MARYLAND DEPARTMENT OF TRANSPORTATION
MOTOR VEHICLE ADMINISTRATION

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

Student Request to Exceed 18-Week Completion Requirement

Instructions for Students: Driving schools must finish the "behind the wheel" portion of the driver's education program within 18 weeks of starting the program, but you can request more time if you need it. Please fill out this form if you need more time to finish the "behind the wheel" portion of the program.

By signing below, I agree that I need more than 18 weeks to finish the driver education program.

Name of Student (Printed) | Signature (Parent/Guardian if under 18) | Date

School Information

Name of School	School ID Number	Phone Number

Street Name	City	State	Zip Code

Name of School Representative (Printed) | Signature | Date

Student Contact Tracking

Schools must document below any attempts to contact students exceeding the 18-week program completion requirement that have failed to maintain contact with the school.

If communication is in writing, you must attach each communication to this form for reference/record keeping purposes.

Date	Time	Method of Contact (phone, email, etc)	Comments

This form must be kept with each students record for auditing purposes.

For more information, please call: **410-768-7000** (to speak with a customer service representative),
TTY for the hearing impaired: **1-800-492-4575**. Visit our website at: **www.MVA.Maryland.gov**