

# ROOKIE driver



## New Driver & Coach Practice Guide

# W Welcome to Driving in Maryland

*Dear Coach and Rookie Driver:*

**For the Rookie Driver:** Congratulations. In getting your Learner's Instructional Permit, you have just completed the first step to get your Maryland Driver's License. To ensure that you are fully prepared to take on the responsibility of driving, Maryland has a three step graduated licensing system that includes a learner's instructional permit, a provisional license, and a driver's license.

This manual is designed to help you move from your learner's instructional permit to your provisional license. To help you and your driving coach move forward safely, there are several sections included in this manual:

- Tips on how to be an effective driving coach.
- A series of suggested routes and skills you and your coach need to master before you plan to take the skills test at the MVA.
- A coach-new driver agreement that you and your coach should complete before starting to drive.
- A log to track your hours of practice to make sure you reach the minimum of 60 hours required by law. If you are 25 years or older, you must practice a minimum of 14 hours.
- A certification page that you must bring to the MVA when you come to take your skills test. This page certifies that you have completed the required practice time.
- A chart with laws and regulations you must follow and your coach must enforce.

**A key part of the Maryland Graduated Licensing System and becoming a safe driver is practice driving.** You must practice with an experienced, licensed driver **over the age of 21 who has held a license for at least three years.** To complete the required practice hours, you and your coach should start right away. Plan to practice on a wide variety of roads in a wide variety of conditions. When it comes to driving and new drivers, practice does make safer, if not perfect.

**For the coach:** Even after your new driver obtains his/her provisional license, please remember that the decision to drive safely is one that all drivers in Maryland face daily. Do not forget to complete the **Rookie Driver - Coach Driving Agreement.** This agreement will help you and your new driver develop a contract to encourage safe driving throughout the dangerous first years of driving.

**The best coach is a good role model.** Responsible driving is one of the best things you can do to keep your new driver safe. We hope you will find this guide valuable.



**A log to record  
your practice  
driving under  
the required  
supervision of an  
experienced driver.**

**A** *Are you helping a Rookie Driver complete their required practice time? Then you are a coach, helping to guide and mentor a new driver through this experience. Here are some simple tips for you to make learning to drive a better experience for both you and your Rookie Driver.*

**Take learning to drive seriously but try to have fun.**

- Do research and get information to locate the best driving school for you and your new driver.
- Attend the Orientation session for Driver Education (Unit One) to show your new driver how important driver education is.
- Review and discuss what your new driver is learning in each class as they progress through the course.
- Schedule times and prepare routes before beginning to practice with your new driver.

**Know updated laws and processes.**

- Review the Maryland Driver’s Manual for more information about:
  - ◆ The latest laws regarding texting and cell phone use for both you and your new driver. (Section VI of the Maryland Driver Manual)
  - ◆ The latest laws about seatbelts. (Section X of the Maryland Driver Manual)
  - ◆ The latest laws about moving over for emergency vehicles
  - ◆ The latest laws about sharing the road.
- For more information and to obtain a copy of the Maryland Driver’s Manual, visit [www.mva.maryland.gov](http://www.mva.maryland.gov)

**Talk with your Rookie Driver.**

- Define what safe driving is for you and your new driver.
- Discuss what skills you and your new driver will be working on before you and your new driver start to drive.
- Make sure your instructions are simple and direct.
- Give feedback that focuses on improvement and how to learn from mistakes.
- Remain calm with your new driver at all times. Yelling doesn’t help.

**Set a good example with your safe driving.**

- Follow all traffic laws.
- Avoid distractions.
- Always wear your seat belt.

**What can I do if my Rookie Driver does not obey my rules or Maryland law?**

When your new driver received a learner’s permit or a provisional license, you were required to “co-sign.” This means you can withdraw consent and “cancel” the license. The new driver may not be able to obtain a new license until turning 18.

## How do I choose a driving school for my Rookie Driver?

- Make sure that the school is licensed by the Maryland Motor Vehicle Administration. Only licensed schools are able to certify the completion of the driver education program.
- A complete listing of driving schools in your area can be found at [www.mva.maryland.gov](http://www.mva.maryland.gov)
- Ask other parents about their experiences with driving schools.
- Check with several schools to see which ones have a convenient location and schedule for you and your new driver.
- Remember your new driver must attend 30 hours of classroom and 6 hours of behind-the-wheel training.
- Check with the driving school about their policies:
  - ◆ Ask about the Unit One: Orientation schedule for coaches and new drivers.
  - ◆ How much does driver education cost?
  - ◆ Is a payment plan available?
  - ◆ What is the refund policy if your new driver is unable to finish?



**You have just obtained your Learner’s Instructional Permit, the first step to becoming a fully licensed driver. There are several steps you must complete before moving to the next step.**

You must have a learner’s permit for the period of time specified in the chart below, based on age, to be eligible for a provisional license. If you are convicted or granted probation before judgment for any moving violation, your time will be restarted and extended to nine months. This chart outlines all of the requirements that must be met before taking the skills test for a provisional license.

Note:

- Supervising drivers must be at least twenty one (21) years of age and must have held a driver’s license for at least three (3) years.
- Nighttime practice hours are defined as ½ hour before sunset until ½ hour after sunrise.
- A practice driving skills log must be signed by an individual certifying the practice driving requirements were fulfilled. New drivers must also present the completed skills practice log and completed certification page along with their valid Maryland learner’s instructional permit.
- You must complete the Maryland Certified Driver Education Program, consisting of a minimum of thirty (30) hours classroom instruction and six (6) hours behind the wheel training.
- Your Maryland learner’s instructional permit is good for 2 years (24 months) from the date it is issued.

<b>Learner’s Permit Holders Requirements</b>				
<b>Age</b>	<b>Age 18 or under (without HS Diploma or its equivalent)</b>	<b>18 years old (with HS Diploma or its equivalent)</b>	<b>Ages 19-24</b>	<b>25 and older</b>
<b>Minimum holding period before provisional license can be issued</b>	9 months	3 months	3 months	45 days
<b>Minimum holding period before provisional can be issued, if individual was convicted of, or granted probation before judgement for, a moving violation</b>	9 months			
<b>Supervised practice driving hours</b>	60 hours of practice driver with supervising driver. 10 hours at night.* *Defined as ½ hour before sunset until ½ hour after sunrise.			14 hours of practice with supervising driver 3 hours at night*
<b>Maryland Certified Driver Education</b>	30 classroom hours and 6 hours behind the wheel.			



