Mat T Double/triple trailers P Greater than 15 passengers including driver S School bus GCWR Gross Combination Weight Rating GVWR Gross Vehicle Weight Rating
B <ul style="list-style-type: none"> Trucks or buses over 26,000 lbs. GVWR Any such vehicle towing a vehicle not in excess of 10,000 lbs. GVWR 		ENDORSEMENTS <ul style="list-style-type: none"> N Tanks 1,000 gallons or greater H Hazardous materials (Haz Mat) X Tanks and Haz Mat T Double/triple trailers P Greater than 15 passengers including driver S School bus GCWR Gross Combination Weight Rating GVWR Gross Vehicle Weight Rating
C <ul style="list-style-type: none"> Vehicles weighing 26,000 lbs. GVWR or less: <ul style="list-style-type: none"> Placarded for hazardous materials Designed to seat more than 15 people including driver OR Used as a school bus 		
D <ul style="list-style-type: none"> Generally, all passenger vehicles, except vehicle in Classes A, B, C, or M 		
H <ul style="list-style-type: none"> Hardship license for drivers between the ages of 14 & 16 in special hardship cases 		SPECIAL RESTRICTIONS MAY APPLY
M <ul style="list-style-type: none"> Motorcycles and motor-driven cycles 		SPECIAL RESTRICTIONS MAY APPLY
P <ul style="list-style-type: none"> Issued as an instructional permit for a Class A, B, C, D, and M license 	SPECIAL RESTRICTIONS APPLY DEPENDING UPON THE PARTICULAR CLASS	



Chapter 1 YOUR LICENSE

Applicants wishing to apply for a Class M license should obtain and read the **Motorcycle Operator Manual** in addition to this manual. These manuals are available at all driver license stations or online at: www.tennessee.gov/safety.

“Off-road” motor vehicles cannot be used for the road test. In fact, “off-road” motor vehicles or All-terrain Vehicles (ATVs) may not be driven on any Tennessee/Federal highways/interstate roads. Legally this type of vehicle can only cross roadways by taking ninety-degree (90 degree) angles and must not directly cross any road/highway/interstate.

Commercial Driver Licenses - Class A, B, or C
Operators of larger and more complex vehicles will need to apply for a Commercial Driver License (CDL). These licenses include Class A, B, and C depending upon the Gross Vehicle Weight Rating (GVWR), Gross Combination Weight Rating (GCWR), and what is being transported.

Drivers of commercial motor vehicles (CMV) require CDLs. A CMV is a vehicle or combination of vehicles weighing more than 26,000 pounds. Smaller vehicles require a CDL if they are used to transport hazardous materials; to transport more than fifteen (15) people, or used as a school bus.

Drivers who need a CDL should obtain the Commercial Driver License Manual which contains detailed information necessary to prepare for the tests. These manuals are available at all driver license stations or online at: www.tennessee.gov/safety/.

NOTE: If a person holds a valid commercial driver license (Class A, B, or C license), this license is also valid for operating a Class D vehicle. No separate Class D license is required. A Class M license would be needed, if a commercial driver also wanted to operate a motorcycle.

Learner Permit (Class PD)

Instructional permits are issued with another class of license, indicating the class of vehicle which the operator is legally entitled to drive. For example, the Class PD license allows drivers to learn how to drive Class D vehicles.

To obtain a Class PD license, you must have reached your fifteenth birthday and pass the written and vision tests for a class D license. A driver with a Class PD license may operate an automobile only when accompanied by a licensed driver who is at least 21 years old and is sitting in the seat beside the driver. To exchange your Class PD license for a Class D license, you are required to take a driving test and another vision test. If you are less than 18 years old, you must have held a valid Class PD for 180 days and abide by all the requirements of the Graduated Driver License law as outlined in Chapter 3 of this handbook.

When Class PD drivers apply for an Intermediate Class D license, they do not need to repeat the knowledge test unless the license permit expired more than 12 months prior to the driving skills test.

Class H (Hardship)

A hardship license (Class H) may be issued to 14 or 15 year olds to operate passenger vehicles or motorcycles. These licenses are issued only in cases of family hardship and are limited to specific needs. Proof of hardship must be submitted with a Hardship Application (SF-0263). This form is available at all driver licensee stations and online at www.tennessee.gov/safety/. Each application is reviewed and evaluated on an individual basis.

Applicants who qualify for a hardship license must pass a vision test, knowledge test, and road test. These are the same tests administered for a Class D license. The Class H license is valid only for daylight hours and for travel to authorized locations as specified on an attachment.

Those with a hardship (Class H) license who are at least fifteen (15) years old are extended the same privileges as those holding a Class PD license, when they are accompanied by any of the responsible adults listed for the Class PD.

Regardless of a driver's age at the time of approval, a Hardship License will expire on the applicant's 16th birthday.

NOTE: Hardship License holders who did not have a Class PD learner permit and were approved for the Hardship Licensee less than 6 months before their 16th birthday, are required to drive under a Class PD when the Hardship License expires. These drivers cannot apply for an Intermediate Driver License until they have a total of **180 days** driving experience with their Hardship and Class PD licenses and meet the Intermediate license requirements.

Identification Licenses (“ID Only”)

There are two types of licenses for identification purposes only. No testing is done, but the applicant must meet the same standards for proof of identity and residency as for any driver license. None are valid for any vehicular operation. If an applicant is under the age of eighteen (18) a responsible adult must complete a portion of the Minor/Teen-age Affidavit and





Chapter 1 YOUR LICENSE

Cancellation form (available at any driver license station) at the time of application.

1. The first type of identification is an **“Expiring Identification License”** that may be issued to any person under age 65 not currently holding a valid driver license. The person must present positive proof of identification and all other requirements detailed in the next chapter. NOTE: At age sixty-five (65) or older, this ID does not expire.

- Any applicant who does not have a social security number shall complete an affidavit, under penalty of perjury, affirming that the applicant has never been issued a SSN, and must provide either an original or certified copy of one of the following:
 - (a) Birth Certificate issued by Tennessee or another state, possession, territory or commonwealth of the USA - OR
 - (b) Documentation issued by the United States Immigration and Naturalization Service acceptable to the Department of Safety.

2. The second type is a **“permanent identification license”** that any person who is mentally retarded or physically handicapped may obtain. In addition to presenting positive proof of identification, the applicant must submit a certified statement from a licensed medical doctor stating that the applicant is unable to operate a vehicle. Those who qualify for this ID may receive it free of charge. ID licenses issued in this manner do not expire.

As a service to Tennessee residents, parents may obtain these identification-only licenses for their children.

Driving without being licensed is a class B misdemeanor. The penalty is a fine up to five hundred dollars (\$500) and/or six months in jail.

PENALTIES FOR DRIVING WITHOUT A LICENSE

While driving in Tennessee you must have your driver license or certificate for driving in your possession to show on request to any law enforcement officer. If you do not have your license with you, you may be fined not less than two dollars (\$2.00) and no more than fifty dollars (\$50.00).

Who Is Not Required To Have A Driver License?

- Any member of the armed forces while operating a motor vehicle owned or leased by any branch of the armed services of the United States, including the National Guard.

- Operators of any road machinery, farm tractor, or other farm equipment which is temporarily operated or moved on a highway.
- Non-Tennessee residents who have in their immediate possession a valid driver license issued by their home state or country, equivalent to the appropriate class or type of Tennessee license.
- Non-U.S. citizens and who, in connection with their employment in managerial or technical positions in Tennessee, may operate vehicles with a valid driver license issued by another state, country, or international body for a period of six (6) months. These individuals must apply for a license at the end of six (6) months.
- Students enrolled in an approved driver training course in a public or private secondary school, or in a licensed commercial driver training school for passenger vehicles, when accompanied by a certified instructor.

Who Is Not Eligible?

- Anyone whose license is currently suspended or revoked in this, or any other state
- Anyone the Commissioner (or the Commissioner’s designee) has determined would not be able to operate a motor vehicle safely because of mental or physical disabilities
- Anyone required to show proof of car insurance/financial responsibility who has not done so.
- Anyone under the age of eighteen who has dropped out of school before graduating, or who does not make “satisfactory progress” in school.
- Anyone who cannot provide the required proof of U.S. Citizenship or Lawful Permanent Resident (LPR) status will not qualify for a driver license or identification license (ID Only)

Certificate for Driving. (CFD)

Certificates for Driving (CFD) are used by those Tennessee residents who are **NOT**

permanent residents but have temporary resident immigration status. Their presence in the U.S. has been authorized by the federal government for a specific purpose and for a specific time period. All other applicants for Tennessee Driver Licenses or Identification Only Licenses must provide proof of U.S. Citizenship (USC) or Lawful Permanent Residency (LPR). Proof of **temporary resident status** or **Temporary Legal Presence (TLP)** is generally





Chapter 1 YOUR LICENSE

made with one or more of the following documents: (a) Conditional Resident Alien Card (I-551), (b) Temporary Resident Identification Card (I-688), (c) Employment Authorization Card (I-766), or (d) Valid Foreign Passport with Visa and I-94.

This license type is issued as proof that the holder has successfully passed Tennessee's driver license examinations/requirements for the operation of Class D and/or Class M vehicles. It is not an identification document and clearly states that it is "FOR DRIVING PURPOSES ONLY – NOT VALID FOR IDENTIFICATION".

