



New York State Department of Motor Vehicles
DRIVER/EMPLOYER CERTIFICATION
FOR THE CDL "S" (SCHOOL BUS) ENDORSEMENT



READ THESE INSTRUCTIONS FIRST!

1. Review the requirements for the school bus driver "S" endorsement listed in Part 1 below.
2. If you meet all of the requirements for the "S" endorsement, complete and sign the Driver Certification in Part 2, on page 2 of this form.
3. Then, have your employer sign the Employer Certification in Part 3, also on page 2.
4. Finally, mail this form (with original signatures) and a photocopy of your **NYS Driver License** to the following address
NOT LATER THAN June 1, 2005:

Room 524
New York State Department of Motor Vehicles
School Bus Endorsement Project
6 Empire State Plaza
Albany NY 12228

PART 1 - REQUIREMENTS FOR THE "S" ENDORSEMENT

- A. You must have an "S" endorsement to drive a school bus that is defined in section 142 of the NYS Vehicle and Traffic Law; AND EITHER**
1. is designed to seat 16 or more adult passengers (including the driver); **OR**
 2. has a gross vehicle weight rating (GVWR) of 26,001 lbs or more.
(NOTE: This does not apply to you if you drive *only* coach type buses to transport pupils on trips **other than between home and school**, such as field trips, athletic trips, and other special transportation services. If you are not sure if the school bus you drive meets this definition, please ask your employer.)
- B. Certification Criteria.** To meet the certification criteria, you:
1. must hold a valid NYS commercial driver license (CDL) with a passenger ("P") endorsement and no N1 or N2 seating capacity restrictions.
AND
 2. must have passed an Article 19-A biennial written test, administered by an Article 19-A certified examiner, containing specific questions*, on or after October 1, 2002,
* *Please see your employer for more information about these written test questions.*
AND
 3. either:
 - a. must have passed either a road test, administered by NYS DMV on or after October 1, 2002, in a school bus as defined above, **OR**
 - b. must have passed an Article 19-A biennial behind-the-wheel road test on or after October 1, 2002, administered by an Article 19-A certified examiner, in a school bus as defined above, **OR**
 - c. must have held a NYS CDL license with a passenger ("P") endorsement before October 1, 2003 with:
 1. no N1 or N2 seating capacity restriction, *and*
 2. no disqualifying convictions or sanctions** on your license record for the past two years; *and*
 3. are either an Article 19-A certified examiner, *or* are regularly employed as a school bus driver.
- ** **CRITERIA FOR DISQUALIFICATION:**
- ♦ any sanction (suspension, revocation) for Vehicle and Traffic Law violations
 - ♦ any single conviction for leaving the scene of an accident
 - ♦ any single conviction in conjunction with a vehicle accident
 - ♦ conviction for any **two** of the following serious traffic violations:

- Speed Contest	- Speed Not Reasonable Or Prudent
- Following Too Closely	- Speed In Zone
- Moved From Lane Unsafely Or Weaving	- Speeding Past School
- Speeding	- Speeding 25 MPH or more above the legal limit
- Reckless Driving	

Both you and your employer must certify that you meet the requirements for the "S" endorsement.

PART 2 - DRIVER CERTIFICATION

By signing this certification, I certify to the Department of Motor Vehicles that I meet the requirements for the school bus driver endorsement, as described in Part 1 of this form.

▶ _____
Your Signature

_____ Date

_____ *Print* your name as it appears on your NYS driver license

_____ () _____
Date of Birth Nine-Digit Driver License Number Daytime Phone Number

_____ *Print* your mailing address (including city, state, and zip code)

_____ *Print* the address where you live, if it is different than your mailing address

PART 3 - EMPLOYER CERTIFICATION (PLEASE PRINT)

I certify that: _____
Driver's name as it appears on NYS driver license

_____ Nine-Digit Driver License Number

(Check one)

- meets the written and road test criteria described in Part 1; **OR**
- meets the written test criteria **and** has been regularly employed by

Name of school bus carrier or employer

as the driver of a school bus as defined in Part 1 of this form.

▶ _____
Signature of authorized carrier representative or employer

_____ Name & position/title of representative (Please print)

_____ Street address of place of employment (please print)

_____ City State Zip Code

_____ Daytime phone number of representative