### What if I am 25 years of age or older ?

- You still need to complete a Maryland MVA approved driver education course.
- You still need a supervising driver or coach to help you practice.
- BUT... you only need 14 hours of supervised practice with a minimum of three practice hours at night.
- And you only need to wait 45 days before being allowed to take the skills test and receive a driver's license, if you do not receive any moving violation citations or PBJ (probation before judgment).
- If you do receive a moving violation citation or a PBJ, you will be required to hold the learner's instructional permit for **9 months before being allowed to take the tests to become a fully licensed driver.**
- If you are over 25 and have additional questions, please go to [www.mva.maryland.gov](http://www.mva.maryland.gov)

### Do I need a learner's permit to start practicing?

Before you start driving, you must have a learner's instructional permit. You must also have your learner's permit with you every time you drive, even in an empty parking lot.

### My family is going on vacation. What if I want to drive in another state?

You should check with the Motor Vehicle Administration in those states before driving there. A state may not accept a Maryland learner's permit, and you would not be able to drive there even if you are with a supervising driver over 21 with three years of driving experience.

### I just got my receipt from the MVA for my learner's permit. What if I want to start driving?

You can drive but you must keep your receipt with you when you drive.

### What if my learner's permit expires before I get my provisional license?

You will need to **RETAKE** the law test and get a new learner's permit before you will be allowed to take the driving skills test.

### Can I use parking assist, back up cameras and other technologies when I take my skills test?

You may use your backup camera and the vehicle's onboard radar system, but you may not use the parking assist feature.

**As a coach, make sure the Rookie Driver is comfortable before going on to the next set of skills in more challenging environments. More important than being able to complete a specific driving task, the Rookie Driver needs to be aware of his/her surroundings and drive safely. At the end of each lesson is a checklist to make sure the Rookie Driver is able to complete all the skills before progressing to the next lesson.**

This lesson should be completed in a driveway, parking lot, or a lightly traveled residential road. It would be best to complete this lesson with minimal distraction and few vehicles around.

### Pre-entry Check

- Have the driver check all around the vehicle for hazards such as:
  - ◆ Broken glass on or around the vehicle
  - ◆ Body damage to the vehicle
  - ◆ Condition of tires and lights
  - ◆ Fluid leaks under the vehicle
  - ◆ People or objects



Correct

### Getting Ready to Drive

- Be sure to help your new driver adjust seat, safety belts and mirrors appropriately.
- Be sure the new driver knows where all the controls are:
  - Headlights
  - Turn signal
  - Hazard lights
  - Horn
  - Heater, defroster and A/C
  - Parking brake
  - Windshield wipers
  - Door locks
  - Gear shift
  - Gas pedal/accelerator
  - Brake pedal
- Fasten seat belts securely.
- Turn off all electronic devices.

### Steering

- Have the new driver turn the wheel slightly to the right and to the left to develop a feel for how the vehicle will move when the wheel turns.
- Make sure the new driver is comfortable with the steering wheel before attempting the next two steps.

**DO** - click it every time you drive or ride, even on short trips.

**DO** - move closer to the buckle of your seat belt for a better fit and better angle across the shoulder.

**DO** - wear your lap belt low on your hips, under your stomach.

**DO** - click it right to prevent serious injury and to avoid a ticket.

### Who has to wear a safety belt in Maryland?

Everybody, no matter where they are seated in the vehicle and no matter what their age. Seatbelts are your best protection in a crash. You can be ticketed if everyone in the vehicle is not buckled up.



## Moving the vehicle

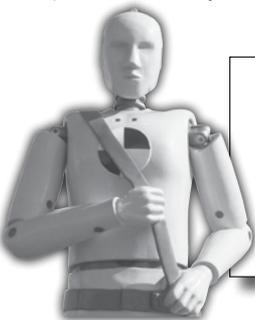
- Make sure the new driver knows where the brake and gas pedals are.
- Have the new driver start the vehicle, making sure the new driver's foot is on the brake.
- Have the new driver shift the vehicle into Drive and slowly release the brake.
- You may want to have the new driver engage the brake and the gas alternately several times to get the feel of accelerating and stopping the vehicle before moving onto actual driving.

## Turns

- Help your new driver practice each of the following steps:
  - ◆ Practice turning to both the right and the left before leaving the parking lot.
  - ◆ Check for approaching traffic in all directions. Remind the new driver to use the mirrors.
  - ◆ Signal intention to turn.
  - ◆ Turn the steering wheel smoothly.
  - ◆ Enter nearest lane for desired direction.
  - ◆ Accelerate smoothly.

## Backing

- Help your new driver practice each of the following steps:
  - ◆ Press on the brake, shift in to reverse.
  - ◆ Grasp the wheel at 12 o'clock.
  - ◆ Do a visual search around the vehicle to make sure the way is clear.
  - ◆ Do not start to back up until you are sure the space around your vehicle is clear of pedestrians, bicyclists, and vehicles.
  - ◆ Turn your body to the right, with your arm over the back of the seat.
  - ◆ Release the brake.
  - ◆ Do not accelerate using the gas pedal. Allow the vehicle to move at a slow walking pace, continuing to watch for pedestrians, bicyclists, other vehicles or animals.



### What is the correct hand position?

The best hand position on the steering wheel is to have your hands on the wheel in a balanced position so that you are in full control of the vehicle at all times. One of the preferred positions is left hand at 9:00 and the right hand at 3:00. Keeping your hands in this position allows you to maintain good steering control and minimize the risk of injury from the airbag in a crash.

STEERING POSITIONS



### Coach's Tip

While you and your new driver are driving, it is helpful to have the new driver describe what they are seeing, doing, and even thinking. This will help you, as a coach, correct mistakes before they happen.