Other CFD features include:

- CFD class types will be preceded by the letter "T" (i.e. TD, TM, TPD, etc.)
- CFD may be issued as a Learner Permit (i.e. TPD, TMPD, etc.) or as a combo type (i.e. TDM, TMPD, etc.)
- The expiration date of the CDL should match the expiration date of the immigration documentation.
- However, the CFD is always issued for a minimum of one year when the expiration date is less than one year.
- Maximum length of time a CFD can be issued is five (5) years
- When the immigration document shows "D/S" or "Duration of Stay/Status" instead of an actual expiration date for the CFD the five-year maximum date is used.

Other Driver Related Topics

Organ Donor Program - Anatomical Gifts

More than 90,000 Americans, including over 1,900 Tennesseans, are waiting for a life-saving organ transplant. Seventeen people die each day while waiting because there is a shortage of donors. Hundreds of thousands more need a life-enhancing tissue or cornea transplant. (Source: www.unos.org) More than 750,000 Americans benefit from a life-enhancing tissue transplant each year. Another 46,500 have better vision each year as a result of corneal transplants. A decision to become an organ and tissue donor can save or enhance someone's life.

The primary way to indicate willingness to be an organ donor is on the Tennessee Driver License or Identification card. By signing the back of a driver's license, you could be giving someone the ultimate gift — the Gift of Life. When applying for a driver license, or renewing the current one, there will be a box to check indicating your wishes to be an organ and tissue donor. If you are getting a new photo license, a red heart shape will appear in upper right corner of your photo for a visual notation of your choice to "share your life" You may fill out the Tennessee Organ Donor Card on the back of your license at any time. Also, you may fill out the top portion of

your renewal sticker, if you make your choice as a part of your renewal by mail or internet: (www.tennessee.gov/safety/).

TENNESSEE DONOR AGENCIES	
East Tennessee	
Mountain Region Donor Services.....	888 562-3774
.....or (423) 915-0808	
East Tennessee Eye Bank	(865) 544-9625
Knoxville Area	
Tenn. Donor Services	888-562-3774
.....or (423) 588-1031	
East Tenn. Eye Bank	(865) 544-9625
Nashville Area	
Tenn. Donor Services Organ Services	888-234-4440
Tenn. Donor Services Tissue Bank	(615) 234-5200
Chattanooga Area	
Tennessee Donor Services	(423) 756-5267
Lions Eye Bank	(423) 778-4000
Jackson Area	
Tennessee Donor Services	(731) 425-6393
Memphis Area	
Midsouth Transplant Foundation.....	(901) 328-4438
Midsouth Eye Bank	(901) 726-8264
Regional Medical Center Skin Bank	(901) 545-8313

A signed driver license or donor card is the easiest way to indicate a person's decision to become a donor. The law states that only the person signing the driver license can revoke this decision — **no one else**. It is important for family members to know your decision about donation so they can see your wishes are carried out.

For more information regarding organ and tissue donation, please contact the agencies in your area. You may also contact The Coalition on Donation at www.shareyourlife.org or 1-800-355-SHARE

Voter Registration – Motor Voter

To make it easy for citizens to register to vote, you may register to vote or update your voter record, when you apply for a driver license or ID. The Department does not process your voter registration application. The application is forwarded to your local election commission.

- **REMEMBER:** Only the Election Registrar can process and issue a voter registration card. The Driver License Office sends your application to the appropriate County Election Commission to save you an additional trip. IF you have not received your Voter Registration Card within



Chapter 1 YOUR LICENSE

30 days of applying at the Driver License Office, you should contact you local County Election Commission immediately.

International Driving Permit (IDP)

An International Driving Permit does not automatically allow a driver to operate an automobile in Tennessee or any other state. U.S. Citizens traveling abroad and/or foreign visitors to the United States are NOT required to have an International Driving Permit. However it can be useful in emergencies such as traffic violations or auto accidents when a foreign language is involved.

An International Driving Permit is an official translation of a driver's home state or country driver license into the nine official languages of the United Nations, including English. This translated document is to be used with the valid driver license issued by the driver's home state or country. Tennessee Driver License Offices do not issue International Driving Permits. Any Tennessee resident who is interested in obtaining an IDP before traveling abroad should contact a local American Automobile Association (AAA) office or visit their website at: www.aaasouth.com.



Chapter 2 APPLYING FOR YOUR LICENSE

Documents and Forms Checklist

STOP DO YOU HAVE THE RIGHT DOCUMENTS!

IMPORTANT: All Documents Must be Originals or Certified Copies. No Faxes or Photocopies. ✓ = REQUIRED FOR TYPE OF SERVICE SHOWN:	Learner Permit	Driver License	Certificate for Driving	ID Only
	PD	DL	CFD	ID
PROOF OF U.S. CITIZENSHIP OR LAWFUL PERMANENT RESIDENT EXAMPLE: U.S. Birth Certificate, U.S. Passport, I-551 / Permanent resident card, etc.	✓	✓		✓
PROOF OF LEGAL PRESENCE EXAMPLE: Conditional Resident Alien Card (I-551), Temporary Resident Identification Card (I-688), Employment Authorization Card(I-766), Valid Foreign Passport with Visa & Valid I-94, etc.			✓	
PRIMARY PROOF OF IDENTIFICATION EXAMPLE: Certified Birth Certificate, Military ID Card, Passport, Valid Driver License Or ID Card Issued By Another State, etc.	✓	✓	✓	✓
SECONDARY PROOF OF IDENTIFICATION EXAMPLE: SSN Card, Work ID, Insurance Policy, School ID, Voter Registration, etc.	✓	✓	✓	✓
PROOF OF ANY NAME CHANGES IF DIFFERENT THAN PRIMARY ID EXAMPLE: Certified Marriage Certificate, Divorce Decree, Certified Court Order, etc.	✓	✓	✓	✓
TWO PROOFS OF TENNESSEE RESIDENCY WITH YOUR NAME AND RESIDENT ADDRESS – NO P.O. BOXES(CURRENT=FROM LAST 4 MONTHS) EXAMPLE: Utility Bills, Vehicle Registration/Title, Bank Statement, etc.	✓	✓	✓	✓
SOCIAL SECURITY NUMBER* EXAMPLE: SSN Card, Paycheck stub with SS# AND Name, IRS Forms, etc. *SSN Affidavit may be signed IF no SSN yet assigned by the U.S. Government	✓	✓	✓	✓
<i>If under eighteen (18) years of age you will also need:</i>				
TEENAGE AFFIDAVIT/FINANCIAL RESPONSIBILITY If guardian or step-parent is not shown on birth certificate will need proof of relationship such as custody or adoption papers, or marriage certificate if step-parent is signing.	✓	✓	✓	✓
PROOF OF SCHOOL ATTENDANCE / PROGRESS State Form SF1010 completed and signed by School Principal or Guidance Teacher within past 30 days – OR – letterhead statement from out-of-state or private schools, clearly stating student is not truant and is successfully progressing in the majority of scheduled classes – SIGNED AND DATED WITHIN PAST 30 DAYS.	✓	✓	✓	
CERTIFICATION OF 50 HOURS BEHIND THE WHEEL DRIVING EXPERIENCE (SF-1256)		✓	✓	
<i>If applying for or currently holding a Commercial Driver License (CDL) you may also need:</i>				
VALID DOT MEDICAL CARD	✓	✓		
SOCIAL SECURITY NUMBER: Federal regulations require CDL holders to have an SSN. The SSN Affidavit is NOT allowed when applying for a commercial license.	✓	✓		
FORM 2-C FOR PUBLIC SCHOOL BUS DRIVERS – OR – SCHOOL LETTER FOR PRIVATE SCHOOL BUS DRIVERS.		✓		

Please Note

A Detailed List of Acceptable Documents is available at www.tennessee.gov/safety and in the Tennessee Driver Handbook and Driver License Study Guide. Remember to study the handbook to prepare for the required tests. All questions on the tests come directly from the handbook.





Chapter 2 APPLYING FOR YOUR LICENSE

The checklist and overview on page 7 will provide you with a handy reference guide to the various documents and forms needed for obtaining a Tennessee issued driver license or identification document. Please be sure to review the entire chapter to become familiar with the requirements and items acceptable by the examiner. Tennessee has intensive identification requirements for all applicants including new and returning residents as well as Tennesseans needing to renew an existing license, certificate or identification.

If you have moved from out of state, your valid driver license from your former state can be used to prove your identity. The out-of-state driver license cannot be used to prove U.S. Citizenship or Lawful Permanent Resident status. Because identification and citizenship documentation requirements are very specific, it is very important that you read through these requirements carefully to avoid unnecessary trips to a Driver License Station.

What Do You Need To Bring?

To protect your identity and to reduce the potential for fraud, we must determine that you are “who you say you are.” This is why you must bring positive proof of your name and date of birth. The proof must be original or certified documents, not photocopies.

If your current name is different from the one shown on these documents, you must show all of the links between your name currently on file and the name you want to have shown. Each link must be supported by original, certified legal documents. **We cannot accept name changes through the mail.**

Proof of Identity

The Driver License Examiner will require positive proof of date of birth and identification of any person applying for any class of driver license (or CFD) or photo identification license. Review Table 2.1 on page 9. The Examiner will ask for two (2) items of proof as follows:

- ORIGINAL applicants must have at least one item from the Primary Identification list. The second item may be from the Secondary Identification list or another item from the Primary Identification list.
- Applicants for DUPLICATES or RENEWAL of an existing Tennessee DL/ID must provide 2 items from either list.
- NEW RESIDENTS must surrender their license from their former state -OR- provide the same two (2) items of proof as required of an ORIGINAL applicant.
- CHANGE OF NAME: Applicants will need proof (such as an original certified court order, marriage certificate, divorce decree, etc.) of **name** changes when any of the primary or secondary identification documents listed below have a name different than the applicant’s current name.

