INSTRUCTIONS TO COMPLY WITH AUTHORIZED DRIVER PROGRAM

(Applicable for rental car and electric cart use)

I. Complete the four sections on the electronic Driver’s Authorization Guide:
   1. Driver Record Consent
   2. Driver’s License Information
   3. Driver Training Data
   4. Employee Acknowledgment
      (The “Volunteer Acknowledgement is not necessary).

II. Complete the Authorized Driver training. Even if you have previously taken ASU’s Defensive Driver Training, this new training is required. **You have TWO options:**

   1. Instructor-led course offered by EHS. To look up scheduled classes and register, go to the EHS training webpage, select the maroon box and follow the instructions for registration:

   OR

   2. Complete the web-based course on Blackboard

If you need any assistance, please contact Lisa Zingale at Lisa.Zingale@asu.edu or call 602-496-0838.