

Mike DeWine, Governor  
Dr. Stephanie K. Siddens, Interim Superintendent of Public Instruction

Welcome to the online curriculum of the Ohio Preservice School Bus Driver Training Course. This program covers the techniques and methods of operating a school bus that are requirements in Ohio's Pupil Transportation Operation and Safety rules. It is designed to ensure that participants understand the necessary theory to operate a school bus in the state of Ohio.

Upon successful completion of this online training course and an in-person final exam by the regional Preservice instructor (or designee), participants will have completed the classroom portion of the training.

On-bus instruction will be completed through the school district/employer. A valid Preservice certificate is required for any individual to legally operate a school bus with students on board in Ohio. The Preservice certificate will be issued when all requirements listed in the Pupil Transportation Operation and Safety rules (OAC 3301-83) are met.

**Registration Requirements:**

- The district or employer will register the driver for the online course through the regional preservice instructor's office. The driver's full legal name and email address are required for registration.
- Once the registration is processed, a Preservice book will be mailed to the employer for the driver to pick up.
- The driver will receive an email from Schoology with an access link to the course.
- After logging in to Schoology for the first time, drivers will have **30 days** to complete the course which includes the final in person exam.
  - Some modules will have mini quizzes the driver must complete to proceed with course.
  - Failing an **end-of-module quiz two times** requires the preservice instructor to reset the class. The class can be reset only once; after a second failed attempt, the online class is cancelled. There are **no refunds**. The driver will be required to attend an in-person preservice class for an additional class fee.
- After completing the course, the driver must contact the preservice instructor to schedule an in-person final exam.
  - The driver will have two attempts to pass the final in-person exam. Drivers who do not pass the final exam are required to attend an in-person preservice class at an additional fee.

**Please note: Regional preservice instructors reserve the right to conduct an in-person, pre-trip and driving skills evaluation of any participant who completes the online training.**