Proof of Tennessee Residency

The Driver License Examiner will require positive proof of Tennessee residency for the following applicants:

- ORIGINAL applicants for a first time ID, CFD, permit or license of any class.
- NEW RESIDENT applicants for an ID, CFD, permit or license of any class.
- RETURNING RESIDENT applicants for an ID, CFD, permit or license of any class (even when the applicant may have previously held a Tennessee ID or license before moving out of state).

Proof of residency requires applicants to provide two documents from the lists shown in the Acceptable Proof of Residency chart on page 10. Both documents can be from List A or they can be a combination of one from List A and one from List B. Documents listed are valid for residency proof as long as the documents contain the following information:

1. The applicant’s name - OR -
2. The name of the applicant’s spouse, if the applicant has a spouse (proof of relationship will be required if this type of proof is used) - OR -
3. If the applicant is a minor, the name of a parent or legal guardian (proof of relationship will be required if this type of proof is used)
4. The Tennessee residence address used on the application for ID, CFD, permit or license of any class. Most items in List B will NOT have the address but are still acceptable.
5. Documents must be originals; **no photocopies or facsimile (FAX) copies can be accepted.**

NOTE: Proof of relationship can be established with a certified marriage certificate or a birth certificate (the long-form).

Social Security Numbers

Tennessee law requires the Social Security number for all applications where the U.S. Government has issued the applicant a Social Security number. The department maintains this information on each applicant’s record. You may choose whether or not to have it printed on your license.

Tennessee has a computer link with the Social Security Administration, so most applicants will not have to present proof of the Social Security number. This link will return a message indicating that the number matches (or not). If the Social Security number provided fails to match with the computer records, the Examiner will ask for proof of the number from the applicant. Some documents the Examiner can use as proof are listed below. These documents used for proving the Social Security number may also serve as the second document to prove identity.

- An original Social Security card
- The Internal Revenue Service W-2 Wage and Tax Statement form



Chapter 2 APPLYING FOR YOUR LICENSE

Primary Identification

Acceptable primary identification includes but is not limited to original or certified documents with full name and date of birth, such as the following items:

Table: 2.1

Document	Notes
<ul style="list-style-type: none"> U.S. photo driver license or photo ID card or license from another country. Photo document must be issued by state or federal agency. Original or Certified Birth Certificate 	<ul style="list-style-type: none"> May also include photo learner permits Licenses not issued in English, must be translated and accompanied by a Certificate of Accurate Translation —or— a valid International Driving Permit. Must be original or certified copy, have a seal and be issued by an authorized government agency such as the Bureau of Vital Statistics or State Board of Health. Hospital issued certificates and baptismal certificates are NOT acceptable. Foreign birth certificates, not issued in English, must be translated and accompanied by a Certificate of Accurate Translation.
<ul style="list-style-type: none"> Military Identification 	<ul style="list-style-type: none"> Active Duty, Retiree or Reservist military ID card Discharge papers Military Dependent ID card
<ul style="list-style-type: none"> Passport (Valid) 	<ul style="list-style-type: none"> Passports, not issued in English, must be translated and accompanied by a Certificate of Accurate Translation. Passports are not acceptable if expired.
<ul style="list-style-type: none"> Immigration Naturalization Service documentation 	<ul style="list-style-type: none"> <i>Certificate of Naturalization</i> N-550, N-570, N-578 <i>Certificate of Citizenship</i> N-560, N-561, N-645 Northern Mariana Card, American Indian Card U.S. Citizen Identification Card (I-179, I-197) Temporary Resident Identification Card (I-688) <i>Travel Documents</i> - Record of Arrival and Departure (I-94) I-551 U.S. Re-entry Permit (I-327) Employment Authorization card (I-688A, I-688-B, I-766) <i>Refugee I-94</i> Record of Arrival and Departure stamped "Refugee", not likely to be in a foreign passport Refugee Travel Document (I-571) <i>Canadian documents</i> Immigration Record and Visa or Record of Landing (IMM 100) Canadian Department of Indian Affairs issued ID card
<ul style="list-style-type: none"> Marriage Certificate 	<ul style="list-style-type: none"> Must include the applicant's full name and date of birth. The certificate must be the copy that is registered AFTER the marriage; NOT just the "license" authorizing the union.
<ul style="list-style-type: none"> Federal Census Record 	<ul style="list-style-type: none"> Must include the applicant's full name and date of birth (age)
<ul style="list-style-type: none"> Applicant's Own Child's Birth Certificate 	<ul style="list-style-type: none"> Must include the applicant's full name and date of birth (age)
<ul style="list-style-type: none"> Adoptive Decree 	<ul style="list-style-type: none"> Must include the applicant's full name and date of birth
<ul style="list-style-type: none"> Legal Change of Name (Divorce, etc.) 	<ul style="list-style-type: none"> As recorded in court decree with judge's original signature and/or official court seal
<ul style="list-style-type: none"> Any confirmation of date of birth in court of law 	<ul style="list-style-type: none"> As recorded in court document(s) with judge's original signature and/or official court seal

Any other documentary evidence which confirms to the satisfaction of the Department the true identity and date of birth of the applicant.

Secondary Identification

Document	Notes
<ul style="list-style-type: none"> Computerized Check Stubs 	<ul style="list-style-type: none"> Must include the applicant's full name pre-printed on the stub.
<ul style="list-style-type: none"> Union Membership Cards 	<ul style="list-style-type: none"> Must include the applicant's full name
<ul style="list-style-type: none"> Work IDs 	<ul style="list-style-type: none"> Preferably with photo
<ul style="list-style-type: none"> Financial Institution Documents 	<ul style="list-style-type: none"> Computer printouts of bank statements, savings account statements, loan documents, etc.
<ul style="list-style-type: none"> Social Security Documents 	<ul style="list-style-type: none"> SS Card (original only not metal or plastic replicas), printout, benefits statements, etc.
<ul style="list-style-type: none"> Health Insurance card 	<ul style="list-style-type: none"> TennCare, Medicaid, Medicare, etc.
<ul style="list-style-type: none"> IRS / state tax form 	<ul style="list-style-type: none"> W2 Forms, Property tax receipts, etc.
<ul style="list-style-type: none"> Military Records 	<ul style="list-style-type: none"> Assignment orders, selective service cards, Leave & Earnings Statement, etc.

- A computer generated payroll check (check stub) or bank statement with your Social Security Number on it.
- Health insurance card with both name and Social Security number

If You Have Never Been Issued a Social Security Number

Applicants who have never been issued a Social Security number may sign a sworn affidavit to that effect. This affidavit is available at any Driver License Station and must be signed in the presence of a Driver License Examiner or Notary



Chapter 2 APPLYING FOR YOUR LICENSE

Proof of Tennessee Residency

Documents must show the residence used for the application and the applicant's name (or name of the applicant's parent, guardian or spouse)

Table: 2.2

Two Documents From List A Showing residence address used on application and your name, or name of your parent, guardian or spouse	OR	One Document From List A and One Document From List B
LIST A <ul style="list-style-type: none">• Current utility bill including telephone, electric, water, gas, cable, etc. (Must include postmarked envelope bill was mailed in) Initial Deposit Receipt is NOT acceptable.• Current bank statement (not checks)• Current rental/Mortgage contract fully signed and executed or receipt including deed of sale for property• Current employer verification including paycheck / check stub, work ID or badge, etc.• Current automobile, life or health insurance policy (not wallet cards)• Current driver license or ID issued by the State of Tennessee to a parent, legal guardian or spouse of applicant (proof of relationship required)• Current Tennessee motor vehicle registration• Current Tennessee voter registration• Current IRS tax reporting W-2 Form• Receipt for personal property or real estate taxes paid within the last year• In case of student enrolled in public or private school in this state, student may provide a photo student ID and acceptable documentation that student lives on campus.		LIST B <ul style="list-style-type: none">• Individual Taxpayer Identification Number (ITIN) issued by the IRS• Form I-94 issued to the applicant by the Immigration and Naturalization Service (INS)• Employment authorization document (E.A.D.) issued to the applicant by the INS• I-551 issued to the applicant by the INS

REMEMBER — NO PHOTOCOPIES

Public. By signing this affidavit, the applicant attests, under the penalty of perjury, that no Social Security number has ever been issued to him/her by the U.S. Government. This affidavit allows the Department of Safety to process the application without the requirement of the Social Security Number.

Proof of U.S. Citizenship or Lawful Permanent Residency

Proof of U.S. Citizenship or Lawful Permanent Residency is required to obtain a Tennessee driver license or Identification Only License. (See Table 2.3.) Documentation that they are either a U.S. Citizen or a Lawful Permanent Resident (LPR) must be provided by the following:

- First-time applicants;
- New and returning Tennessee residents;
- Applicants reinstating a driver license after being revoked, suspended or cancelled (regardless of when the license was issued); or
- Anyone issued a Tennessee driver license or photo identification license since January 1, 2001 who is renewing for the first time.

If an applicant is unable to provide the required proof or only has "temporary" immigration status he/she will NOT be eligible for a driver license or identification only license.

However, the applicant may be eligible for a Certificate for Driving (CFD) if Temporary Legal Presence (TLP) or temporary resident status can be proven. One or more of the following documents may provide the necessary proof:

- Conditional Resident Alien Card (I-551)
- Temporary Resident Identification Card (I-688)
- Employment Authorization Card (I-766)
- Valid Foreign Passport with Visa and I-94 Arrival/Departure Record

The above documents usually have expiration date(s) for immigration status. These dates are important in issuing CFD licenses.

