

Student Drivers Permit or Intermediate License

See <http://www.tn.gov/safety/driverlicense/gdl.shtml>

From the Department of Safety & Homeland Security website: Proof of School Attendance

Applicants under the age of 18 must prove they are enrolled in school and making satisfactory progress. If they have already graduated, they must bring their high school diploma or G.E.D. certificate with them when they apply. If not, they need to ask their school to complete a Certificate of Compulsory School Attendance and take the original part of this form with them to a driver license station. The form is valid for only 30 days.

If a student fifteen years of age or older drops out of school or fails to make satisfactory academic progress, the school is required to notify the Department of Safety. This suspends the student's driving privileges. The first time a student drops out, he or she may regain the privilege to drive by returning to school and making satisfactory academic progress. There is no second chance, however. The second time a student drops out he or she must wait to turn 18 years old before being eligible to apply.

We supply a letter on school letterhead. *Requirements for Proof of Attendance and Progress letter for the Department of Safety & Homeland Security*

Please note our policy regarding DMV proof of attendance and progress letters:

If a student under the age of 18 requests a DMV letter from us during the school year and does not

- a) submit semester reports in a timely manner
- b) obtain GED or graduate,
- c) transfer to another school

or

- e) re-enrolls with us for the next school year on or by Aug 1

then we are required to report the student to the DMV.

Students requesting proof of attendance and progress letters must be currently enrolled with us and in attendance for at least 30 days – that means if you request a DMV letter on or after July 1, of this year – you must be enrolled for our previous school year. For example July 1, 2014 request, you would have to be enrolled in our 2013/2014 school year.

Please ensure that course work (grades to date) and attendance have been turned in and received by the school administration.

Send form with the following information:

Student's FULL LEGAL Name _____

Date of birth _____

FULL Address _____

(Street Address

City

County

State)

Parent/legal guardians name _____

Printed Name and Signature

We do not accept rush requests for this letter. You will be notified by email when your request is completed.

Please allow 1 full work week for these forms to be processed and postal mailed. Fax 650-479-8969 or email to:

fivepointlearningacademy@yahoo.com or mail to 5 Point Learning Academy, 203 Harts Bridge Rd, Jackson, TN 38301-7672