



# Application for Licence under Driving Instructors Act 1992

## 1. Customer Details

Surname

Given names

Residential address

Postcode

Postal address (if different to residential address)

Postcode

Daytime contact number

Mobile phone number

Email address

Date of birth

Driver licence number

State of issue

Working With Children Check Number

Expiry date

Class of Licence applying for:

(e.g. Car, LR, HR, MR, HC, MC, Rider)

New application

Upgrade

(Complete Pages 1 & 2 only - not the Medical form)

Renewal over 2 years

Mutual recognition

(Complete and attach [Form 532-Notice of Registration of Equivalent Occupation - Driving Instructor's Licence](#))

## 2. Customer Declaration

I declare that the questions No. 1 to 9 overleaf contained in this application have been read by me and that the answers to such questions were written by me and to the best of my knowledge and belief, are correct. I have also signed and dated each of the following two pages which contain my answers to questions 1 to 9. I am aware that the information supplied by me in this application may be disclosed to the law enforcement, registration and licensing agencies of NSW and other States and Territories for the purpose of law enforcement, protection of the public revenue or to check the veracity of the address of the person to whom the information relates.

**By signing and submitting this form, I consent to Transport for NSW disclosing my personal information for the purposes of:**

- undertaking a criminal history check with NSW Police; and
- reviewing my driving records held by licensing agencies in other jurisdictions.

**I acknowledge that if I am eligible for the issue of a Driving Instructor's Licence I may be interviewed by NSW Police.**

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_

## CERTIFICATE BY OFFICER RECEIVING APPLICATION

I certify that:

- (a) The declaration above has been read and signed by the applicant in my presence.
- (b) Question 9 in Section 1 has been read by me to the applicant and I have impressed upon him/her that such questions must be answered fully and correctly.
- (c) I have inspected the licence mentioned in the answer to question 1 of Section 1 and I have verified that the answers given in item (a) correspond with particulars on such licence.
- (d) NOTE: If it is not practicable for the applicant to produce his/her driver's licence, ensure that the applicant has furnished full particulars in his/her answers to question 1, and then delete paragraph (c) above and insert the words 'Previous licence not available'. This application is to be rejected if the applicant has not met any of the eligibility requirements listed at the top of this page.
- (e) I have affixed a photograph by means of adhesive in the box provided on this page, which has been supplied by the applicants which is a good identification of him/her.
- (f) I have verified the Working With Children Check Number

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Officer receiving application to affix photograph of applicant here

**SECTION 1** (Applicant must write all answers to questions 1 to 9.)

1. (a) Please give the details of your current Australian Driver's Licence.  
Licence Number \_\_\_\_\_ State/Territory of issue \_\_\_\_\_  
Expiry date of licence \_\_\_\_/\_\_\_\_/\_\_\_\_ Class of licence \_\_\_\_\_

(b) If the above licence was issued in New South Wales, and you have held a driver's licence in another jurisdiction, please indicate the licence number and the place of issue. If you have never held a driver's licence in another jurisdiction, proceed to question (c).  
Licence Number \_\_\_\_\_ Place of Issue \_\_\_\_\_

(c) Have you ever held a licence in another name (ie. assumed, or alias name)? Yes  No   
If the answer is yes, please indicate the name that appeared on the licence, the licence number and the place of issue.  
Surname \_\_\_\_\_ Given Names \_\_\_\_\_  
Licence Number \_\_\_\_\_ Place of Issue \_\_\_\_\_

2. In the four years immediately prior to the date of this application, how long have you held the class of driver licence (eg R, C, HC etc.) for which you wish to now provide driving instruction? (Do not include any period you have held a learner, provisional, probationary or restricted licence) \_\_\_\_\_

3. How long have you lived at the address indicated on the front of this form? \_\_\_\_\_  
(If less than 6 months, please give your previous address) \_\_\_\_\_

4. What is your date and place of birth? \_\_\_\_\_

5. What is the name and address of your employer(s) during the last six months?  
\_\_\_\_\_  
(a) in what capacity were you employed? \_\_\_\_\_  
(b) when and for how long did you work? \_\_\_\_\_

6. Have you successfully completed a recognised training course as a driving instructor? YES  NO   
If so, please provide copy of certificate: \_\_\_\_\_

7. Are you required to wear spectacles or contact lenses when driving a motor vehicle? YES  NO   
IF YOU HAVE ANSWERED YES TO THE ABOVE IN QUESTION 7, STATE THE TYPE OF VISUAL AID YOU USE:  
\_\_\_\_\_