REMEMBER: To receive a Certificate for Driving, in addition to establishing Temporary Legal Presence/temporary resident status, all Tennessee's driver license examinations/requirements for operation of Class D and/or Class M vehicles must be met.

License Fees At A Glance

Tennessee licenses expire every five years on the driver's birthday evenly divisible by five (age 30, 35, 40 . . . 55, 60, 65, etc.). To get new license holders on the "Drive for Five" cycle, your first license may be for a shorter or longer period than five years. If so, fees will be pro-rated. Everyone pays the



Chapter 2 APPLYING FOR YOUR LICENSE

Table: 2.3

Acceptable documents proving an applicant is a U.S. citizen or a lawful permanent resident include, but are not limited to, the following:

- Official Birth Certificate issued by a U.S. state, jurisdiction or territory (Puerto Rico, U.S. Virgin Islands, Northern Mariana Islands, American Samoa, Swain's Island, Guam);
- U.S. Government-issued Certified Birth Certificate;
- U.S. Certificate of Birth Abroad (DS-1350 or FS-545);
- Report of Birth Abroad of a Citizen of the U.S. (FS-240);
- Valid or expired U.S. Passport;
- Certificate of Citizenship (N560 or N561);
- Certificate of Naturalization (N550, N570 or N578);
- Unexpired U.S. Active Duty/Retiree/Reservist Military ID Card (DOD DD-2);
- U.S. Citizen Identification Card (I-197, I-179);
- INS I-551 Permanent Resident Alien Card;
- Foreign passport stamped by the U.S. Government indicating that the holder has been "Processed for I-551";
- Permanent resident Re-entry Permit (I-327);
- Temporary I-551 stamp on Form I-94 Arrival/Departure Record, with photograph of the applicant;
- U.S. Department of Reception and Placement Program Assurance Form (Refugee) and I-94 stamped refugee;
- Form I-94 Record of Arrival and Departure stamped Asylee; Parolee, refugee, asylum, HP (humanitarian parolee or PIP (public interest parolee)).

same fees per year for each license. The fees shown on Page 12 (Table 2.4) as "standard fees" are calculated for a 5-year license and include an application fee.

Your actual fees may vary slightly depending upon your age at the time of applying. The actual fee and number of years issued will be determined by the age you are within 6 months of (i.e. $21 + 3$ months = 21st birthday issue for 4 years, or $21 + 8$ months = 22nd birthday issue for 3 years)

Certificate For Driving (CFD) Fees At A Glance

The Certificate for Driving (CFD) is NOT issued on the same schedule as a driver license. A CFD will generally be issued for only one (1) year from the date of issuance, unless the applicant provides immigration documentation with a valid expiration date of more than one year. In those cases the expiration date should coincide with the expiration date of the immigration documents up to a maximum term of five (5) years.

The fees for a Certificate for Driving (CFD) are fixed rates that do not change with the length of time the CFD is issued. The cost for a Certificate for Driving will be \$19.50 regardless of the type issued (TD, TPD, etc.) or whether issued for one year, two years or the maximum of five years.

Additional fees applied to the CFD cost the same as with a license. For example a minor applying for a GDL Certificate for Driving will pay the additional \$5.00 GDL fee at the applicable levels for a total of \$24.50.

If getting a CFD for a motorcycle the additional \$1.00 motorcycle fee will apply for a total of \$20.50 for TM. Also if the applicant is getting a CFD for two types there is a charge for each type plus any applicable additional fees (for example \$38.00 for a Class-Type TDM).

Other Applicants

New Residents

People who move to Tennessee must obtain a Tennessee driver license no later than **thirty days (30)** after establishing residency. After passing the required tests, they must surrender all out-of-state driver licenses. Tennessee law does not allow a resident to hold more than one valid license or ID.

If the new resident presents an out-of-state driver license that has not expired, only the vision test is required, unless otherwise deemed necessary by the Examiner. However, if the license expired more than six months from the application date, all tests are required. New residents must also provide items for proof of residency and citizenship (see Table 2.3).

Military Personnel

If a person holds a valid Tennessee license and is in or enters into the United States armed forces, that license shall remain valid as long as the person remains on active duty, and is based outside this state. Members of the National Guard and family members of military personnel are not eligible for this provision.

While on active duty and stationed outside of Tennessee, the military person may have a "Code 30" placed on the license to indicate that the license does not expire. To add this code, bring a copy of your military orders to the driver license station and pay the appropriate fees.

Note: after you have been honorably discharged or separated from the military, or reassigned to a duty station back in Tennessee, you have **sixty (60)** days following the date of separation on the DD214 form to renew your license without any penalty or added tests. Former military personnel who do NOT have an honorable discharge must take the full set of tests and pay all applicable late fees in order to renew the license.



Chapter 2 APPLYING FOR YOUR LICENSE

Table: 2.4

License Class (standard 5-year cycle)	License Fees	Minimum Age	Certificate Fees	CFD Type (standard 1-year cycle*)
D - Operator	\$19.50	16	\$19.50	TD - Class D Vehicle
D w/For Hire	\$22.00	18	N/a	N/a
Adding For Hire	\$4.50	18	N/a	N/a
PD - Learner Permit (over age 18)	\$5.50 (1 yr)	18	\$19.50 (1 yr)	TPD - Class D Permit (over age 18)
PD - Learner Permit (under age 18)	\$10.50 (1yr)	15	\$24.50 (1 yr)	TPD - Class D Permit (under age 18)
H - Hardship	\$9.00	14	\$19.50	TH - Hardship
ID Only	\$5.00	Under 18	N/a	N/a
ID Only	9.50	Over 18	N/a	N/a
M-Motorcycle	\$20.50	14	\$20.50	TM - Class M Vehicle
DM - Operator & Motorcycle	\$38.00	16	\$38.00	TDM - Class D & M Vehicles
Class A	\$46.00	21	N/a	N/a
Class B or C	\$41.00	21	N/a	N/a
1st Duplicate - D or M	\$8.00	—	\$19.50	1st Duplicate - D or M
2nd or subsequent Duplicate - D or M	\$12.00	—	\$19.50	2nd or subsequent Duplicate - D or M
1st Duplicate - CDL	\$12.00	—	N/a	N/a
2nd or subsequent Duplicate - CDL	\$16.00	—	N/a	N/a
Intermediate Restricted - D	\$24.50	16	\$24.50	Intermediate Restricted - TD
Intermediate Unrestricted - D	\$2.00	17	\$2.00	Intermediate Unrestricted - TD
“Graduating” to Class D	\$8.00	18	\$19.50	“Graduating” to Class TD

*Certificate cycle could extend up to maximum of 5 years based on validity of immigration documents presented.

Frequently Asked Questions

Q: How Do I Replace a Lost License?

If your driver license or learner permit is ever lost, stolen or destroyed, you may obtain a duplicate by applying at any driver license station, or you can visit our website (www.tennessee.gov/safety/to see if you are eligible to apply for a duplicate on-line. If you must apply in person, you will need to present proper identification, and pay the appropriate fee. The fee may vary depending upon the number of duplicates applied for during the current renewal cycle of your license.

Q: How Do I Renew My License?

The department mails every driver a courtesy renewal notice four to six weeks before his/her license expires. **Read your renewal notice carefully.** The notice explains several ways to renew a driver license.

- If you have a current valid photo license, you may renew by mail, or on-line through our website (www.tennessee.gov).
- If you renewed by mail or internet on your last renewal, or have certain types of licenses, your renewal notice will direct you to go to your nearest driver license station to have a new photograph made.
- If you are 60 years old or older and choose to have a non-photo license, you may obtain this by mail or internet. You will be sent a new non-photo license to replace your old license.

Don't Let Your License Expire.

No matter how you renew, the important thing is to do so before your license expires. If you let 30 days go by after your expiration date, there will be a five-dollar late fee. After six months, the late fee doubles to \$10.00. If you let five years go by without renewing, not only will you have to pay the \$10.00 late fee, you will also have to pass vision, knowledge, and skills test.

These are not “grace periods.” **When your license expires, you are no longer entitled to drive**, and will be subject to the same penalties as someone who has never been licensed. It is your responsibility to maintain the validity of your license.

If you do not receive a renewal notice, you may simply take your current license to any driver license station. The renewal notice itself is not necessary for you to be able to renew your license.

Q: How Do I Change My Address?

It is important to notify the Department of Safety if your address changes. If your residence address changes (even though you may not have moved) you are required by state law to notify the Department of Safety within **ten (10) days** of this change. Notifying the post office of an address change will not provide the information to us. By failing to notify us, you could miss the renewal date of your license, or other important correspondence from the Department of Safety.



Chapter 2 APPLYING FOR YOUR LICENSE

The law does not require the address to be changed on your actual license, just on our files. If you want to have your record updated, write to us and give us your name (as it appears on your license), driver license number, date-of-birth, and Social Security number. You may do this by letter, by picking up a change-of-address form at any driver license station, or on-line via our website.

If you want a new license issued that reflects this change, you may go to a driver license station, pay the appropriate fees, and have a new license issued or you may visit our website at www.tennessee.gov/safety/ and apply for a duplicate with the new address on-line.

When giving us your new address, remember that by law, your license must show your legal resident address: a house, and/or apartment number and the street or a route and box number. The city along with the correct zip code is also required. A post office box alone will not be accepted as a mailing address. For on-line service visit our web site at:
<http://www.tennessee.gov/safety/>.

Q: Can Personal Information From My Record be released?

