



100 North First Street  
Springfield, Illinois 62777-0001

## ILLINOIS SCHOOL BUS DRIVER INSTRUCTOR APPLICATION

### FUNDING AND DISBURSEMENTS DEPARTMENT

**DIRECTIONS:** After attending the annual instructor training in person (required for recertification) please complete the application and submit the original form to the respective regional office of education or intermediate service center.

**SPECIAL NOTE:** Please do not send your first aid card, application form, or any other materials to the ROE 3 office. All materials should be given to the Regional Office of Education that is certifying you as a school bus driver training instructor.

**First time applicant:** ☐ Yes ☐ No

☐ **Second Division School Bus Driver Training Instructor**

☐ **First Division School Bus Permit Holder Instructor\***

*\*(Must be a Second Division School Bus Driver Instructor to hold this Additional Certification)*

NAME OF APPLICANT (First, Middle Initial, Last Name)	DATE	
HOME ADDRESS (Street, City, State, ZIP Code)	CELL PHONE (Include Area Code)	HOME EMAIL ADDRESS
EMPLOYER'S NAME	EMPLOYER'S TELEPHONE (Include Area Code)	
EMPLOYER'S ADDRESS (Street, City, State, ZIP Code)	REGIONAL OFFICE OF EDUCATION	
ANNUAL INSTRUCTOR TRAINING CLASS LOCATION	DATE ATTENDED	

### REQUEST FOR STATE CERTIFICATION

I have reviewed and verified that \_\_\_\_\_ has met all the requirements stated in Title 23, Part 1, Section 1.515 of the Illinois Administrative Code and am seeking certification for this applicant as a state school bus driver training instructor. The Illinois School Bus Driver Training Curriculum is the official document to be used in all initial and refresher school bus driver training classes conducted by this Regional office of Education.

\_\_\_\_\_  
Date

\_\_\_\_\_  
**Original** Signature of Regional Superintendent

\_\_\_\_\_  
Regional Office of Education