



Ohio Department of Education Pupil Transportation



To: Evette Moody, West Region Preservice Instructor
Madison-Champaign ESC - Attn: Preservice Department

Ohio Preservice School Bus Driver Training Enrollment Form

Please fax or email enrollment forms to Amber LeValley fax: 937-652-2221 | amber.levalley@mccesc.org

Date: _____

New Driver \$85.00 | Recert Driver \$60.00

From: _____ of _____
(Transportation Supervisor) (School District)

Phone #: _____ Fax #: _____

The following drivers are to attend the _____ County Class On _____
(Dates)

New Drivers (Days 1, 2, 3, 4)

Recertification Drivers (Days 2, 3, 4)

Payment Options:

- Pay with credit card by contacting the ESC at 937-484-1557 – there is a 3% transaction fee for credit card payments.
- Pay by check or money order. Checks made payable to: Madison-Champaign ESC or send payment to class with the driver.
- Bill district with or without Purchase Order #. If using a purchase order #, please provide that number here: _____

Class Policies:

- ✓ Drivers MUST attend the first day of class- that is a Monday for new drivers and a Tuesday for recert drivers. Drivers who arrive at a class without having attended the first day WILL NOT be admitted unless making up a day from a previous class.
- ✓ All classes are Monday through Thursday
- ✓ Class Registration forms not received 2 business days prior to class will not be accepted.
- ✓ Cancellations not received 2 business days prior to class will be filled in FULL for the class- this includes no shows.
- ✓ Drivers will not be permitted in class if they are not pre-registered
- ✓ The school district sending the driver to class is responsible for class fees unless otherwise stated by the district itself.

