

SCHOOL BUS 'S' ENDORSEMENT REQUIREMENTS

Delaware law requires school bus operators to carry a passenger "P" and school bus "S" endorsement on their driver license.

In order to receive the "S" endorsement, the applicant must meet the following requirements:

1. Must be at least 18 years of age with 1 year of driving experience.
2. Must hold or qualify for a commercial driver license (CDL) with P (passenger) endorsement.
3. May not have more than 5 points on his/her 3-year driving record at the time of the application.
4. May not have had his/her license suspended, revoked or disqualified in this State or any other jurisdiction for moving violations in the last 5 years.
 - a. If you transferred your out of state license to Delaware within the last 5 years, you must provide a certified driving record from your previous state
5. The applicant may have never been convicted of any of the following crimes under the laws of this State or of any other jurisdiction:
 - a. Any crime constituting the manufacture, delivery or possession of a controlled substance or counterfeit controlled substance classified as such in Schedule I, II, III, IV or V of Chapter 47 of Title 16;
 - b. Any crime against a child;
 - c. A or B felony;
 - d. Any crime constituting a felony homicide, including, but not limited to, murder, manslaughter and vehicular homicide;
 - e. Any crime constituting a felony sexual offense;
 - f. Any crime constituting a felony offense against public administration involving bribery, improper influence or abuse of office; or
 - g. Any crime other than those listed above, constituting a felony for which the person has not been pardoned or for which less than 5 years have passed since the person fully discharged all imposed sentences. As used herein, the term "sentence" includes, but is not limited to, all period of modifications of a sentence, probation, parole or suspension and all forms of fines, restitution or community service.

If all of the above qualifications are met, the applicant must:

- Upon completing the Criminal History Record Check Authorization (CHRCA) form online at <https://cdlis.dmv.de.gov/cdlis/>, follow SBI's process described on the following page to apply for a criminal history background check. This check shall include a national criminal background check, in addition to a review of the applicants' Delaware-based criminal history, a fingerprinting of applicants who are subjected to a national criminal background check, and expressly authorizes the use of records of the Federal Bureau of Identification for screening the applicants.
 - Background checks are valid for a period of 6 months.
6. The applicant must provide proof (yellow card) he/she successfully completed a training course through the Department of Education (DOE). Contact DOE for instruction to become a school bus driver and details surrounding training.
7. The applicant must pass a skills/road exam in a school bus administered by the Division of Motor Vehicles.

Additional responsibilities a current "S" holder must keep in mind:

- A current "S" holder may not have more than 8 points on his/her 3-year driving record.
- Anytime a license with a school bus endorsement is suspended, revoked or disqualified for moving violations, or the driver exceeds 8 points for moving violations, the School Bus Endorsement shall become invalid, and the endorsement shall be removed from the license.



Fingerprint Service Code Form

Division Of Motor Vehicles- USE ONLY

Service Name: Division of Motor Vehicles-School Bus Driver Applicant

To Schedule your ten-minute fingerprint appointment, simply visit <https://uenroll.identogo.com> and enter the following Service Code

27RX7X

*Service Code is unique to your hiring/licensing agency. **Do not use this code for another purpose.***

Please bring one of the identification documents from the list below to your enrollment appointment. Identification must be valid, not expired, and contain a photograph of the applicant.

- Driver's License issued by a State or outlying possession of the U.S.
- Driver's License PERMIT issued by a State or outlying possession of the U.S.
- Driver's License PAPER/TEMPORARY issued by a State or outlying possession of the U.S.
- Enhanced Driver's License (EDL)
- Commercial Driver's License issued by a State or outlying possession of the U.S.
- Commercial Driver's License PERMIT issued by a State or outlying possession of the U.S.
- ID card issued by a federal, state, or local government agency or by a Territory of the United States
- Enhanced Tribal Identification Card (for federally recognized U.S. tribes)
- Department of Defense Common Access Card
- Uniformed Services Identification Card (Form DD-1172-2)
- U.S. Military Identification Card
- U.S. Coastguard Merchant Mariner Card
- Military Dependent's Identification Card
- U.S. Passport
- Foreign passport
- Permanent Resident Card or Alien Registration Receipt Card (Form I-551)
- Employment Authorization Card/Document (I-766) that contains a photograph
- Canadian Driver's License
- Foreign Driver's License (Mexico and Canada Only)
- U.S. Visa issued by the U.S. Department of Consular Affairs for travel to or within, or residence within, the United States

Name Linking Documents (only needed if name on identification does not match name in registration):

- Original or Certified Copy of a Court Ordered Name Change Document (to include marriage certificates and divorce decrees)



Don't have access to the Internet? You can still schedule an appointment by calling **866.761.8069**.