

## Driver Training School Curriculum Submission Form

Use this form to provide the required details about your Driver Training School (DTS) curriculum. This must include a lesson plans and any resources you plan to use to meet each standard. Keep a copy for your records. Submit your application on Secure Access Washington or email to [TSE@dol.wa.gov](mailto:TSE@dol.wa.gov).

Name of school	School license number	Submission date
Curriculum selected: DOL Traffic Safety Education Curriculum Flowchart and sign below - Skip section 1, go to section 2 AAA How to Drive Curriculum Flowchart and sign below- Skip section 1, go to section 2 Applicant-curated curriculum Submit your curriculum guide and flowchart for review below - Complete section 1 and 2 Other pre-approved curriculum (name here) Flowchart and sign below - Skip section 1, go to section 2		

*By typing your name, you certify under penalty of perjury under the laws of the state of Washington that the above information is true and correct.*

\_\_\_\_\_  
PRINT or TYPE Name

\_\_\_\_\_  
Title

**X**

\_\_\_\_\_  
Date and place (city or county) signed

\_\_\_\_\_  
Signature

### Section 1 - Curriculum Guide

A curriculum guide is a document that explains what students will learn in a course. It includes goals for learning, activities to do, ways to check understanding, and resources needed for teaching.

**Standards:** The educational benchmarks required by DOL describe the knowledge and skills students should learn and be able to do. Use the [Required Curriculum Standards Guide](#).

**Materials:** Use this area to describe lesson plans, presentation slides, videos, activities, games, worksheets, quizzes and tests.

#### Curriculum Guide (Example)

A – Standards	B – Materials
C 1.0-1.1: School and course Objectives and Process for Obtaining Privilege to Drive	<i>Lesson Plan page 1, school policy agreement, PPT slideshow page 1-5 Traffic laws and WA regulations</i>
C 2.0: Identifying, Adjusting, and Explaining Basic Vehicle Components	<i>Lesson Plan page 2-3, PPT slideshow page 6-12, video PPT page 13, student workbook pages 1-3, quiz PPT page 14</i>

## Curriculum Guide

A – Standards	B – Materials
C 1.0-1.1: School and Course Objectives/Process for Obtaining Privilege to Drive	
C 2.0: Identifying, Adjusting, and Explaining Basic Vehicle Components	
C 2.1: Consistently and Properly Using Occupant Protection Systems	
C 2.2: Performing Internal and External Safety Checks	
C 2.3: Preparing to Drive	
C 2.4: Post-drive Steps	
C 3.0: Vehicle Maintenance	
C 3.1: Vehicle Malfunctions	
C 4.0: Control	
C 4.1: Using Vehicle Reference Points	
C 4.2: Balanced Weight	
C 5.0: Role of Vehicle Safety Technology	
C 5.1: Impacts of Vehicle Safety Technology	
C 5.2: Potential Concerns of Vehicle Safety Technology	

A – Standards	B – Materials
C 5.3: Limitations of Vehicle Safety Technology	
C 5.4: Using Vehicle Safety Technology	
C 5.5: Identifying Vehicle Safety Technology Features	
C 6.0: Informed Decision-making	
C 6.1: Problem-solving	
C 6.2: Positive Attitude and Responsible Driving Behaviors	
C 6.3: Avoiding Distracted Driving and Drivers	
C 6.4: Alertness and Avoiding Impairment	
C 6.5: Avoiding Driving Fatigued	
C 6.6: Avoiding Reckless and Aggressive Driving	
C 6.7: Avoiding Road Rage	
C 6.8: Managing Emotions While Driving	
C 7.0: Driver Attention	
C 7.1: Visual Searching	

A – Standards	B – Materials
C 8.0: Responsible Driver Behavior	
C 8.1: Environmental Impacts	
C 8.2: Lifelong Learning	
C 9.0: Understanding Traffic Laws and Regulations	
C 9.1: Yielding and Right-of-way	
C 9.2: Compliance with Traffic Control Devices	
C 9.3: Navigating Washington’s Roadways	
C 9.4: Parking Procedures	
C 10.0: Cooperating with Other Road Users	
C 10.1: Using Appropriate Communication	
C 10.2: Interacting with Law Enforcement	
C 10.3: Assess Driving Environments and Road Conditions	
C 10.4 Space Management	
C 11.0: Visual Observation Skills	