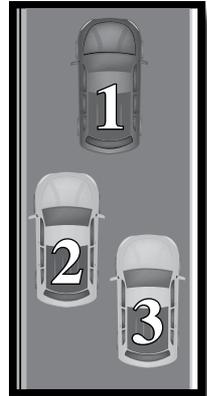
It is also helpful as an experienced driver to explain to your new driver what you are doing and why you are doing it when you drive.

## Common errors with backing up in a straight line

- Improper body position
- Moving too fast
- Failing to check to see what is behind you
- Failing to look behind you during the whole maneuver
- Using only (or mostly) the mirrors during the back up
- Not steering in the direction you are wanting to go

### Position within the lane

- Have your new driver practice driving in each lane position. (See illustration to right).
  - ◆ Center position (1) Most commonly used. Have the new driver maintain the vehicle in the center of the lane.
  - ◆ Left position (2) Vehicle is positioned to the left side of the lane but is still entirely within the lines. Best used when approaching a hill, curve, or driving next to parked cars.
  - ◆ Right position (3) Vehicle is positioned to the right, but still entirely within the lines. Used to prepare to make a right turn.



### Coach's Checklist

Before going on to the next set of skills:

- Does your new driver know where all the controls for the vehicle are?  Yes  No
- Does your new driver know how to complete a check around the vehicle before moving?  Yes  No
- Does your new driver know how to brake smoothly and come to a complete stop?  Yes  No
- Can your new driver back up using the correct procedure?  Yes  No

**If you don't answer yes to all of the questions,  
STOP and practice more.**

# B

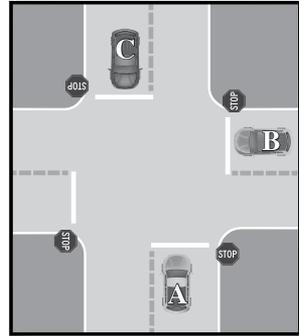
**Before starting, the coach should review where all the control devices are. The coach should also review backing, turning, and accelerating. The coach should also make sure the Rookie Driver completes a full pre-entry check before getting started. This lesson should be completed on a lightly traveled residential road to make sure the Rookie Driver is comfortable before going to busier roads.**

## Entering traffic from the side of the road

- Help your new driver practice each of the following steps:
  - ◆ Check to the rear, sides, and front of the vehicle.
  - ◆ Use your turn signal to indicate your intended direction.
  - ◆ Select a safe gap in traffic.
  - ◆ When clear, drive into the appropriate lane.
  - ◆ Turn your signal off.
  - ◆ Accelerate to appropriate speed.

## Intersections

- Help your new driver practice each of the following steps:
  - ◆ As you and your new driver approach an intersection, check for vehicles, pedestrians, signs, and traffic control devices.
  - ◆ Adjust speed to prepare to stop if necessary.
  - ◆ Tap the brake before coming to a complete stop to alert drivers behind the vehicle.
  - ◆ Bring the vehicle to a full and complete stop at all stop signs and red traffic lights.
  - ◆ If stopped at an intersection and the signal turns green, make sure that the intersection is clear before proceeding.

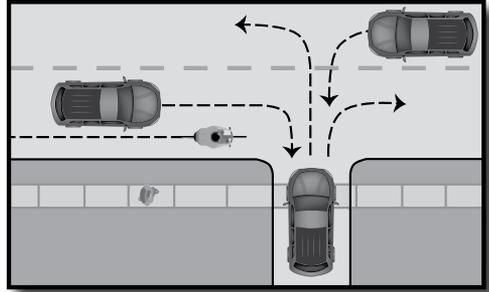


## What do you do when you see a school bus?

If there is no roadway divider between your vehicle and a school bus **AND** a school bus has its flashing red lights on and the stop sign up, you must **STOP AND WAIT** until the lights are turned off and the stop sign is down.

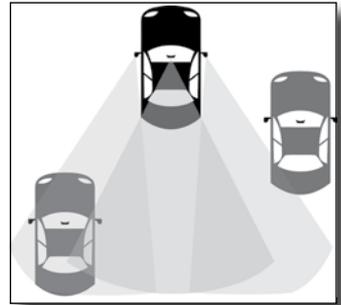
### Turning at an Intersection

- Check for vehicles, pedestrians, signs, and traffic control devices.
- Before turning the vehicle, turn your head to check your blind spots.
- Use turn signal at least 3-4 seconds in advance to indicate that you will be turning.
- Position your vehicle in the lane correctly.
- Adjust your speed as necessary and stop if required. (Remember you must stop completely before making a right turn on red.)
- Identify a safe gap.
- Check mirrors and look for any hazards.
- Steer into the proper lane.
- Adjust speed as necessary,



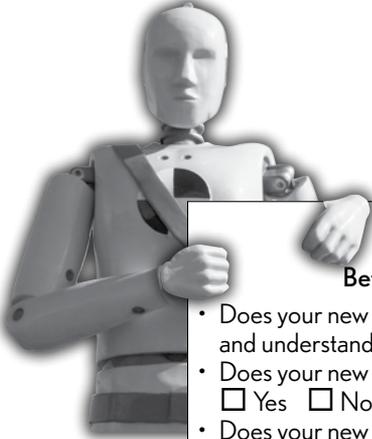
### Leaving Traffic

- Search ahead for a safe and legal place to park.
- Check mirrors.
- Turn your turn signal on.
- Slow the vehicle.
- Steer within 12 inches of the curb.