8. Have you in the past 10 years in New South Wales or elsewhere -  
(a) Been refused a driver or rider licence, or been disqualified from holding a driver or rider licence YES  NO   
(b) Had your driver licence suspended or cancelled YES  NO   
(c) Been advised that your driver licence is about to be suspended or cancelled YES  NO   
(d) Had a driving instructor licence refused, suspended or cancelled YES  NO   
IF YOU HAVE ANSWERED YES TO ANY OF THE ABOVE IN QUESTION 8, GIVE FULL PARTICULARS:  
\_\_\_\_\_  
\_\_\_\_\_

9. Have you in the past 10 years in New South Wales or elsewhere had an offence proven in court, been convicted, or are there any charges pending against you for any criminal, traffic or anyother type of offence? YES  NO   
IF YOU HAVE ANSWERED YES TO THE ABOVE IN QUESTION 9, GIVE FULL PARTICULARS:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# MEDICAL REPORT

**Questions 1 to 11 must be completed only by the Doctor. Please complete ALL sections by ticking the box**

**INSTRUCTIONS TO DOCTORS:** Please read Section 1, questions 7 & 9 (*applicant's answers*) prior to completion of this medical report. Please complete this medical report in conjunction with the **current published guidelines** for the class of licence held. Please pay particular attention to the applicant's medical history, which may affect driving. **Where medical fitness cannot be determined, you should refer to an appropriate specialist.**

## MEDICAL REPORT AUTHORISATION

I authorise the doctor named below to provide information to Transport for NSW regarding my medical condition. I also authorise Transport for NSW to approach the doctor should further information be required.

Doctor's name \_\_\_\_\_

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

### 1 History

How long have you treated this patient?

Years \_\_\_\_\_ Months \_\_\_\_\_

### 2 Vision

#### VISION STANDARDS

#### Car, Rider and Light Rigid Drivers.

The criteria for an unconditional licence are **NOT** met  
- if the person's visual acuity in the better eye or with both eyes together is worse than 6/12

#### Heavy Vehicles, Commercial Vehicles

The criteria for an unconditional licence are **NOT** met  
- if the person's visual acuity is worse than 6/9 in the better eye; or  
- if the person's visual acuity is worse than 6/18 in either eye.

**See 'Assessing Fitness to Drive' for more information.**

Are glasses/lenses worn (distance)? No  Yes

Visual acuity (distance)      R                  L                  Together

Uncorrected                  6/\_\_\_\_\_    6/\_\_\_\_\_    6/\_\_\_\_\_

With Glasses                  6/\_\_\_\_\_    6/\_\_\_\_\_    6/\_\_\_\_\_

Fields of vision \_\_\_\_\_ Normal  Abnormal

Double vision                  No  Yes

Poor night vision              No  Yes

Eye Specialist or Optometrist's certification (if required)

Name \_\_\_\_\_

Signature \_\_\_\_\_

### 3 CARDIO-VASCULAR CONDITION No Yes

*If No proceed to the next question. If Yes complete the following.*

\* Acute myocardial infarct                  No  Yes

\* Angioplasty                                      No  Yes

\* Angina    No  Yes

#### \* Refer to Guidelines - Heavy Vehicle Licencees Only

Stress test                                      -ve \_\_\_\_\_ +ve \_\_\_\_\_

Ejection Fraction %                          \_\_\_\_\_

Cardiomyopathy \_\_\_\_\_ No  Yes

CABG \_\_\_\_\_ No  Yes

Hypertension/Hypotension \_\_\_\_\_ No  Yes

Recurrent / persistent arrhythmia \_\_\_\_\_ No  Yes

Cardiac pacemaker \_\_\_\_\_ No  Yes

Aneurysm (site) \_\_\_\_\_ No  Yes

Defibrillator \_\_\_\_\_ No  Yes

### 4 DIABETES No Yes

*If No proceed to the next question. If Yes complete the following.*

Controlled by: \_\_\_\_\_ Tablets  Insulin

Compliant with medication \_\_\_\_\_ No  Yes

Hypoglycaemic awareness (date of last episode) \_\_\_\_\_ No  Yes

End organ effects \_\_\_\_\_ No  Yes

### 5 MUSCULO-SKELETAL CONDITION No Yes

eg degenerative or painful joints, arthritis, loss of limbs/digits orthopaedic defect

Diagnosis \_\_\_\_\_

Condition likely to affect driving \_\_\_\_\_ No  Yes

### 6 EPILEPSY No Yes

*If No proceed to the next question. If Yes complete the following.*

Type \_\_\_\_\_

Date of onset \_\_\_\_\_

Date of last seizure \_\_\_\_\_

Confirmed by neurologist \_\_\_\_\_ No  Yes

24 Hour EEG                                      Normal  Abnormal

Sleep epilepsy

Confirmation by neurologist of "sleep only" epilepsy during past 12 months                  No  Yes

