



STATE OF ALABAMA
DEPARTMENT OF EDUCATION



Eric G. Mackey, Ed.D.
State Superintendent of Education

August 26, 2020

MEMORANDUM

TO: City and County Superintendents

FROM: Eric G. Mackey *EGM*
State Superintendent of Education

SUBJECT: New Third-Party Testing Procedures

The Driver Education program underwent a major update in 2017. Driver Education teachers are now able to print certificates locally for students who successfully pass their driver license test in the Driver Education course. This will be completed with access to the Student Data Portal.

Please advise the person in charge of your Education Directory, that all of your Driver Education teachers who participate in the third-party testing program should be given permissions for this in AIM. **Their Ed-Dir position name will be "Student Data Pupil Transportation."** Only LEA personnel with this Ed-Dir position will be able to enter Driver License information and print certificates. Teachers previously given access to the system should still have the proper credentials. This should only require action if you have a Driver Education teacher that is new to your system in this 2020-2021 academic year.

The Driver Education teachers in your system have been sent instructions on the steps to enter student information. If you have any questions, please contact the Driver Education Section at 334-694-4845.

EGM/CC/FT

cc: Mr. Chad Carpenter

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