*The center car's driver sees the car to the left through his mirrors but cannot see the car to the right without turning to check his blind spot.*

*A driver should turn his/her head to the right and to the left to see blind spots before changing lanes.*



### Coach's Checklist

**Before going on to the next set of skills:**

- Does your new driver stop completely at red lights and stop signs and understand giving right of way?  Yes  No
- Does your new driver consistently signal before turning?  Yes  No
- Does your new driver complete a careful visual search before moving onto the road or through an intersection?  Yes  No
- Does your new driver enter and exit intersections safely and confidently?  Yes  No
- Does your new driver understand lane position and place the vehicle correctly in lane at all times?  Yes  No

**If you don't answer yes to all of the questions, STOP and practice more.**

# A

**After your Rookie Driver has practiced entering traffic and driving around the neighborhood several times to get the feel of accelerating, braking, using turn signals, and watching for all of the risks that are present in a neighborhood, you should plan to go out onto a larger road. The average speed on the road should be between 35-50 mph. You and your Rookie Driver should focus not only on practicing driving skills but also on looking ahead and watching for hazards on the road.**

## Changing Lanes

- Help your new driver practice each of the following steps:
  - ◆ Maintain proper space cushion.
  - ◆ Check traffic in all directions.
  - ◆ Select a safe gap.
  - ◆ Use turn signal to signal intentions.
  - ◆ Recheck in the direction of the lane change.
  - ◆ Adjust speed, and steer smoothly into lane.
  - ◆ Cancel turn signal once established in the lane.



### **Risk Is Everywhere!**

Risk is the constant danger that something unexpected will happen on the road. A child may run after a ball and into traffic. A driver in front of you may stop suddenly. Someone next to you may look down at a cellphone and swerve into your lane. Experienced drivers anticipate what can happen on the road and change their driving when they see dangerous situations developing. Because novice drivers frequently do not recognize risky situations, they are more likely to not react and get into crashes.

**Learning to recognize and manage risk is critical to safe driving.**

## Using Shared Left Turn Lane to Enter a Driveway or Parking Lot.

- Help your new driver practice each of the following steps:
  - ◆ Check traffic, signaling left turn.
  - ◆ Check for drivers entering from left and right sides of the road.
  - ◆ Signal for 3–4 seconds in advance of the move.
  - ◆ Adjust speed and move into shared turn lane no more than 2–3 seconds in advance of the turn.
  - ◆ Wait for a safe gap in oncoming traffic and complete turn.

## Using Shared Left Turn Lane to Enter Traffic

- Help your new driver practice each of the following steps:
  - ◆ Signal left turn, stop at edge of roadway.
  - ◆ Check for drivers on the opposite side of the roadway who are signaling left turn.
  - ◆ Check for safe gap to the left.
  - ◆ If traffic is clear in both directions, enter first through lane to left.
  - ◆ If gap is to the left but not to the right, move into shared turn lane.
  - ◆ Stop and turn on right signal.
  - ◆ Recheck oncoming traffic.
  - ◆ When traffic clears, accelerate and steer into nearest lane.

## Using Multiple Turn Lanes

- Help your new driver practice each of the following steps:
  - ◆ Adjust speed and position to minimize conflicts.
  - ◆ Identify the turn lane one or two blocks in advance.
  - ◆ Signal your intentions.
  - ◆ When safe, enter the appropriate lane.
  - ◆ Check the traffic control devices, the oncoming traffic, and the cross traffic.
  - ◆ When legal and safe, steer into the corresponding lane.
- Stay alert for pedestrians crossing the street and for oncoming vehicles.
- Remember, trucks and buses needed more room to turn.



### Move Over, Stop, or Slow Down?

**STOP!** For any school buses with their lights and signals on, if there is no divider between you and the school bus.

**MOVE OVER!** Move over into the next lane, if possible, for any emergency vehicle (police, fire, or ambulance), tow truck, or other service vehicle that is stopped at the edge of the roadway or shoulder.

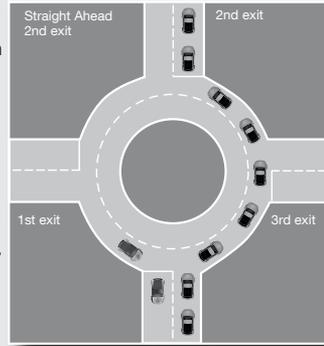
**SLOW DOWN!** If you cannot move over for a vehicle described in the previous paragraph, then you must slow down to an appropriate safe speed.

## What is a Roundabout?

A roundabout, which is sometimes called a traffic circle, allows vehicles to move more efficiently than a traffic light would.

What am I supposed to do when I get to one?

- Slow down.
- Obey all traffic signs and pavement markings.
- Yield to pedestrians and bicyclists when entering and exiting the roundabout.
- Yield to traffic on your left already in the roundabout.
- Keep your speed low.
- As you approach your exit, turn your right turn signal on.



## Driving with Bicycles

You are required to maintain a three foot space cushion between you and a bicyclist traveling on a Maryland road. While some Maryland roads do have special bicycle lanes, many do not. Help keep Maryland roads safe for everyone who uses them.



## Coach's Checklist

Before going on to the next set of skills:

- Does your new driver safely go through a complex intersection?  
 Yes  No
- Does your new driver properly use a shared left turn lane to both enter and exit traffic?  Yes  No
- Does your new driver change lanes safely?  Yes  No
- Does your new driver obey **ALL** traffic signs and signals?  
 Yes  No
- Does your new driver observe all posted speed limits when driving?  
 Yes  No
- Does your new driver feel comfortable driving on a large, busy road?  Yes  No

**If you don't answer yes to all of the questions,  
STOP and practice more.**

**S** Start practicing with your Rookie Driver on highways when the traffic is light and the weather conditions are good. A good time to practice is a weekend morning. Practice for several hours before trying to drive in heavy traffic or in bad weather. Be sure to discuss previous skills that you and your Rookie Driver have mastered before beginning expressway driving.

### Expressway Driving

- Help your new driver practice each of the following steps:
  - ◆ Identify the expressway entrance ramp.
  - ◆ Accelerate to highway speed and signal to indicate you are merging into traffic.
  - ◆ Select a safe gap and merge into the closest lane.
  - ◆ Select the proper driving lane.
  - ◆ Maintain a minimum of 3-4 seconds of following space.
  - ◆ Change lanes after signaling and checking the area around you using mirrors and performing head checks.
  - ◆ Identify exit in adequate time to change lanes safely.
  - ◆ Exit from expressway using turn signals head and mirror checks and the deceleration lane, if available.
  - ◆ Adjust speed after exiting expressway.