### 7 NEUROLOGICAL CONDITION No Yes

*If No proceed to the next question. If Yes complete the following.*

Cognitive and/or Intellectual

Impairments \_\_\_\_\_ No  Yes

Dementia \_\_\_\_\_ No  Yes

Traumatic Brain Injury \_\_\_\_\_ No  Yes

Loss of Limb Control \_\_\_\_\_ No  Yes

TIA/Syncope/Blackout (*specify year*) \_\_\_\_\_ No  Yes

Strokes (*specify year*) \_\_\_\_\_ No  Yes

Neuromuscular Condition:

Diagnosis \_\_\_\_\_

### 8 SLEEP DISORDER No Yes

*If No proceed to the next question. If Yes complete the following.*

Sleep Apnoea \_\_\_\_\_ No  Yes

Narcolepsy \_\_\_\_\_ No  Yes

Well controlled \_\_\_\_\_ No  Yes

### 9 MENTAL HEALTH/NERVOUS DISORDER

Diagnosis \_\_\_\_\_

Condition likely to affect driving \_\_\_\_\_ No  Yes

### 10 DRUGS LIKELY TO AFFECT DRIVING No Yes

*If Yes complete the following.*

Non-prescribed drugs \_\_\_\_\_ No  Yes

Indication of alcohol abuse \_\_\_\_\_ No  Yes

**Comments on any condition likely to affect driving. Append additional pages if necessary.**

**11 DOCTOR'S CERTIFICATION**

The person whose name appears on this page was examined by me today in accordance with the published guidelines for the type of licence applied for and is considered:

**FIT**

**UNFIT**

Doctor's Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_

Tel. No:

Date:

Office Use Only                      CSR Signature and date  
*(Check that Question 2 has been completed)*

## INFORMATION FOR APPLICANT

To be eligible to apply for a driving instructor's licence you must at the date of the application:

1. be 21 years of age or older;
2. be the holder of a current Australian driver's licence;
3. have held the equivalent class of licence (which does not include a learner, provisional or probationary) in which you wish to instruct for a minimum of three of the last four years.
4. Provide a Working With Children Check Number on this application. To obtain this number visit [kidsguardian.nsw.gov.au](http://kidsguardian.nsw.gov.au)

The following classes of driving instructor licences are available:

Licence Type	Classes of motor vehicle in which driving tuition may be given
C	Any motor vehicle covered by a class C (Car) driver's licence
CR	Restricted (May not instruct people who hold a learner driver licence)
LR	Any motor vehicle covered by a class LR (Light Rigid) driver's licence except a motor vehicle covered by a class C
MR	Any motor vehicle covered by a class MR (Medium Rigid) driver's licence except a motor vehicle covered by a class C
HR	Any motor vehicle covered by a class HR (Heavy Rigid) driver's licence except a motor vehicle covered by a class C
HC	Any motor vehicle covered by a class HC (Heavy Combination) driver's licence except a motor vehicle covered by a class C
MC	Any motor vehicle covered by a class MC (Multi Combination) driver's licence except a motor vehicle covered by a class C
R	Any motor cycle
RR	Restricted (May not instruct people who hold a learner rider licence)

**Note:** Applicants may apply for more than one licence type.

**CAUTION - Any person who by false statement or misrepresentation obtains or attempts to obtain a driving instructor's licence is liable to a maximum penalty of FIVE THOUSAND FIVE HUNDRED DOLLARS (\$5,500) and any licence so obtained will be cancelled.**

### The APPLICANT must:

complete Section 1, Questions 1 to 9.

- present this form to the doctor.
- bring spectacles, contact lenses etc, to the examination.
- provide four passport type photographs of 5cm by 4cm  
(*face on, head and shoulders visible, without any headwear unless it is worn on religious grounds*).

**NOTE:** Any fee charged for the medical examination is payable by the applicant and not Transport for NSW

**Personal Information Collection Notice:** our Privacy Statement explains why we are collecting your Personal Information and how we will use and manage it in accordance with the *Privacy and Personal Information Act 1998*, and, where relevant, the *Health Records and Information Privacy Act 2002*. You can obtain a copy of our Privacy Statement at [www.transport.nsw.gov.au/privacy-statement](http://www.transport.nsw.gov.au/privacy-statement) or call us on **13 22 13** to request a copy.