The Federal Driver Privacy Protection Act (DPPA) prohibits the dissemination or disclosure of personal information from a motor vehicle record without the “express consent” of that driver. This means that the personal information contained in your driver license record is protected. Without your express consent, we will not release your personal information to people wanting a mailing list or individuals who ask for your record for an unspecified purpose. If you want us to release your information, visit the local Driver License Station to file your request or visit our website at
<http://www.tennessee.gov/safety/>

Q: For persons 18 years old and over OR if under 18 years old who have graduated high school or received their GED, must they participate in the Graduated Driver License (GDL) Program?

No. The GDL law does not apply to anyone age 18 or older who has graduated high school or received a GED.



Chapter 3 INTERMEDIATE LICENSES FOR DRIVERS UNDER 18—*GRADUATED LICENSE PROCEDURES*

Drivers under 18 years old are required to go through graduated steps of driving experience to gain full, unrestricted Driver License status. The graduated Driver License steps are designed to incrementally teach young drivers how to drive by requiring minimum levels of driving experience and a safe driving history record before allowing teenage drivers to receive a “full-fledged” Class D driver license. Motor vehicle crashes are the major cause of death for young people between the ages of 15 and 20. By requiring more supervised practice, the State of Tennessee hopes to save lives and prevent tragic injuries.

There are four steps to becoming a full, unrestricted Driver License holder:

1. Learner Permit
2. Intermediate Restricted License
3. Intermediate Unrestricted License
4. Regular Driver License.

The above four steps are part of the Graduated Driver License Program. A license issued under the first three steps will have “GDL” printed in the bottom left corner. See page 15 for pictures of graduated licences.

Learner Permit

- You must be 15 years old and pass the standard written and visual exams.
- You must hold a learner permit for 180 days in order to move to the Intermediate Restricted License step.
- You may drive a car only when accompanied by a license driver 21 years or older who is riding in the front seat of the vehicle.
- You may not drive between the hours of 10 P.M. and 6 A.M.
- Driver and passengers must wear a seat belt.



Intermediate License

There are two Intermediate License levels for drivers under 18 years of age. The first level is the Intermediate Restricted License and the second level is the Intermediate Unrestricted License.

First Level - Intermediate Restricted License

- You must be sixteen (16) years old and pass the driving test.
- You must have held a learner permit for 180 days.
- You cannot have tickets for driving offenses that add up to more than six (6) points on your driving record during the

immediate 180 days preceding your application.

- You must have verification from a parent, legal guardian or licensed driving instructor stating you have fifty hours (ten hours at night) of driving experience. Certification of driving experience must be made on the official form (SF-1256) provided by the Department of Safety. This form is available at all DL Stations or may be downloaded from our web site. This form must be signed by either a parent, legal guardian or licensed driving instructor.
- Driver and passengers must wear a seat belt.

Second Level - Intermediate Unrestricted License

To move from the Intermediate Restricted to the Unrestricted License, you must be 17 years old and meet the following conditions:

- You must have held an Intermediate Restricted License for one (1) year.
- You cannot have accumulated more than six points on your driving record.
- You cannot have had a traffic accident that was your fault.
- You cannot have 2 seat belt violations.
- Driver and passengers must wear a seat belt.
- No additional tests are required.

Final Level - Regular Driver License

You may obtain a Class D regular driver license when you are 18 years of age, or when you graduate from high school or receive a GED, whichever is sooner. The word “Intermediate” will be removed from your license when you move to the Regular Driver License. However, the license will still include the “Under 21” indicators.

Hardships may be issued at age fourteen and will always expire on the driver’s **sixteenth** birthday. Hardships automatically serve as a Learner Permit (PD) once the holder turns fifteen (15) years of age.

If driver did not have the Hardship License for the minimum of 180 days by the time the Hardship expires on the sixteenth birthday, the driver will have to be re-issued the learner permit. This permit must be carried for the remainder of time to complete the required 180 days before the issuance of an Intermediate Restricted is allowed. The Hardship license cannot be renewed.

New Residents Under 18

If you are fifteen years old and have a valid permit from the state you used to live in, then a Tennessee learner permit is the only thing that you will qualify to have issued. You must hold a valid permit for a total of 180 days and turn sixteen years old before being eligible for the Intermediate Restricted License Class D. The length of time that you held the permit your previous state may be included in the 180-day period as long as you can provide a certified driving record from your

Examples of the license documents issued under the Graduated Driver License (GDL) Program are shown below.

Learner Permit

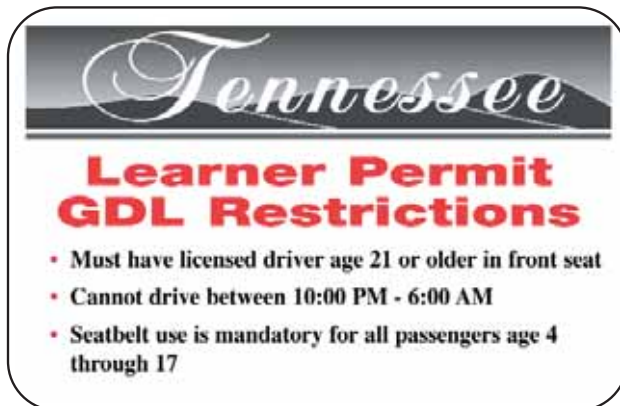


Front of PD Card

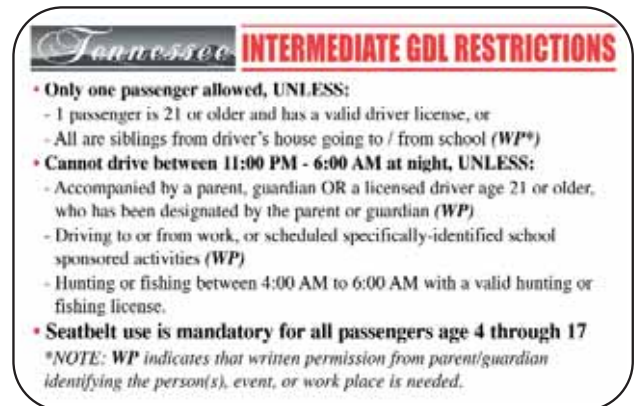
Intermediate Restricted



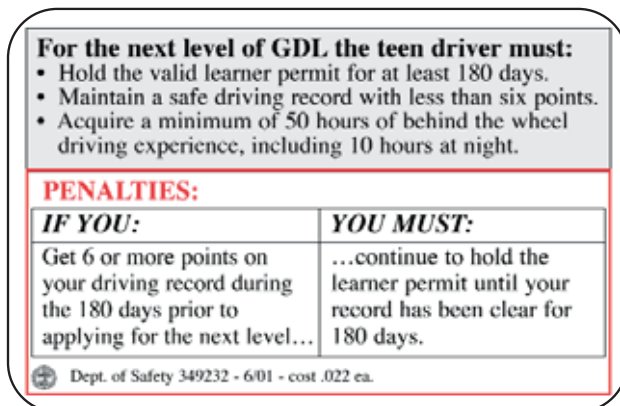
Front of IR Card



Back of PD Card



Back of IR Card



Intermediate Unrestricted



Note: No Restriction Card issued with this level. No driving restriction applied at this level.



Chapter 3 INTERMEDIATE LICENSES FOR DRIVERS UNDER 18—GRADUATED LICENSE PROCEDURES

previous state. The certified driving record must be issued within the 30 days immediately preceding the date of the Tennessee application. **This certified driving record must show no violations or accidents on the record.** If there are any violations on the previous state record you will be required to retain the Tennessee Learner Permit until your driving record can be reviewed by the Department of Safety's Driver Improvement Section to see if the record complies with Tennessee's "less than 6 points" requirement.

If the applicant is 16 years old and holds a valid license (regular, provisional, probationary, graduated, etc.) from a previous state (issued at least 90 days before applying for a Tennessee license), the application will be for an Intermediate Restricted license.

If the applicant had an out-of-state license for LESS than 90 days, an Intermediate Restricted License can only be issued if a clear driving record from the previous state is provided. The driving record must confirm:

1. That a valid learner permit and/or license class has been held for a combined period of at least 180 days. (e.g. - Georgia permit held for 120 days + Georgia license held

for 60 days = 180 days total) and

2. That there are **no** violations or accidents on the driving record. If there are any violations on the record, a learner permit only may be issued until the previous state record can be reviewed and evaluated by the Department of Safety's Driver Improvement Section. It must comply with Tennessee's "less than 6 points" requirement.

Regardless of the length of time a license is held in the previous state, a Tennessee Intermediate Restricted license must be held for a **full year** before qualifying for the Intermediate Unrestricted license.

- After graduating from high school or after receiving a GED before age 18 a regular Class D operator's license may be issued as described on page 1 (Chapter 1).