### High Speed, Multiple Lane Divided Highway with Cross Streets

- Help your new driver practice each of the following steps:
  - ◆ Before entering the highway from the cross street, stop completely unless entering on a green signal.
  - ◆ Use your turn signal to indicate in what direction you will be turning.
  - ◆ Carefully select a large gap in traffic. (Careful gap selection is critical.)
  - ◆ Accelerate into proper lane.
  - ◆ Maintain an adequate space cushion. (3-4 second minimum)
  - ◆ Change lanes only after completing head checks, mirror checks.
  - ◆ To exit highway, using appropriate turn signal and decelerate safely.

#### Looking Ahead or I.P.D.E.

**Identify** potential risks like oncoming vehicles, pedestrians obstacles, and/or intersections.

**Predict** when or where there may be a problem.

**Decide** on the best course of action.

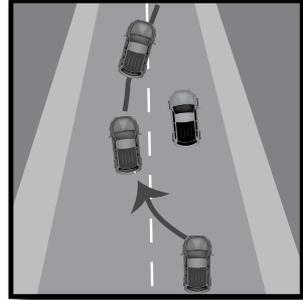
**Execute** that action.





## Passing Another Vehicle

- Help your new driver practice each of the following steps:
  - ◆ Maintain a proper interval between you and the vehicle to be passed.
  - ◆ Select an adequate gap in oncoming traffic.
  - ◆ Signal your intentions.
  - ◆ Check mirrors and complete head check before changing lanes.
  - ◆ Steer smoothly into the passing lane and accelerate.
- Even when passing, you are not allowed to exceed the posted speed limit.
  - ◆ When the entire front of the vehicle can be seen in your rear view mirror, signal and steer smoothly into the original lane.

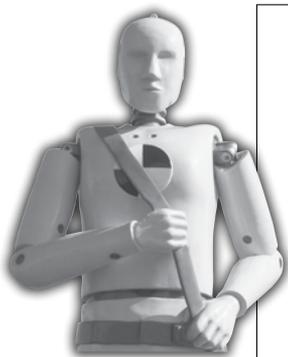


## Being Passed

- Help your new driver practice each of the following steps:
  - ◆ Maintain speed and lane position.
  - ◆ Check for oncoming traffic that may present a hazard to the passing vehicle.
  - ◆ Slow if necessary to allow the passing vehicle to reenter the lane.

### What is the proper following distance and how do I measure it?

The proper distance under ideal conditions is 3–4 seconds. To measure, start counting when the vehicle in front of you passes a stationary object such as a lamp post or a road marker. Stop counting when you reach the same marker. You should increase the distance in bad weather or at night.



## Coach's Checklist

Before going on to the next set of skills:

- Does your new driver enter and exit the highway safely using turn signals and checking the road for potential hazards?  Yes  No
- Does your new driver yield safely when entering the highway?  Yes  No
- Does your new driver maintain a safe distance from other drivers on the highway?  Yes  No
- Does your new driver maintain the appropriate speed on the highway?  Yes  No
- Does your new driver maintain focus while driving on the highway?  Yes  No

**If you don't answer yes to all of the questions, STOP and practice more.**

**After practicing with your Rookie Driver on a variety of roads, you should take him/her driving at night. It is a requirement of the Graduated Licensing System that you practice with your Rookie Driver for at least 10 hours at night. You may want to practice on a familiar neighborhood road and work up to busier and more challenging driving environments. Make sure your Rookie Driver follows these rules:**

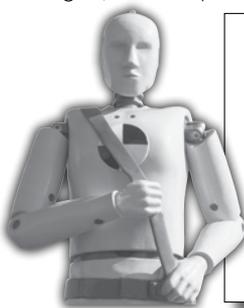
- Before you drive, check that all exterior lights work properly (front and rear lights, brake lights, turn signals, low and high beams).
- Make sure your windows and headlights are clean (inside and outside). Dirty windows can add to glare and impair vision, making it more difficult to see; dirty headlights can greatly reduce efficiency.
- Avoid using high beams when it is foggy, they will reduce your own ability to see and may temporarily blind other drivers.
- Avoid using high beams when you see the headlights of an oncoming vehicle.

**The Importance of Using Low Beam Headlights in Foggy Driving Conditions**

**Low Beam Headlights**  
Beam stays lower and more faint, minimizing the amount of light reflected off of the fog

**High Beam Headlights**  
Beam angled higher and brighter, increasing the amount of light reflected off of the fog and impairing visibility

- Adjust your rear-view mirror to avoid the reflection of other vehicles' headlights, most cars have 'day/night' rear-view mirrors that can be tilted easily to reduce the glare.
- Avoid using your vehicle's interior light while driving. If you need to check for something, safely pull over to the side of the road first.
- Keep your eyes moving. Watch for flashes of light - at the top of hills, at road bends and intersections - that may indicate the headlights of other cars.
- Increase your following distance to make sure you have time to adjust your speed or brake as needed.
- Night time driving requires lots of concentration, which can be tiring. To prevent fatigue, take frequent breaks to give your eyes and mind a rest.



**Coach's Checklist**

Please remember that you are required to practice at least 10 hours after dark with your new driver. Many teen crashes occur at night because new drivers fail to make necessary adjustments to their driving like slowing down or allowing for greater following distance.

- Does your new driver use high beams and low beams correctly when driving at night?  Yes  No
- Does your new driver adjust following distance and speed when driving at night?  Yes  No

**You may not get to practice all of these skills before your new driver obtains a provisional license. But Maryland weather can change frequently, and we experience a wide variety of weather conditions across the state. When these conditions occur, you should try and practice with your new driver and remind them of some fundamental rules.**

## Wet roads

- Turn on your headlights, even in light rain, to help you see, and be seen.
- Turn on your front and rear defoggers to keep your windows clear.
- It takes longer to stop on wet roadways, so increase your following distance and drive at a slower pace than you normally would.
- Brake earlier and less forcefully than you normally would. This increases the stopping distance between you and the car in front of you, and signals to the driver behind you that you're slowing down.
- Watch for pedestrians. People get distracted opening an umbrella or rushing to get out of the rain.
- If you can't see the road or the car in front of you, or you are feeling anxious, pull over to a safe spot.

