

**Fax or mail Original to:****Safety Rules!**

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 Syracuse, NY 13224  
 Attn: Ted Finlayson-Schueler

Phone: (315) 446-6333  
 SchoolBusTed@SafetyRules.net  
 Fax: (315) 703-1871

The University of the State of New York  
 THE NEW YORK STATE EDUCATION DEPARTMENT  
 (518) 474-6541

# Bus Driver Course

## Notice of Program Offering

**Directions:** Print or type the information requested **in its entirety**. This is a two-page form – a completed NPO – Program Schedule must be submitted with this page. Submit **BOTH PAGES** for each course. Submit **NO LESS THAN 30 days PRIOR** to the start of the course. **NOTE: NPO's not submitted at least 30 days prior to the start of the program can not qualify for Point Insurance Reduction approval.**

Which SED Approved Curriculum are you teaching?  **BASIC**  **ADVANCED**

**NOTE:** Class size is limited to 35 or by the number of students your facility is approved to accommodate. Even if your room is approved for 36-40, you must receive approval from *Safety Rules!* for class sizes over 35.

### SED – Approved Instructor Information

Name of SED-Approved SBDI (must be listed on PIRP facility application)	SBDI # (not MI #)	Telephone Number (day)

Complete Mailing Address (for certificates and course correspondence)

City/Town	State	Zip Code	Email Address

### Course Information (If your Delivery Agency number (### - ##) was assigned after 6/2007, you can skip B and C.)

A. Delivery Agency #	B. Name of district, BOCES, contractor or individual sponsoring/conducting program.

C. Teaching Location:	Building Name	Room Number or Name

Street Address (not PO Box)

City/Town	County	State	Zip Code

D. Do you plan to offer DMV Point/Insurance Reduction credit?  YES  NO

**Do not write below! Do not write below! Do not write below! Do not write below! Do not write below!**

Your course number is: \_\_\_\_\_ This number must be **included on the NPC** that you submit at the end of the course and on any correspondence about this course. Any paperwork without this number **WILL BE RETURNED**. Any drivers trained without prior course approval **do not meet regulatory requirements**.

You have been sent \_\_\_\_\_ certificates. All unused or voided certificates must be returned with the NPC. See bottom of NPC for certificate accounting.