Restriction Cards for Learner Permit and Intermediate License Holders

A driver with a learner permit will be given a "Restriction Card" to carry along with the permit that explains the restrictions of driving with the permit. The Restriction Card

Unsafe driving incidents or violations that could result in the suspension or automatic downgrade of license level under The GDL Program are outlined in the following table:

GDL Penalties (Table: 3.1)

Incident	After PD Issued	After Intermediate Restricted Issued	After Intermediate Unrestricted Issued
(a) Six or more points on driving record	Requires the applicant to continue to hold the learner permit for an additional time period until they are able to maintain a record with less than 6 points for 180 consecutive days	Adds 90 days to the minimum 1 year teen required to hold Intermediate Restricted (Total = 1 year & 3 months)	If any of the violations listed in (a), (b), (c) or (d) occurred during the time the teen had an Intermediate Restricted license, but the DOS did not receive notice from the court until after we had already issued the teen an Intermediate Unrestricted license, the penalties in the preceding column will still apply. The teen will be "dropped back" to an Intermediate Restricted license for 90 days.
(b) Contributing to the occurrence of an accident	N/A	Adds 90 days to the minimum 1 year teen required to hold Intermediate Restricted (Total = 1 year & 3 months)	
(c) Conviction of a 2nd Seatbelt violation	N/A	N/A Adds 90 days to the minimum 1 year teen required to hold Intermediate Restricted (Total = 1 year & 3 months)	
(d) Conviction of a 2nd Moving violation	N/A	Requires completion of a certified driver education course	
(e) Forged letter of parental approval	N/A	Revocation of Intermediate Restricted and Re-issuance of a Learner Permit only until teen reaches the age of 18	If DOS notified after Intermediate Unrestricted issued, teen's Intermediate privileges will still be revoked and a Learner Permit re-issued until the 18th birthday.
(f) Contributing to the occurrence of a fatal accident	Must maintain a Learner Permit only until teen reaches the age of 18	Revocation of Intermediate Restricted and Re-issuance of a Learner Permit only until teen reaches the age of 18	Revocation of Intermediate Unrestricted and Re-issuance of a Learner Permit only until teen reaches the age of 18



Chapter 3 INTERMEDIATE LICENSES FOR DRIVERS UNDER 18—GRADUATED LICENSE PROCEDURES

also explains the requirements for advancing to the Intermediate Restricted level of the Class D license. An example of the PD Restriction Card is shown on page 15.

- Both levels of the Intermediate License (Restricted and Unrestricted) show the license class as Class D and have the words Intermediate Driver License displayed in the yellow header bar on the front of the license.
 - A driver with the first level Intermediate Restricted (IR) Class D will be given a “restriction card” to carry along with the license that explains the restrictions of driving with the IR. The Restriction Card also explains the requirements for advancing to the Intermediate Unrestricted level of the Class D license. An example of the IR Restriction Card is shown on page 15.
- A driver with the second level Intermediate Unrestricted (IU) Class D does not have any restrictions on driving. Therefore there is no restriction card for this license level.

Additional Documentation Requirements for Minors

In addition to the documentation requirements described in Chapter 2 (Proof of Identity, TN Residency, Social Security Number and U.S. Citizenship / Lawful Permanent Resident) all applicants under the age of eighteen (18) must also meet the requirements described in this section.

Minor/Teenage Affidavits

Applicants under eighteen years old must have an adult sign a Minor/Teenage Affidavit and Cancellation form, available at all driver license stations. This form confirms that the adult signing the form joins in the application for the license and will be responsible for the actions of the minor driver. This includes assuming financial responsibility for the minor driver. It must be signed by a parent, a step-parent living at the same address as the applicant, legal guardian, or a grandparent authorized by the parent, step-parent or guardian.

If adults cannot accompany the minor to the driver license station to sign the form, it may be completed ahead of time and signed before a notary public.

If a grandparent is assuming financial responsibility for the youth, the grandparent must bring a notarized statement authorizing this, signed by the parent, a step-parent, custodian or guardian, as appropriate. The statement is not on a department form, but should be in the following general format:

- If a minor applies for an additional class of license (such as motorcycle), the parents or legal guardian will be required to sign a **second** teenage affidavit for that license type.

“I do hereby authorize _____
to sign for a driver license for _____.”
Signed: _____
(Notary certificate)

Proof of School Attendance/Progress

Applicants under the age of 18 must prove they are either enrolled in or have already graduated from high school. Acceptable proof of this status must be provided to the examiner in one of the following methods:

1. If the applicant has graduated, the applicant must **bring the original high school diploma or G.E.D. certificate** when applying (no photo copies).
2. If still enrolled in a Tennessee school, the applicant must **ask the school to complete a Certificate of Compulsory School Attendance (Form SF1010). The applicant must take the original, completed form to the driver license station.** This form is only valid for **30 days** from the date of signing by the school official.

NOTE: During the traditional summer vacation months, a properly completed SF1010 form signed within the last 30 days of the school year will be accepted throughout the summer until 30 days after the start of the following school year (e.g. a form signed in May is accepted through Aug/Sept, approximately).

3. If the applicant is enrolled in school outside of Tennessee (or in an approved private or church school in Tennessee without access to the SF1010 forms), the applicant must provide a statement from the school principal or headmaster **on official school letterhead specifically confirming that the applicant is not truant and is making satisfactory progress in their school.**
- Grade cards or school transcripts are not acceptable as proof of compliance with this law. Due to the various grading scales, evaluation of excused / unexcused absences and other factors that differ from school system to school system, the Driver License personnel are not authorized to interpret the information in these documents. It is the responsibility of the school system or Department of Education to confirm the applicant's eligibility. It is the responsibility of the applicant to provide satisfactory documentation of this requirement.
4. If the applicant is being **Home Schooled, the documentation required is:**
 - A **letter from the Superintendent's Office** in the county/city of the applicant's legal residence, confirming that the parent has registered their “intent to home school” with the County/City School System.



Chapter 3 INTERMEDIATE LICENSES FOR DRIVERS —UNDER 18—GRADUATED LICENSE PROCEDURES

- **Verification of Home School Enrollment (Department of Safety Form SF-1193)** signed and completed by the parent or legal guardian of the applicant affirming the attendance and satisfactory progress of the applicant in the home school courses.
- 5. The Tennessee Department of Education does NOT recognize the completion of Internet or “correspondence school” courses and documentation from these sources is NOT acceptable to the Department of Safety as meeting the requirements for licensing of minors

If a student fifteen years old or older drops out of school, the school is required to notify the Department of Safety which suspends the student’s driving privileges. The first time a student drops out, he or she may regain the privilege to drive by returning to school and making satisfactory academic progress. However, there is no **second** chance. The second time a student drops out, he or she must wait to turn 18 years old before being eligible to apply for a license again.

If a person who dropped out returns to school, the appropriate school official can certify the student has returned by completing a different section of the Certificate of Compulsory School Attendance. The official will give the student a pink copy of the form to take with them to a driver license station. The student will be required to pay a \$20 reinstatement fee, in addition to the appropriate application and license fees. Other fees may be added as well, depending on the individual’s history.

Teen Driver FAQs

1. What is the Graduated Driver License law?

The graduated driver licensing system places certain restrictions on teens under the age of 18 who have learner permits and driver licenses.

2. What are the restrictions for those with learner permits?

Anyone under the age of 18 who has a learner permit is prohibited from driving between the hours of 10 p.m. and 6 a.m. When driving, permit holders must have a licensed driver age 21 or older in the vehicle with them in the front seat.

3. How long must I have a learner permit before applying for an Intermediate Restricted license?

- Anyone under the age of 18 must have their learner permit for a minimum of six months before applying for an intermediate restricted license.
- The minimum age for applying for an intermediate restricted license is 16.
- If someone with a learner permit has driving offenses adding up to 6 or more points on their driving record during the 180 days before applying for the Intermediate Restricted license, the applicant has to continue to hold

the learner permit until his/her record has less than 6 points for a full 180 consecutive days.

- After the record is clear for 180 consecutive days (i.e., less than 6 points), the driver may move to the next level, an Intermediate Restricted License.

4. What are the restrictions for an Intermediate Restricted License?

A. Those with an intermediate license can only have **one** other passenger in the vehicle

UNLESS:

- One or more of the passengers is age 21 or older and has a valid, unrestricted license; OR
- The passengers are brothers and sisters, step-brothers or step-sisters, adopted or fostered children residing in the same house as the driver and going to and from school **AND** the Intermediate License holder has in their possession written permission from their parent or guardian to transport their siblings.

B. Those with an Intermediate Restricted License are prohibited from driving between the hours of 11 p.m. and 6 a.m. **UNLESS** they meet one of the following circumstances::

- They are accompanied by a parent or guardian;
- They are accompanied by a licensed driver 21 or older who has been designated by the parent or guardian. This designation must be in writing and be in the possession of the teen driver;
- They are driving to or from a specifically identified school sponsored activity or event and have in their possession written permission from a parent or guardian to do this;
- They are driving to or from work and have in their possession written permission from a parent or guardian identifying the place of employment and authorizing the driver to go to and from work; OR
- They are driving to or from hunting or fishing between 4 a.m. and 6 a.m. and have in their possession a valid hunting or fishing license.

5. What would happen to an Intermediate Restricted License holder caught with a forged or fake letter regarding permission to drive outside of the allowed hours?

A driver with an Intermediate Restricted License who is convicted of having a forged or fraudulent letter or statement will have his/her Intermediate Restricted License revoked and will be reissued a learner permit until he/she reaches the age of 18.

6. What will an Intermediate license look like?

You may view examples of these licenses on page 15.

7. How long must an Intermediate Restricted License be held?

Teens must hold their Intermediate Restricted License for a **minimum of one year**. After one year, an unrestricted Intermediate license may be applied for. There is a \$2



Chapter 3 INTERMEDIATE LICENSES FOR DRIVERS — UNDER 18 — GRADUATED LICENSE PROCEDURES

application fee. The word “Intermediate” will still be on the license, but the restrictions will be lifted.

HOWEVER: If a teen driver (1) has received six or more points (the equivalent of two minor traffic citations) on their Intermediate Restricted License, (2) has contributed to a traffic crash, or (3) has been convicted of a second seatbelt violation, he/she will have to wait an additional 90 days to apply for an Unrestricted Intermediate License. This means he/she is required to hold the Intermediate Restricted License for a total of **15 months**.