## Hydroplaning

- Usually occurs as a result of water on the road that is deeper than the tire tread and excessive speed.
- Reduces friction between the tire and the road. It can result in a loss of control.
- To avoid hydroplaning, avoid deep puddles in the road.
- If you can't avoid the puddle, then slow down to minimize risk if you do lose control.

## Fog

- Slow down. You can't know where you are going if you can't see.
- Turn on low beams. High beams will reflect back and make it more difficult to see.
- If your vehicle has fog lights, you should use them.

## Snow

- Make sure your entire vehicle is free of snow and ice before driving.
- Steer smoothly, travel slowly, and brake gently.
- Stay alert. Stopping distances are 10 times greater on snow.
- Watch for icy conditions especially in shaded areas and on bridges and overpasses.



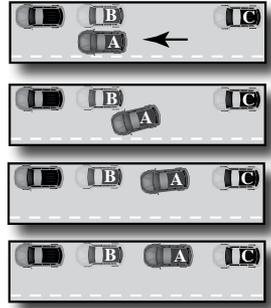
*Make sure your entire vehicle is free of snow and ice before driving.*

# P

**Parking is a challenging skill for any Rookie Driver. Make sure your Rookie Driver practices each of these steps carefully.**

## Entering a Parallel Parking Space

- Signal your intentions.
- Stop your vehicle parallel to the vehicle you are parking behind.
- Make sure your front seat is in line with the vehicle you are parking behind and that there is 2-3 feet between vehicles.
- With your foot on the brake, shift to "R" or reverse.
- Check traffic in all directions and yield to any pedestrians, bicyclists, or other vehicles.
- Back slowly and turn wheel sharply in appropriate direction.
- Continue backing until the driver is in line with the rear bumper of the vehicle you are parking behind.
- Look to the rear while backing slowly. Turn the steering wheel in the opposite direction and stop before touching the bumper of the vehicle to the rear.
- Shift to drive and adjust vehicle in parking space.
- Make sure your vehicle is no more than 12 inches from the curb.



## Exiting a Parallel Parking Space

- Check for traffic and signal your intentions.
- Press on the brake, shift to reverse, and back close to the vehicle behind your car without hitting its bumper.
- Shift to drive, and turn the steering wheel in the direction you want to travel and move forward carefully.
- Continue to check your front bumper so you do not hit the car parked in front of you.
- Steer into a safe gap in traffic.

## Entering an Angle Parking Space

- Identify space in which to park and signal intentions.
- Move slowly, turning into the space.
- Center the vehicle in the space.
- Move forward to the front of the parking space and secure the vehicle.

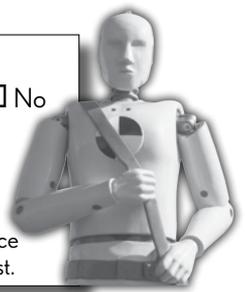
## Exiting an Angle Parking Space

- Check for traffic in all directions
- Carefully back up.
- Turn the steering wheel in direction you want to travel.
- When car clears parking area, stop and shift to drive.

### Coach's Checklist

- Can your new driver enter and exit an angled parking space?  Yes  No
- Does your new driver check mirrors and perform head checks before exiting a parking space?  Yes  No
- Can your new driver enter and exit a parallel parking space without hitting the curbs or any vehicle?  Yes  No

If your new driver cannot parallel park successfully, continue to practice with them. Parallel parking is a skill that is tested on the MVA Skills test.



# Bumps In The Road For The Rookie Driver

## What happens if you are pulled over by a police officer?

- Pull off to the side of the roadway as far away from traffic as possible.
- Turn off the engine, radio, and any other device.
- Stay in your vehicle and keep your seatbelt fastened.
- Keep your hands visible at all times, preferably on the steering wheel.
- If the officer issues you a citation, sign it and do not argue with the officer.
- Signing the citation is not an admission of guilt.

**“Effective October 1, 2016, all drivers are required to have in their possession, at all times while operating a motor vehicle, a valid insurance identification card. This card may be in electronic format and must be presented on request of a law enforcement officer. Failure to comply with this requirement may result in the imposition of fines.”**

## What happens when you get a citation?

- If you are convicted of a moving violation or given a Probation Before Judgement while you are still holding your provisional driver’s license, you will be required to restart your eighteen (18) month waiting period.
- Whether you are holding a learner’s permit or a provisional license, you



- will be required to attend the Driver Improvement Program. This program is designed to review the concepts taught in driver education and to review reasons why driving safely is important.
- Failing to attend Driver Improvement will result in suspension of your license.
- For additional information about citations and penalties while holding a provisional license, please go the <http://www.mva.maryland.gov>

### Why is this important?

Each year in Maryland, more than 60 people are killed and more than 7,800 people are injured in crashes involving young drivers. New Maryland drivers of all ages are much more likely to be involved in crashes than experienced drivers. New drivers are also more likely to receive a citation in their first year of driving. Studies show that parents can be a positive influence by being good drivers themselves, and by being actively engaged with their new drivers.

**You must always contact law enforcement if:**

- Someone has been injured in a crash.
- A vehicle cannot be moved.
- A driver appears to be under the influence.
- A driver does not have a license.
- A driver tries to leave the scene without giving proper information.
- Public property has been damaged.

**If you are in a crash where someone has been injured;**

- Immediately contact 911 and stay at the scene until help arrives.
- Do not move vehicles.

**If you are in a crash and no one is injured but you cannot move your vehicle,**

- Contact 911 and seek assistance.
- Move to a safe location away from traffic.
- Use emergency flashers or flares to warn other motorists.

**If you are in a crash and there are no injuries and your vehicle can move, move your vehicle out of the travel portion of the road and be sure to get all of the pertinent information:**

- Name
- Address
- Phone number(s)
- Insurance information
- Vehicle license plate number and make, model and year, if possible
- Name(s) and contact phone numbers and statements of any witnesses to the crash.

**If you strike and injure a domestic animal, you are required to notify law enforcement.**

**If you strike an unattended vehicle or property, you are required to**

- Attempt to find the owner of the vehicle or property and provide contact information
- Leave your contact information in a secure place if you are unable to locate and contact the vehicle or property owner. Notify your insurance company of the incident.



