

Tyler Junior College Yearly Driver Application

Last Name (please print) First Name

DL # State Birth Date

Department or Organization Department Phone Number

MUST INCLUDE A COPY OF YOUR DRIVER'S LICENSE

Note: Only students employed by TJC in some capacity are authorized to drive fleet vehicles.

1. Have you had any moving violations within the last three years? Yes No
2. If so, how many? _____
3. Have you ever been issued a DWI/DUI citation? Yes No
4. When is the last time you attended a driver training course? _____

IMPORTANT NEW PROCEDURE: If the driver is involved in an at-fault accident while operating a TJC vehicle, their Department will be responsible for either the \$500 insurance deductible or repair, whichever is less.

NOTE: Motor Vehicle Records will be obtained and reviewed for all potential TJC drivers to determine eligibility. By signing this form you are acknowledging you have read and are aware of the attached Criteria for Driver Eligibility and Vehicle Regulations. Driver eligibility cannot be determined without a signed Authorization for Release of Information. This information must be submitted to Campus Services a minimum of 48 hours before the driver will be authorized to drive any College-owned vehicle or personal vehicle in the course and scope of their employment.

Applicant Signature

Date

Dean/Supervisor Signature

Date



TYLER JUNIOR COLLEGE

AUTHORIZATION FOR RELEASE OF INFORMATION

For insurance purposes, Tyler Junior College may obtain driving record histories of any individual that wishes to drive a Tyler Junior College owned vehicle, or their personal vehicle in the course and scope of their employment. The driving history record, obtained once a year, will be used to determine driver eligibility in accordance with the Tyler Junior College's insurance policy.

I agree that a copy of this authorization has the same effect as the original.

I hereby certify that I grant access, on this one occasion, to my driver license/ID record, inclusive of the personal information (name, address, driver identification number, etc.) to Tyler Junior College.

I understand this information will not be shared with any company or agency outside of Tyler Junior College.

FULL NAME: _____
(Please print clearly)

SIGNATURE: _____

DATE: _____