ALSO: If the teen driver gets a second moving violation while holding the Intermediate Restricted Driver License, an approved Driver Education class **MUST BE COMPLETED** before receiving an Intermediate Unrestricted Driver License.

NOTE: At age 18, a driver could apply for a regular unrestricted license without the word “Intermediate” printed on it. There is an \$8 duplicate fee unless the driver chooses to keep the license with the word “Intermediate” on it until that license is at the end of its five-year renewal cycle.

8. Are there any teens not required to complete the steps in the Graduated Driver License program?

The Graduated Driver License requirements **do not apply** to anyone age 18 and older OR anyone under the age of 18 who has graduated high school or received their GED.

GDL At-a-Glance Review

Table: 3.2



	LEARNER PERMIT CLASS PD	INTERMEDIATE RESTRICTED	INTERMEDIATE UNRESTRICTED	REGULAR CLASS D
Requirements:	<ul style="list-style-type: none"> Must be 15 years old Vision Exam Knowledge Test SF 1010 Form (<i>Proof of Compulsory School Attendance and Satisfactory Progress</i>) Parent or Legal guardian must sign Teenage Affidavit of Financial Responsibility Birth Certificate* Social Security Number ** Proof of citizenship or lawful permanent Resident 	<ul style="list-style-type: none"> Must be 16 years old Held a valid PD for 6 months Certification of 50 hours behind-the-wheel experience, including 10 hours at night Cannot have: <ul style="list-style-type: none"> six or more points on driving record during the 180 days immediately preceding application Driving Test 	<ul style="list-style-type: none"> At least 17 years old Held a valid Restricted Intermediate for 1 year Cannot have: <ul style="list-style-type: none"> six or more points on driving record have been at fault in a traffic crash have been convicted of a 2nd seatbelt violation <p><i>[these would add a 90 day waiting period to the 1 yr Intermediate Restricted duration]</i></p>	<ul style="list-style-type: none"> Must be at least 18 years of age Optional: can apply for a duplicate of license without 'the word "Intermediate" on' the face
Fees:	\$10.50, any age under 18 years old.	Age 16 = \$24.50 Age 17 = \$21.00 Age 18 = Eligible for regular driver license	Age 17 = \$2.00 Age 18 = Eligible for regular driver license (\$8 duplicate fee if had Intermediate license)	\$8.00 or \$12.00, regular duplicate fee depending upon if 1 st or subsequent duplicate
Issued for:	12 months	until age 21	Same expiration date @ age 21	Same expiration date @ age 21
Restrictions:	<ul style="list-style-type: none"> Must have licensed driver age 21 or older in front seat Cannot drive between 10:00 PM - 6:00 AM Seatbelts mandatory for all passengers age 4 thru 17 (or child restraint device if under age 4) 	<ul style="list-style-type: none"> Only one passenger Cannot drive between 11:00 PM - 6:00 AM Seatbelts mandatory of all passengers age 4 thru 17 (or child restraint device if under age 4) 	<ul style="list-style-type: none"> Seatbelts mandatory for all passengers age 4 thru 17 (or child restraint device if under age 4) No additional restrictions, however, license still states "Intermediate" prominently on the face of the license 	No restrictions and license looks like regular "Under 21 license"

* See Chapter 2, page 11 for information on acceptable forms of identification

** See Chapter 2, page 9-10 for more information in SSN requirements



Chapter 4 THE EXAMINATIONS

General Information:

- Your driver license examination will consist of a vision test, a knowledge test, and a road test.
- Driver license tests are given at all driver license stations except for the express service stations. The knowledge tests are administered on a first-come, first-served basis.
- Due to the length of time to administer, road tests are taken **by appointment**.
- Road tests are not given in extreme weather (heavy rain/snow, dense fog, hail, high winds, icy roads, etc.)
- During winter months road tests are not given in the dark.
- No test may be repeated on the same day.
- Mandatory 7-day waiting period is required after failing the knowledge test.
- Mandatory waiting periods are required when an applicant fails the road test for the original issuance of a Class D license. For details on these waiting periods, see Table 4.2.
- When you return to take a test over, you must bring back all of the original documents you are required to provide.
- You will be required to pay the \$2 application fee each time you take a test and fail. This fee applies to PD, D and H tests.

Determining Which Tests Are Required:

Table: 4.1

Original License	Class D or Class H Full Tests: Vision, knowledge, road Class PD Vision and knowledge tests Exchanging PD to D Vision and road
Duplicate, Renewal	No Test
Adding For Hire Endorsement	Vision, knowledge
New residents, with out-of-state license	Vision only, if out-of-state license is valid and has not expired; otherwise, full tests.
New residents, from other countries (or no prior license)	Vision, knowledge and road test

Note: See Motorcycle Manual for Class M tests, and CDL Manual for Classes A, B, and C

Vision Screening Test

To determine if a driver can see well enough to drive, a screening test is required before any license or permit is issued. An applicant is required to have at least 20/40 vision in each eye individually and both eyes together. This may be with or without your glasses or contact lenses. If you cannot see this well, you must have an eye specialist of your choice fill out an eye statement for the Department to evaluate.

Knowledge Test

You will be given an exam covering knowledge needed to drive safely. The test will consist of multiple choice questions based on information contained in the **Tennessee Driver License Study Guide**. Roughly speaking, you can expect the test to cover the following areas:

- Traffic signs and signals—25%
- Safe driving principles—25%
- Rules of the road—25%
- Drugs and alcohol—25%

The knowledge tests are administered in either a written or computerized format depending on the station visited. As a rule, stations that are equipped with the computerized testing machines routinely require that the test be taken in that format on the first attempt.

Stations that have the computerized testing are also currently able to offer the test in 3 alternate language formats of Spanish, Korean or Japanese. Applicants for whom English is not their first language may also use a translation dictionary as long as there are no notes or other handwriting visible within the pages of the book. Electronic Dictionaries or Personal Digital Assistants (PDAs) such as Palm Pilots are NOT allowed during testing. Interpreters are NOT allowed to assist with any of the driver license testing.

Oral tests are available by appointment at selected stations for applicants who have a learning disability or cannot read. If the applicant requesting an oral test is under age eighteen (18), a written statement from a physician or educational specialist stating that the applicant has a medical condition or learning disability will be required before the test can be administered in the oral format. In the event the applicant requesting an oral test is deaf, the Department of Safety will furnish a certified sign language interpreter to assist with the administration of the exam.

Any form of cheating by an applicant on a required examination will result in an automatic failure and the applicant will not be allowed to re-attempt the test for thirty (30) days. Forms of cheating include, but are not limited to the following:

- Use of any form of written notes (including notes on paper, clothing, body, digital pagers, etc.)
- Talking during the examination (includes cell phone use)
- Attempting to allow another person to take the examination
- All cell phones, pagers or text messaging devices must be turned off during both written and road test administration

When You Don't Pass the Knowledge Test

In order to encourage the applicant to thoroughly study the Driver License Study Guide and cut down on repeat visits by



Chapter 4 THE EXAMINATIONS

applicants who are not yet prepared for the examination, a mandatory **7-day** waiting period is required after failing any driver license knowledge test.

All applicants will be required to wait a minimum of seven days before returning to any Driver License Station to attempt the knowledge examination again. The date and information on failures is keyed into the Driver License computer system to ensure that all locations are aware of prior test dates and scores.

The **7-day** waiting period outlined above will also be applied to wait times between additional re-testing if the applicant does not pass the examination on the second or subsequent attempts.

Road Test

Appointment Required for Road Test

It is mandatory for all applicants needing a road test to make a pre-scheduled appointment at the Driver License Station of their choice. These appointments may be via telephone or made using the Driver License Appointments system found on our Internet website at: www.tennessee.gov/safety/.

All testing locations will allow 30 minutes for each road test appointment. The appointments will be available beginning 30 minutes after the station's official opening time with the last appointment slot ending 30 minutes prior to the station's official closing time. **NOTE: because road tests are not given in darkness these times will be adjusted during winter hours to compensate for the shortened daylight hours.)**

Most offices will have appointments available through standard lunch hours. However some of the smaller locations with 3 or less staff on duty will not be able to provide appointments for up to 2 hours during mid-day to provide for staff lunch breaks as required by federal labor laws.

All applicants will need to be aware of the following guidelines for road test appointments:

- You must have successfully passed the required knowledge test(s) prior to your road test appointment. If you arrive for your road test appointment and have not passed the knowledge test your appointment will be cancelled.
 - Because of the mandatory 7-day waiting period for retaking failed knowledge tests it is advisable to make sure you successfully pass this well in advance of your appointment date.
- You will be able to make your appointment up to 90 days in advance of your desired test date. When scheduling keep the following mandatory requirements in mind:
 - You must be at least age 16 prior to or on the date of

your scheduled appointment.

- If under 18 years of age you must have held a valid learner permit for at least 180 days by the date of your scheduled appointment AND you must provide the 50 Hour Driving Certificate at the time of your appointment.
- If you are 18 or younger and exchanging a learner permit from another state, there are additional Motor Vehicle Records requirements and proof of school attendance/progress (as outlined in Chapter 3) that you will have to bring to your appointment.
- If you do not already have a valid Tennessee learner permit you will be required to bring proof of U.S. citizenship or lawful permanent residency with you to your appointment. (When getting a CFD you will need current proof of temporary resident status or Temporary Legal Presence (TLP).)
- You should plan to arrive at the Driver License Station at least ten (10) minutes prior to your scheduled appointment time to allow for paperwork processing and review of your required documentation mentioned above.
- You must speak and understand enough of the English language to communicate with the Examiner during the road test.
- You must provide your own vehicle for use during the road test with all the operational equipment and safety features as outlined in the next section on vehicle inspection.
- If you are five (5) minutes or more late for your appointment time your test will be cancelled and you will need to reschedule for a later date.
- The Department of Safety reserves the right to cancel road test appointments for emergency situations or dangerous weather conditions. Road tests will be given in light to moderate rain, fog or snow. However, they will NOT be given in heavy rain, thunderstorms, thick fog cover, when roads are covered/packed with snow and ice, during severe weather warnings (i.e. tornado) or other similarly dangerous driving situations.