## Driving While Impaired by Drugs or Alcohol

- **Under 21:** zero tolerance for alcohol. That means you can receive a citation for consuming one drink and driving. You are not legally old enough to drink.
- **21 and over:** Driving with a .07 – .079 BAC (blood alcohol content) is called Driving While Impaired (DWI.)
- **21 and over:** Driving with a BAC (blood alcohol content) of .08 or above is considered Driving Under the Influence (DUI).
- Both DUI and DWI are extremely serious charges that may result in you losing your privilege to drive for an extended period.
- By signing and accepting your Learner's Instructional Permit, Provisional License or full Driver's License, you also agree to be tested for the presence of drugs and/or alcohol when requested by a law enforcement official. This is called Implied Consent. Refusing to comply may result in the loss of your driving privilege.
- DUI, DWI, and Refusal to Test cannot be expunged from your driving record.
- To learn more about Maryland impaired driving laws, go to [www.mva.maryland.gov](http://www.mva.maryland.gov)











## Certification for Rookie Drivers

I hereby certify that \_\_\_\_\_, who is under 25 years of age, has had a minimum of 60 hours behind-the-wheel practice, has demonstrated that they can safely operate a motor vehicle, and has been under the supervision of a valid license holder 21 years of age or older, who has been licensed for at least three years. The 60 hours includes 10 hours of nighttime driving and are in addition to the 6 hours of behind the wheel instruction received during the required driver education course.

OR

I hereby certify that \_\_\_\_\_, who is 25 years of age or older, has had a minimum of 14 hours behind the wheel driving practice, has demonstrated that they can safely operate a motor vehicle, and has been under the supervision of a valid license holder 21 years of age or older who has been licensed for at least three years, The 14 hours includes 3 hours of nighttime driving and are in addition to the 6 hours of behind the wheel instruction received during the required driver education course.

It is illegal for anyone to give false information for a driver's license. This certification is considered part of the license application, and anyone who certifies to a false statement may be prosecuted and/or have their license canceled. I certify, under penalty of perjury, that the statements made and the information submitted by me regarding this certification are true and correct.

\_\_\_\_\_  
Signature of parent, guardian, mentor, coach

\_\_\_\_\_  
Date

\_\_\_\_\_  
Driver's License Number

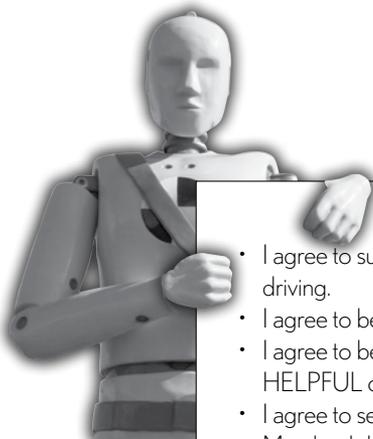
## Rookie Driver-Coach Agreement

This agreement gives you and your new driver an opportunity to set down some ground rules for both of you. These can be rules for your driver while learning to drive and can be updated after receiving a provisional license. The more involved you are as a coach, the safer your new driver will be.

### Rookie Driver:

- I can drive from \_\_\_\_\_ (times) to \_\_\_\_\_ (times) with \_\_\_\_\_ and \_\_\_\_\_ but may have no more than \_\_\_\_\_ passengers in the vehicle at any time.
- I may drive on the following roads:
- I will focus on driving when driving.
- I may not text at any time while driving or use a phone for any reason while driving.
- I will always wear my safety belt and make sure that all my passengers are also wearing their safety belts even if we are just driving around a parking lot.
- I will not drink alcohol and drive for any reason.
- I will not use any illegal drug and drive.
- I will obey the restrictions of my provisional license.
- If I violate these rules, I will face the following consequences.
  - First offense:
  - Second offense:
  - Third offense:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_



### *For the coach...*

- I agree to supervise the completion of 60 hours of supervised driving.
- I agree to be a model driver and follow all Maryland driving laws.
- I agree to be supportive and provide CONSTRUCTIVE, HELPFUL comments to my new driver.
- I agree to set limits to ensure safe driving and to enforce the Maryland driving law with my new driver.

Signed: \_\_\_\_\_ Date \_\_\_\_\_

	LEARNER'S PERMIT	PROVISIONAL LICENSE	DRIVER LICENSE
Minimum Age	15 years , 9 months	16 years, 6 months	18 years, 0 months
Cosigner?	Must have cosigner who can request MVA cancel permit for any reason.	If under 18, must have cosigner who can request MVA cancel license for any reason.	
Seat Belt Use	Driver and all passengers must wear seat belts or be in age appropriate car seats/boosters.	Driver and all passengers must wear seat belts or be in age appropriate car seats/boosters.	Driver and all passengers must wear seat belts or be in age appropriate car seats/boosters.
Cellphone use	No cell phone use except for emergency 911 calls.	No cell phone use under the age of 18 except for emergency 911 calls.	May use a hands free device if over 18.
Texting	No texting except for emergency 911 texts.	No texting except for emergency 911 texts.	No texting except for emergency 911 texts.
Nighttime Restrictions		If under 18, may not drive between 12:00 am and 5:00 am unless for school, sports, job, or volunteer work.	No restrictions.
Passenger Restrictions		If under 18, for first 151 days, may not carry passengers other than immediate family members.	No restrictions.
Alcohol Restrictions	Zero tolerance	Zero tolerance	Under 21, zero tolerance. 21 and over, .07 BAC is DWI, and .08 BAC and higher is DUI.
Consequences	<b>First Offense:</b> DIP Class <b>Second Offense:</b> 30 days of license suspension and 90 days of work/school restriction <b>Third Offense:</b> 180 days suspension or revocation & 180 days of work/restriction. Must attend Young Driver Improvement Program <b>Fourth Offense:</b> 180 day revocation	<b>First Offense:</b> DIP Class <b>Second Offense:</b> 30 days of license suspension and 90 days of work/school restriction <b>Third Offense:</b> 180 days suspension or revocation & 180 days of work/restriction. Must attend Young Driver Improvement Program <b>Fourth Offense:</b> 180 day revocation	<b>5 – 7 points:</b> DIP class <b>8 points:</b> Suspension of Driver's License with possible additional penalties <b>12 points:</b> Revocation of Driver's License with possible additional penalties

## Congratulations!

**For the new driver:** You have completed your required hours of practice time and driver education. You are ready to take your skills test. Remember to practice and stay calm on the day of the test. For more information about the driving test, please go to [mva.maryland.gov](http://mva.maryland.gov) and watch the brief video that describes the driving test.

