

## **Terms and Procedures**

If eligible and requirements have been received, you will be required to submit the following to the court on or before 90 days:

- A certified copy of your driving record from the Texas Department of Public Safety
- A copy of your Driving Record must be requested from the Texas Department of Public Safety and costs \$12.00. This form can be downloaded, printed and mailed to the DPS by [clicking](#) here. Also, an online request can be made at [dps.texas.gov](http://dps.texas.gov).
- The uniform certificate of course completion of a driving safety course or a verification of course completion of a motorcycle operator course from an approved Texas Department of Licensing and Regulation (TDLR) Driving Safety Course

## **You are not eligible to take a Driving Safety Course if:**

- Offense is not defined as a moving violation
- You have a Commercial Driver's License (CDL) even if the violation occurred while you were driving a private vehicle
- You do not have a valid Texas driver's license
- You received a citation for not having current vehicle liability insurance and you do not provide a copy of current vehicle liability insurance
- You were speeding 25 miles per hour or more over the speed limit
- You received your citation as a result of Reckless Driving
- You received your citation as a result of Passing a School Bus
- You received your citation as a result of Fleeing/Eluding a Peace Officer
- You received your citation as a result of Leaving the Scene of an Accident
- You received your citation as a result of Fail to ID/ Render Aid
- You have been approved for a Driving Safety Class in the State of Texas within the last 12 months; or you have warrant(s) for your arrest

If you are not eligible for a Driving Safety Course you must enter your plea in person or by mail. If you enter your plea by mail you must use the back of the citation or write a letter including your plea and request.

## **Failure to Comply With Terms of Agreement**

If you fail to comply with any of the requirements of the Driving Safety Course, your case will be set for a Show Cause Hearing. The hearing is your opportunity to speak with a judge regarding why you failed to comply. If you fail to appear at your hearing, a conviction will be entered and reported to the Texas Department of Public Safety.