Pre-Trip Vehicle Inspection

The motor vehicle you bring for the road test must meet all Tennessee motor vehicle registration (valid tags) and safety law requirements and have equipment in proper working order. In addition, applicants will be asked to demonstrate their ability to use each of the following eight items.

Seat Belts. Any passenger motor vehicle manufactured or assembled in 1969 or later must be equipped with safety belts and must be in good usable condition for both the applicant and the examiner.

Brakes. (Emergency and regular). By law all automobiles must have two separate methods of applying brakes. They must have a regular foot brake and a parking brake.

Headlights. (High and low beam). Motor vehicles must be



Chapter 4 THE EXAMINATIONS

equipped with at least two headlights but no more than four white headlights.

Tail and Brake Lights. Passenger vehicles must be equipped with a rear license light, two red tail lights, and two red brake lights.

Windshield Wipers. Every vehicle equipped with a windshield should have two (2) windshield wipers for cleaning rain or any other moisture in order to permit clear vision for the driver, unless one (1) wiper cleans to within one (1) inch of the inside of the windshield.

Windshield Defroster and Fan Control. Applicants need to be able to demonstrate how to 'defog' the windshield.

Rear View Mirrors. At least one rear view mirror not interfering with the driver's view of the rear. For applicants with certain vision or hearing impairments, two outside rear view mirrors are also required.

Horns. A horn is required on all motor vehicles.

Also required:

Windows and windshields. Clear vision for the driver is required to the front, rear and both sides. It is unlawful to drive a motor vehicle with a windshield that is so cracked, or covered with steam or frost that clear vision is prevented.

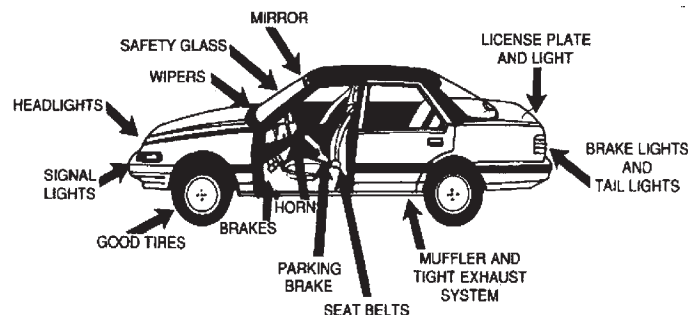
No tinting material may be affixed to the windshield of any motor vehicle. Standards for the other windows depend on the vehicle as follows: **Passenger Car.** No material which transmits less than 35% of visible light may be attached to any window. **Multi-Purpose Vehicles:** All windows behind the front seat are exempt. Windows immediately to the left and right of the driver must comply the same as for passenger vehicles.

Mufflers. Every vehicle must be equipped with a muffler to prevent excessive or unusual noises and polluting smoke.

Doors. Both the driver door and the passenger door must open from the inside and the outside.

Bumpers. Passenger cars must have bumpers which are within a range of 14 to 22 inches from the ground; 4x4 recreational vehicles must have bumpers with a range of 14 to 31 inches.

Speedometer. Every vehicle must have a working speedometer in order to gauge vehicle speed.



The Driving Test

The examiner will give you directions and evaluate whether or not you can drive safely. You will not be asked to do anything illegal. The only people allowed in the vehicle are you and the examiner (or other authorized personnel). No animal may be in the vehicle.

During the test, the examiner will be observing the following:

1. **How you prepare to drive.** Have you checked your mirrors, fastened your seat belt, turned on any necessary lights or wipers?
2. **How you start your vehicle.** Do you look for other cars? Do you signal and wait until it is safe before entering traffic?
3. **How you control your vehicle.** Do you accelerate smoothly? Do you use your gas pedal, brake, steering wheel, and other controls correctly? Handle curves properly?
4. **How you handle intersections and make left and right turns.** Are you in the proper lane? Do you look both left and right for approaching vehicles? Do you make sure your path is clear before proceeding? Do you simply rely on the traffic signals? Do you signal and change lanes carefully?
5. **How you obey the traffic signals and posted signs.**
6. **How you drive in traffic.** Do you pay full attention to driving? Do you scan carefully for signs, signals, pedestrians and other vehicles? Do you yield and take the right-of-way correctly?
7. **How you stop.** Do you stop smoothly and at the right spot? Can you stop quickly and safely in an emergency?
8. **How you back up.** Do you look over your shoulder? Can you back in a straight line? Can you turn safely while backing? Can you back into/out of a parking space?
9. **How you judge distance.** Do you maintain a safe distance from other cars?
10. **How you communicate to other drivers.** Do you make sudden changes, or signal too late or too early? Do you slow down as early as it is safe to do so, or do you catch other drivers by surprise?
11. **How you share the road with others.** Are you courteous and watchful?
12. **How you change your speed to suit the situation.** Do you take into account the speed limit, other cars, light, weather and road conditions?

Causes for Immediate Failure

The applicant will be failed immediately for any of the following:

- Violation of any traffic law
- Lack of cooperation or refusal to follow directions
- Any dangerous action
- Contributing to an accident

When You Don't Pass the Road Test

Upon completion of the driving test, the examiner will advise you of your errors, how to correct them, and what maneuvers



Chapter 4 THE EXAMINATIONS

you should practice to improve your driving skill. You should review the related material and/or practice the driving skills before returning. Applicants who do not successfully pass the skills test on the first attempt or subsequent attempts are not permitted to take the examination again on the same day. Applicants may be allowed to re-test after mandatory practice times as determined by their total score (number of errors) under the guidelines in Table 4.2. These guidelines are designed to encourage the applicant to thoroughly practice their driving skills and cut down on repeat visits by applicants who are not yet prepared for the examination.

Guidelines for Retesting

Table: 4.2

Number of errors committed during the skills test:	Allow retest after the following mandatory practice time period:
1 to 6 errors / points	PASS no re-test needed
7 to 9 errors / points	Next (1) Day
10 to 12 errors / points	Seven (7) Days
13 to 15 errors / points	Fourteen (14) Days
16 or more errors / points -OR- Automatic Failure	Thirty (30) Days

NOTE: The guidelines established above will also be applied to wait times between additional re-testing opportunities if applicant does not pass the examination on the second or subsequent attempts.

When You Pass

In most cases, after you have successfully completed the required tests, your photo will be taken and you will receive your photo driver license at this time.

Tips To Help Your Testing Go More Smoothly

- ☑ **Study and Practice Driving Ahead of Time**
Both the knowledge test and the road test will go more smoothly if you spend time reviewing this manual, and spend time on the road with an experienced driver before you come to apply.
- ☑ **Bring A Proper Vehicle**
All safety equipment must work (horns, lights, seat belts, brakes, signals and windshield wipers). The vehicle registration must also be current. Bring a vehicle that you are familiar with driving.
- ☑ **Arrive at least 10 minutes before your scheduled Road Test appointment.** This will allow time for application paperwork before your appointment time.
- ☑ **Don't Be Late - for road test appointments.** Because of the amount of time involved with road tests (average 20-25 minutes) if you are five (5) or more minutes late your appointment will have to be rescheduled.



Tennessee's Graduated Driver License law requires the parent, guardian or certified driving instructor to sign a certificate (Form SF-1256) confirming that the teen driver has accumulated a minimum of fifty (50) hours of behind the wheel driving experience while holding a valid learner permit. This experience must include a minimum of ten (10) hours of night-time driving. The driving log below is provided as a tool to assist the teen and parent in tracking this experience. ***This log is NOT required to be submitted to the Driver License Office prior to road testing. It is simply provided as a convenience.***

[illegible]



NOTES

UNDERSTANDING TENNESSEE'S DRIVER LICENSE PROGRAM

CAREFULLY READ:

THE TENNESSEE DRIVER LICENSE PROGRAM HANDBOOK

THIS HANDBOOK DESCRIBES:

- DIFFERENT TYPES OF DRIVER LICENSES
- WHAT DOCUMENTS ARE NEEDED
- INFORMATION FOR APPLICANTS UNDER AGE 18
- DESCRIPTION OF REQUIRED DRIVER LICENSE TESTS

CAREFULLY READ AND STUDY:

THE TENNESSEE DRIVER LICENSE STUDY GUIDE

THIS STUDY GUIDE INCLUDES:

- GOOD DRIVING PRACTICES
- RULES OF THE ROAD
- TRAFFIC SIGNS AND SIGNALS
- STATE DRIVING LAWS/PENALTIES
- CONTENT FROM THE GUIDE IS USED FOR KNOWLEDGE/SKILLS TESTING
- TENNESSEE DRIVER LICENSE STATIONS
- SELECT THE OFFICE MOST CONVENIENT TO YOU
- REVIEW THE STATION LIST IN THIS HANDBOOK

TO CHECK SERVICE DAYS/HOURS—GO TO:

- Our Website: www.tennessee.gov/safety/
- Call Toll Free: 1-866-849-3548 or (615)-741-3954
- Call TDD (Telecommunication Device for the Deaf) (615)-532-5581



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