A – Standards	B – Materials
C 11.1: Identifying Potential Hazards and Effective Response	
C 11.2: Decision-Making Skills	
C 11.3: Understanding the Risk of Entering the Driver Population	
C 11.4: Describing Risky Situations	
C 12.0: Driving to Avoid Crashing	
C 12.1: Respond to Vehicle Crashes and Emergency Situation	
C 12.2: Manage Adverse Weather and Reduced Visibility Conditions	
C 12.3: Maintaining Traction	
C 12.4: Night Driving Visibility and Space Management	
C 12.5: Detecting and Recovering from Skidding	

**Continue to next page for Section 2 - Classroom Flowchart**

## Section 2 - Classroom Flowchart

A classroom flowchart is a document that outlines the content and standards covered by class session. Your classroom flowchart must include the time spent on each lesson and the standards covered.

**Attach all materials in the flowchart to the curriculum submission for review.**

**Time:** The number of minutes spent actively instructing students in the classroom.

**Standards:** The educational benchmarks required by DOL describe the knowledge and skills students should learn and be able to do. [Click here to access the required curriculum standards.](#)

**Content:** The information that will be covered within the session.

**Requirements:**

- Students must complete no less than 30 hours of in-class instruction.

### Flowchart (Example)

Session	Time	Standards and Content Covered
Class 1	60 minutes	C 1.0-1.1; Orientation for students and guardians
Class 2	120 minutes	C 2.0-2.4; Vehicle components, occupant protection systems, internal and external safety checks, preparing to drive, and post-drive steps

### Flowchart

Session	Time	Standards and Content Covered
Class 1		
Class 2		
Class 3		
Class 4		
Class 5		
Class 6		
Class 7		

Session	Time	Standards and Content Covered
Class 8		
Class 9		
Class 10		
Class 11		
Class 12		
Class 13		
Class 14		
Class 15		

**Continue to next page for Section 3 - Behind-the-Wheel Flowchart**

### Section 3 - Behind-the-Wheel Flowchart

The behind-the-wheel flowchart must include the amount of time spent on each drive and the standards covered which are provided on the following page. The student must complete at least 6 hours of behind-the-wheel instruction and one, 60-minute observation drive.

**Time:** The number of minutes spent actively instructing the student driver behind the wheel.

**Standards:** The educational benchmarks required by DOL describe the knowledge and skills students should learn and be able to do. Click here to access the required curriculum standards. Required Behind-the-wheel Standards and suggested Behind-the-wheel Skills and Maneuvers are outlined on the following pages

**Skills and Maneuvers:** The practical application of knowledge and abilities to perform a task behind-the-wheel.

#### Behind-the-Wheel Flowchart (Example)

Session	Time	Standards and Skills Covered
Drive 1	60 minutes	<i>BTW 1.0-1.5, BTW 2.0-2.7; Pre-drive checks, knowing the vehicle, vehicle technology, starting and stopping the vehicle, reference points, using hand signals, using turn signals and mirrors, speed control, and parking maneuvers.</i>
Drive 2	60 minutes	<i>BTW 2.8-2.12, BTW 3.0-3.6: Scanning, lane control, following traffic signs, managing space, commentary driving, left and right turns, navigating intersections, roundabouts, and parking on a hill.</i>

#### Behind-the-Wheel Flowchart

Session	Time	Standards and Skills Covered
Drive 1		
Drive 2		
Drive 3		
Drive 4		
Drive 5		
Drive 6		



