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## **Remote Instruction Guidelines**

To ensure consistent and quality education, all professional driving schools **must** adhere to the following guidelines when conducting remote classroom instruction:

- Utilize an online training solution that will be interactive (Zoom, GoToMeeting, Webex Video Conferencing, etc.)
- **Participation for remote instruction is limited to 50 students per class.**
- Ensure each enrolled student fully participates and completes each module. Webcam visual confirmation during the class is required.
- Individual who is conducting the class must hold a valid Driving Instructor Certificate, be visible and available to all students for the duration of the class. Driving Instructor **should not leave** the students in the class unattended at any time.
- Attendance must be confirmed for all students at the beginning and end of each class. Students will not receive credit for the module if they are not present for any portion of the class. Attendance confirmation document (electronic option acceptable) or sign-in sheet should be completed by each participating student and filed with the driving school. Must be available upon request from an RMV staff member or during an audit.
- Driving Schools should schedule a time for the participants of each class to take the final exam together via an online software option.
- Final exam shall consist of a minimum of 50 questions. At least 30 percent of the questions must pertain to the rules of the road. The remaining questions are at the discretion of the driving school but should be based on the [Driver's Education Curriculum](#).
- Final exam passing grade is 80 percent, which is the same for in-classroom testing and must be recorded in the student record of the Driving School Portal.
- The requirements for attendance and participation also applies to the Parent/Guardian Class. Webcam visual confirmation is required. New updated [Parent / Guardian Module Outline & Resource](#) was implemented on October 1, 2021.

*Non-compliance to the RMV requirements will be considered a violation of the RMV process.  
Driving schools will be subject to disciplinary action.*