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| OSPI Logo | OFFICE OF SUPERINTENDENT OF PUBLIC INSTRUCTION ESD CO DIST  Student Transportation/Traffic Safety Education  Old Capitol Building  PO BOX 47200  Olympia WA 98504-7200  (360) 725-6120 TTY (360) 664-3631  **REQUEST TO CONDUCT BTW INSTRUCTOR COURSE** |

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| **GENERAL INFORMATION** | |
| SCHOOL DISTRICT | CONTACT PERSON |
| ADDRESS | TELEPHONE NUMBER |
| COUNTY |

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| **COURSE INFORMATION** | | |
| PERSON(S) TEACHING COURSE | LOCATION | |
| DATE(S) | TIME(S) |
| TEACHER CERTIFICATION NUMBER |

Planned number of hours of instruction must total 60 clock hours as per RCW 46.82.330(3)(d).

      Classroom

      Observation of behind-the-wheel teaching methods (at least 12 hours)

      Supervised behind-the-wheel teaching techniques (at least 6 hours)

      Other

      Total Hours

List of person(s) taking course: (attach additional sheet if needed)

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| **NAME** | **SOCIAL SECURITY #** | **TEACHING CERTIFICATE NO.** | **DRIVER LICENSE NO.** | **TEACHING LOCATION** |
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Requested by:

SIGNATURE OF SUPERINTENDENT OR DESIGNEE DATE

Reviewed by:

SIGNATURE OF PROGRAM SUPERVISOR OR DESIGNEE DATE

**Attach a course outline to this request.**