

Dear Home School Administrator,

Below are a few helpful hints as you pursue a driver's license for your student:

- **Driver Eligibility Certificate:** As of August 1, 1998, people less than 18 years of age applying for a permit or license must have this certificate. *This certificate states that the student is making adequate academic progress as determined by the chief administrator or designee of the non-public school in which the student is enrolled.*
- The DEC form has changed. The new form provided by the NC DMV is now a one-page document that is identified as a Non-Public School issued form from NC DNPE. You may now download a school specific DEC for you to print, As the chief administrator of your school, you are required to complete the form. A school seal is no longer required.
- Please do not sign and date the DEC until your student has completed driver's education and is at the NC DMV office to try for their learner's permit or driver's license. Once the DEC is signed and dated, it is only valid for 30 days and then must be renewed if you do not obtain a learner's permit within that time. DNPE will allow only 3 DEC downloads a month. If you exceed that, you will need to contact DNPE at 984-236-0110 for assistance.

Please find below some helpful hints when heading to the DMV office:

- Make an appointment online at your local NCDMV driver's license office.
- Early mornings and early afternoons tend to be the least busy times. Tuesdays, Wednesdays, and Thursdays are great times to visit. Avoid the last day of the month and a lunchtime visit – from 11 a.m. to 2 p.m.

What will parents need when going to the NC DMV office?

- Your Driver's Education Certification from an approved driver education course.
- Your Driver Eligibility Certificate. Now downloadable from your non-public school portal.
- One document (birth certificate) with full name proving identity and date of birth.
- A Social Security card OR one document proving they have a social security number.
- One document verifying physical address in NC (two are required if getting an NC REAL ID).

We appreciate the opportunity to partner with you. Feel free to contact our office for further assistance.

Sincerely,

The NC Department of Non-Public Education.