Session	Time	Standards and Skills Covered
Drive 7		
Drive 8		
Observation	1 Hour	

### Required Behind-the-wheel Standards

- BTW 1.0 Routine Checks
- BTW 1.1 Basic Vehicle Components and Safety Devices
- BTW 1.2 Occupant Protection Systems
- BTW 1.3 Warning Systems and Vehicle Technology Systems
- BTW 1.4 Vehicle Shut Down Procedures
- BTW 1.5 Vehicle Safety Technology
- BTW 2.0 Control the Vehicle and Drive Safely
- BTW 2.1 Visual Focus and Mental Attention
- BTW 2.2 Vehicle Reference Points
- BTW 2.3 Place the Vehicle in Motion
- BTW 2.4 Steer the Vehicle
- BTW 2.5 Stop a Vehicle
- BTW 2.6 Parking Maneuvers
- BTW 2.7 Travel Speeds
- BTW 2.8 Speed Adjustments
- BTW 2.9 Vehicle's Balanced Weight
- BTW 2.10 Maintain Traction
- BTW 2.11 Navigate Intersections
- BTW 2.12 Navigate Curves and Hills
- BTW 3.0 Make Informed Decisions
- BTW 3.1 Drive Safely, Respectfully, and Responsibly
- BTW 3.3 Control Emotional Reactions
- BTW 3.4 Avoid Driving Fatigued
- BTW 3.5 Prevent and Avoid Aggressive and Reckless Driving
- BTW 3.6 Prevent and Avoid Distracted Driving
- BTW 4.0 Identify Target Area
- BTW 4.1 Detect Changes to Line of Sight or Path of Travel
- BTW 4.2 Navigate Changes to Line of Sight or Path of Travel
- BTW 4.3 Judge Space in Seconds or in Distance
- BTW 4.4 Select Lane Position
- BTW 4.5 Visual Observation Skills
- BTW 5.0 Cooperate with Other Road-users
- BTW 5.1 Communication with Other Road-users
- BTW 5.2 Manage Driver Attention
- BTW 5.3 Visual Searching
- BTW 5.4 Drive in Different Driving Environments
- BTW 5.5 Assess Driving Environments and Road Conditions
- BTW 6.0 Identify the Risk of Entering the Driving Population
- BTW 6.1 Ensure Safe Driving
- BTW 6.2 Identify Potential Hazards and Respond
- BTW 6.3 Use Visual Glance Behavior
- BTW 6.4 Use Situational Awareness and Hazard Management
- BTW 6.5 Manage Adverse Weather and Reduced Visibility Conditions

**Suggested Behind-the-wheel Skills and Maneuvers:** Progressing from simple to complex.

1. Perform a pre-drive check
2. Familiarize yourself with the vehicle
3. Use hand signals
4. Start the vehicle
5. Place hand of the steering wheel
6. Move from a stop
7. Control steering
8. Use signaling and mirrors
9. Move from a stop
10. Control steering
11. Use signaling and mirrors
12. Check blind spots
13. Position the vehicle in the lane
14. Make right and left turns
15. Stop the Vehicle
16. Pull to the curb and park
17. Use reference points
18. Reverse the vehicle
19. Pull into a parking stall
20. Stop at stop signs
21. Follow the traffic lights
22. Control speed
23. Scan the road
24. Maintain lane control
25. Keep a safe following distance
26. Follow traffic signs
27. Manage space
28. Practice commentary driving
29. Yield to pedestrians
30. Perform angle parking
31. Make right turns from a stop
32. Make right turns while moving
33. Make left turns from a stop
34. Make left turns while moving
35. Maintain line of sight
36. Follow the path of travel
37. Handle special driving conditions
38. Navigate roundabouts
39. Back around a corner
40. Perform U-turns/turnabouts
41. Parallel park
42. Maintain following distance on the highway
43. Perform mirror check on the highway
44. Scan the road on the highway
45. Pass other vehicles
46. Navigate on and off ramps and merging
47. Manage highway hypnosis
48. Control speed
49. Maintain stopping distance
50. Check blind spots on the highway
51. Use signals on the highway
52. Self-reflect on driving
53. Identify continued areas for improvement

**Do not proceed: For DOL Review**

Is the curriculum provided on the approved list or has it undergone a vetting process?

- Yes
- No

Are there materials to preview or copies attached?

- Yes
- No

Are the activities or materials relevant to listed standard reference?

- Yes
- No

Is this curriculum approved or does it need review?

- Approved
- Needs further review

**If review is needed**

Check your standard reference numbers

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Review this area

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Attach documents for

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Other feedback:

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**X**  
DOL Auditor Signature Date