

## Driver Safety Course

### Requirements to Take Driving Safety Course

If you are charged with a traffic offense under the Transportation Code, you may request on or before the fourteenth (14) day from the date of offense, either at the Clerk's Office or by mail, to take a Driving Safety Course (DSC). At the time of the request you must do the following:

- plead Guilty or No Contest;
- present a valid Texas Drivers License (DL) or permit;
- present proof of Financial Responsibility or Insurance;
- pay the State Costs, State Traffic Fine and Administrative Fee \$107.00; or \$132.00 if the offense occurred in a school zone; **(ALL COSTS AND FEES ARE SUBJECT TO CHANGE WITHOUT NOTICE)**;
- Submit an affidavit that states you are not completing or have completed a drivers safety course within the past twelve months.. **Driver Safety Form**

Within fourteen (14) days from the date of offense, mail in or bring in to the Clerks Window the above stated 5 items, and upon approval, the court will grant you permission to take the course. If applying by mail, please wait until you have received permission from the court before you take the course. You will have 90 days in which to complete the course and obtain a certified copy of your driving record from Austin. (The Court will provide you with a form to send to the State to request your driving record or you may request a copy online at [www.texasonline.com](http://www.texasonline.com) -record type 3A only.

Upon successful completion and returning of your documents to the court, your citation will be dismissed. Judgment will be deferred for 90 days to allow you time to complete the course AND obtain a certified copy of your driving record from the Department of Public Safety in Austin. All documents including the course completion certificate, the certified copy of your driving record, and Official Request for Driver Safety, MUST be returned to the Court on or before the 90th day to have your citation dismissed.

### NOT ELIGIBLE FOR A DRIVER SAFETY COURSE

- currently taking a course for another violation;
- For speeding 25mph (or more) over the speed limit
- Failure to give information at the accident scene
- Leaving the scene of an accident
- Fleeing or attempting to elude police officers
- Reckless driving
- Passing a school bus.

**AS OF SEPTEMBER 1, 2003, YOU ARE NOT ELIGIBLE FOR DEFERRED DISPOSITION IF YOU POSSESS A CLASS A OR B DRIVER'S LICENSE, EVEN IF YOU ARE IN A PERSONAL VEHICLE.**

### **DRIVER SAFETY COURSE FORM.**

#### **Where You Can Take A Driving Safety Course**

The Court is not allowed to recommend a Driving School. We refer you to the yellow pages of the telephone directory, under "Driving Instruction" and call a number listed. You need only ask if their school is an approved course for the dismissal of a traffic citation. Or you may visit the website for a school list on TEA website <http://www.tea.state.tx.us/drive>.

#### **How to order a copy of your Driving Record from Texas DPS Austin**

Texas driving records are available on line at the Texas Department of Public Safety website, [www.txdps.state.tx.us](http://www.txdps.state.tx.us), choose "Driver's License and Online Services", or at [www.texasonline.com](http://www.texasonline.com), "Order Drivers Records". *You must request type 3A.* They are also available at the Texas Department of Public Safety, 108 Denson St (Corner of Denson and Airport Blvd.) Austin, TX 78752, (512)424-2600. The cost for the certified driving record is \$10.00. If request made on-line, cost will be \$12.00.

### **REQUEST FOR DRIVING RECORD**

#### **Failure To Complete A Driving Safety Course**

If you fail to complete any one of the requirements by your due date, your case will be set for a Show Cause Hearing. A letter will be mailed to the address on your citation. There are no resets for a Show Cause Hearing except for an emergency that can be verified by a Court Supervisor. Please note that appropriate attire is required in the Court Room. If you fail to appear at the Hearing, Judgment will be imposed. You will have 10 days from the Hearing date to either pay or appeal the total Judgment before a Capias Profine Warrant is processed. You may waive your Hearing by appearing in person or by writing to the Court to waive your Show Cause Hearing, and pay the remaining balance of the fine. Make all payments payable to the City of Forest Hill.