



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

Date: January 02, 2025

From: Sparkles Richardson, Wendy House School Bus and Traffic Safety  
Section  
Administrative Specialist

Subject: Basic Driver Education and Renewal Course Offerings for 2025

To: Potential Driver Education Instructor Candidates

To become a Driver Education Instructor, you must attend and satisfactorily pass the 80-hour Basic Driver Education Course (BDEC). The classes are Monday through Friday from 8:00am to 5:00pm. Attached is the current schedule of classes. This year we will be offering the week of classroom virtually. Individuals who select the virtual option will attend classroom portion online. The virtual class will be taught live and cover the same material as the in-person class. All students will attend the behind-the-wheel training in-person. **The checks or money orders are made out to NCDMV.**

Qualifications to be a Driver's Education Instructor are as follows:

- Cannot have convictions for moving violations totaling five or more points within three years preceding the date of the application.
- Have at least four years' experience as a licensed operation of a motor vehicle.
- Have not been convicted of a felony in the 10 years immediately preceding the date of application.
- Not have had a revocation or suspension of driver's license in the five years immediately preceding the date of the application.
- Have graduated from high school or hold a high school equivalency certificate.

If you meet the qualifications and are interested in attending the **80-hour class**, please send via mail the attached **fully** completed application and **\$250** (cashier's check or money order) to:

NC Division of Motor Vehicles  
School Bus and Traffic Safety Section  
Attention: Driver Education  
3140 Mail Service Center  
Raleigh, NC 27697-3140

*Mailing Address:*  
NC DIVISION OF MOTOR VEHICLES  
SCHOOL BUS AND TRAFFIC SAFETY  
3140 MAIL SERVICE CENTER  
RALEIGH, NC 27697-3140

*Telephone:* 919-861-3109  
*Customer Service:* 1-877-368-4968  
*Website:* [www.ncdot.gov](http://www.ncdot.gov)

*Location:*  
DMV HEADQUARTERS BUILDING  
1417 NORTH CHURCH STREET  
ROCKY MOUNT, NC 27804

**Classes are filled on a first-come, first-served basis and class size is limited.**  
**80-Hour Basic Driver Education Course Offerings**  
**(Classroom and Behind-the-Wheel Instruction)**

	<b>Virtual Classroom (Week one)</b>		
	<b>June 9-13, 2025</b>	<b>Online</b>	
<b>Select one:</b>	<b>Behind-the-Wheel (pick one) (week two)</b>		
	June 16-20, 2025 (10 Slots)	NCDMV 1687 North Bridge Street Elkin, NC 28621	Elkin
	June 16-19, 2025 (12 Slots)	Cumberland County Educational Resource Center 396 Elementary Drive Fayetteville, NC 28301	Fayetteville
	June 16-20, 2025 (10 Slots)	NCDMV 2391 Coliseum Blvd Greensboro, NC 27403	Greensboro
	July 28- August 01, 2025 (16 Slots)	NCDMV 4651 North Creek Drive Greenville, NC 27834	Greenville
	June 16-20, 2025 (16 Slots)	NCDMV 12101 Mount Holly Huntersville Road Huntersville, NC 28078	Huntersville
	June 23-26, 2025 (12 Slots)	Brunswick Community College Leland Center 2045 Enterprise Drive NE 29451	Leland
	July 07-11, 2025 (16 Slots)	Union County Professional Development Center 721 Brewer Road Monroe, NC 28112	Monroe

	June 23-27, 2025 (14 Slots)	Foothills Higher Education Center 2128 South Sterling Avenue Morganton, NC 28655	Morganton
	June 16-20, 2025 (20 Slots)	NCDMV 1405 North Church Street Rocky Mount, NC 27804	Rocky Mount
	July 07-11, 2025 (20 Slots)	NCDMV 1405 North Church Street Rocky Mount, NC 27804	Rocky Mount

If you currently are a Driver Education Instructor and are interested in attending a **Renewal Credit Class (40-hours)**, mail a **fully** completed application and **\$125.00** (cashier's check or money order) to:

NC Division of Motor Vehicles  
School Bus and Traffic Safety Section  
Attention: Driver Education  
3140 Mail Service Center  
Raleigh, NC 27697-3140

**Classes are filled on a first-come, first-served basis and class size is limited.**

**40-Hour Renewal Credit Course  
(Classroom Instruction Only, Currently Certified  
Instructors Only)**

March 31 – April 04, 2025 (50 Slots)	Virtual	Remote
July 14-17, 2025 (50 Slots)	Virtual	Remote
October 13-17, 2025 (50 Slots)	Virtual	Remote

If you have questions or concerns regarding scheduling contact either Sparkles Richardson [sjrichardson@ncdot.gov](mailto:sjrichardson@ncdot.gov) or Wendy House [wthouse@ncdot.gov](mailto:wthouse@ncdot.gov). You may also email the SBTS department at [schoolbustrafficsafety@ncdot.gov](mailto:schoolbustrafficsafety@ncdot.gov) .

If you have questions regarding the Virtual week one of the Basic Driver Education Instructor Course (80-Hours) or Virtual offerings of the Renewal Credit Course contact John Fink [jcfink@ncdot.gov](mailto:jcfink@ncdot.gov) .

## Basic Driver Education Instructor Course Application Form (80-Hours)

Please complete the following information and return to the DMV School Bus and Traffic Safety Section.

Please indicate with a check mark which option applies to you:

Open your own driver education training school	Work for a driver education training school that is already established

Full Name:

---

Address:

---

---

Telephone Number:

---

Driver License Number:

---

Virtual Date:            June 09-13, 2025

---

In-person Week 2 location:

---

Email Address:

---

**Renewal Credit Instructor Class (40 Hours)**

**Application Form**

Please complete the following information and return to the DMV School Bus and Traffic Safety Section.

Current Employer: \_\_\_\_\_

Full name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Number: \_\_\_\_\_

Driver License Number: \_\_\_\_\_

Location & Dates of Course: \_\_\_\_\_

Email Address: \_\_\_\_\_