**For the driving coach:** The Motor Vehicle Administration and all the drivers on Maryland roads thank you for helping your new driver learn to drive safely and legally. But we want to remind you that the first year of independent driving is the most hazardous for any new driver. Even careful, cautious new drivers can get into serious crashes. On average, more than 400 people are killed annually on Maryland roads.

Just because your new driver has passed the driving test and has obtained a provisional license doesn't mean that your job as coach is over. You should continue to monitor your new driver and follow the limitations set out in the Maryland Graduated Licensing System.

It is recommended that you continue to ride with your new driver from time to time to see how they are progressing and offer any comments or suggestions.

Hold your new driver to the contract you made in the Coach-New Driver Agreement. You may even want to update the agreement as your new driver gains experience and skill. Safe driving doesn't end when your new driver gets a provisional license; it is a commitment for life for both you and your new driver.



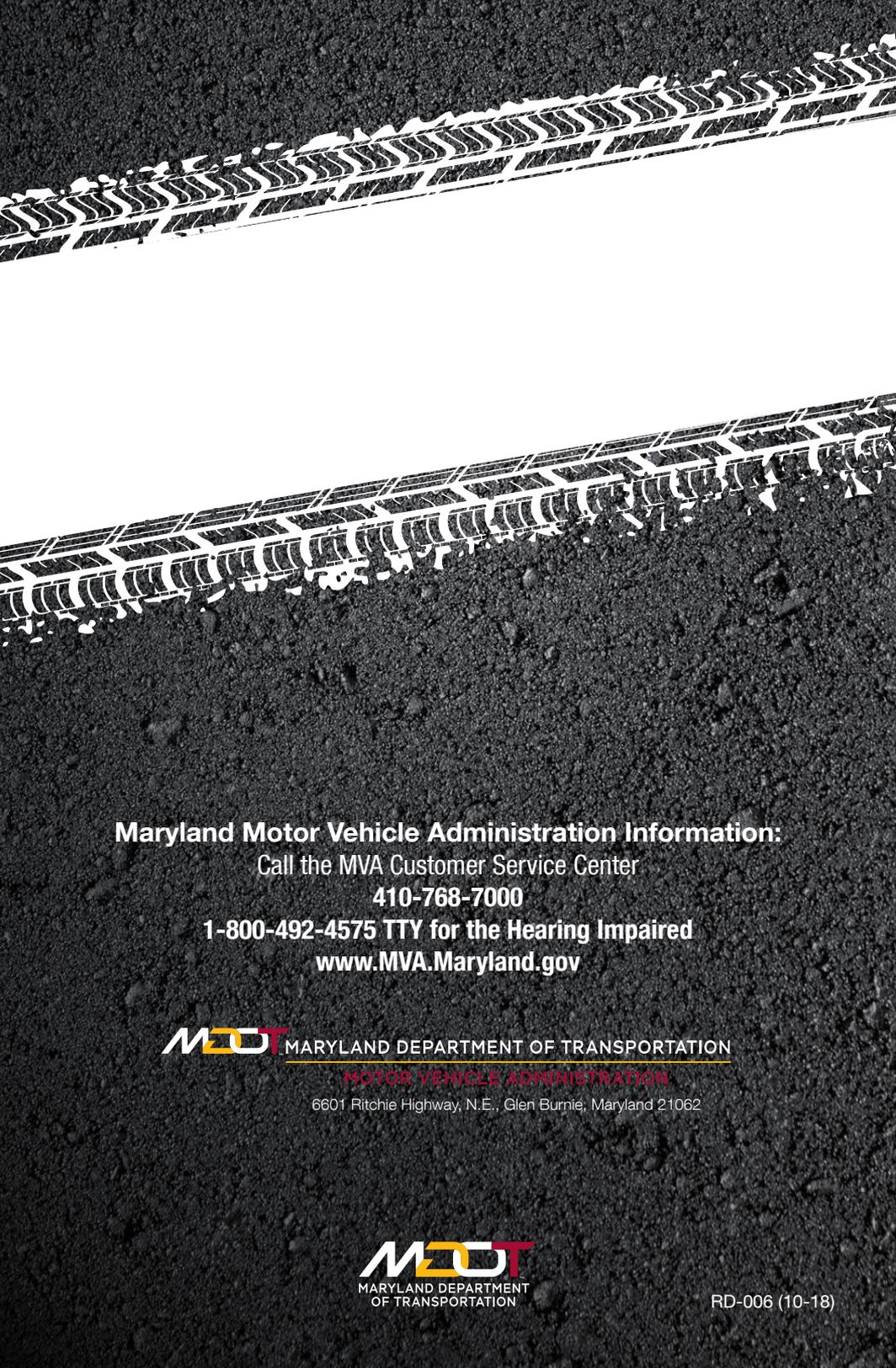
For more information about Maryland's campaign to reduce traffic fatalities, visit [www.towardzerodeathsmd.com](http://www.towardzerodeathsmd.com)



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[https://twitter.com/MD\\_MVA/](https://twitter.com/MD_MVA/)



**Maryland Motor Vehicle Administration Information:**

Call the MVA Customer Service Center

**410-768-7000**

**1-800-492-4575 TTY for the Hearing Impaired**

**[www.MVA.Maryland.gov](http://www.MVA.Maryland.gov)**

**MDOT** MARYLAND DEPARTMENT OF TRANSPORTATION  
**MOTOR VEHICLE ADMINISTRATION**

6601 Ritchie Highway, N.E., Glen Burnie, Maryland 21062

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MARYLAND DEPARTMENT  
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