

PROVIDER NAME:	Premier Driving Academy	<b>DRIVING SKILLS REPORT CARD</b>
PROVIDER NUMBER:	P000599	
PROVIDER ADDRESS:	200 N. Groesbeck	
PROVIDER PHONE:	586 741-3748	

NAME OF STUDENT	ADDRESS	PHONE NUMBER

It is my recommendation that your teen, after completing at least 6 hours of behind-the-wheel instruction, has acquired the knowledge, skills, and attitude to operate a motor vehicle within the highway transportation system when accompanied by a licensed parent/guardian or adult age 21 or over.

The next step will be for you and your teen to visit the Secretary of State branch office and apply for the Level 1 License. It is important that parents/guardians provide at least 50 hours of the required supervised driving practice with their teen. To help give you the tools and guidance necessary to teach your teen, The Supervised Driving Guide (SOS-191) is available online at [www.Michigan.gov/TeenDriver](http://www.Michigan.gov/TeenDriver), or by request.

While many safe driving skills have been taught and practiced during the course, there has not been sufficient time for the student to become an accomplished driver. Please continue to practice all driving skills and maneuvers under your guidance to further develop their skills, decision making, and judgments.

**Please use S, NI, U, or X in the skills box next to the objective to give feedback to the parents/legal guardian**

**S** = Satisfactory at this time– student performed skill without verbal instructions or guidance from the instructor.

**NI** = Need to Improve – student performed skill with minimal verbal instructions or guidance from the instructor.

**U** = Unsatisfactory – Needed verbal cues or guidance from instructor to perform the skill correctly.

**X** = Did not perform skill during any of the 6 BTW driving lessons provided.

**Drive #1 Low Speed – Light Traffic – Parking Lot - Residential**

Skill	Objectives and Skills student has worked on	Skill	Objectives and Skills student has worked on
	a) Pre-entry and safety checks		h) Approach intersections
	b) Pre-drive and start procedures		i) Starting the engine
	c) Establish front bumper reference point		j) Establish rear bumper reference point
	d) Moving the vehicle forward		k) Moving the vehicle backward
	e) Operation of steering wheel: push pull and hand over hand		l) Securing vehicle procedures
	f) Operation of vehicle controls: gear shift, accelerator, brake, steering wheel, parking brake		
	g) Vehicle familiarization – identify communication, comfort, safety, convenient, and control devices		

**Drive #2 Moderate Speed – Light Traffic – Rural Roads**

Skill	Objectives and Skills student has worked on
	a) Establish reference points for lane positions 1 (center), 2 (left), 3 (right)
	b) Concentrate on path of travel on straight, curving, and hilly roads
	c) Enter a roadway from the curb or side of the road
	d) Establish reference points for turning, moving forward, and to the right and left sides of the vehicle
	e) Complete left and right turns at intersections
	f) Apply proper stop position in residential and rural area intersections
	g) Complete left and right lane changes – light traffic
	h) Determine minimum time and space gaps for maneuvers on two-lane and four-lane roads at speeds up to 45 mph – light traffic
	i) Demonstrate how to enter, exit, and cross traffic at controlled and uncontrolled intersections
	j) Park at a curb and park on a grade (uphill and downhill)
	k) Backing in a straight line

Skill	<b>Drive #3 Moderate Speed – Dense Traffic – Suburban/Urban Roads</b>	
	a) Approach and turn at multiple lane intersections	
	b) Determine minimum time and space gaps for maneuvers on two-lane and four-lane roads at speeds up to 45 mph – dense traffic	
	c) Concentrate on path of travel on straight, curving, and hilly suburban/urban streets	
	d) Complete left and right lane changes – dense traffic	
	e) Demonstrate how to enter, exit, and cross traffic at complex, controlled intersections	
	f) Establish reference points for turning while moving backward	
	g) Use space management principles PDA – Perceive, Decide, Act to reduce conflicts in moderate to dense traffic	
	h) Perpendicular parking – left and right, enter going forward and enter backing in, exit going forward and exit backing out	
	i) Backing to the left and right	j) Use a shared left turn lane to enter a driveway/street/parking lot
	k) Complete U-turn	l) Off-Road Recovery
	m) Approach and cross railroad crossings	
Skill	<b>Drive #4 Moderate Speed – Complex Traffic – Special Maneuvers</b>	
	a) Approach and maneuver through roundabouts	
	b) Approach and maneuver through a Michigan Left	
	c) Complete 3-Point turnabout on the street with a curb	
	d) Complete driveway turnabouts: left driving in and right backing in	
	e) Angle parking– left and right (establish front corner reference point)	
	f) Passing, lane position, following, and being followed on a two-lane road	
	g) Apply correct path of travel and right of way adjustments when interacting with a bike lane	
	h) Turning onto and from a one-way street – left and right	
	i) Respond to traffic control devices	
	j) Approaching and crossing rail grade crossings, RRX	
	k) Respond to motorized and non-roadway users	
	l) Assess and respond to visual, potential, and definite hazards	
	m) Managing distractions inside and outside the vehicle	
Skill	<b>Drive #5 High Speed – Moderate to Heavy Traffic – Freeway/Expressway</b>	
	a) Assessing freeway/expressway conditions	
	b) Complete lane changes at high speeds	
	c) Passing on a two-lane road – assessing time and gap needs	
	d) Being passed on a two-lane road	
	e) Passing on the right when legal	
	f) Being passed on the right (when turning left)	
	g) Turning onto and from a multi-lane divided highway - use median crossover	
	h) Merging onto, driving on, and exiting from a freeway/expressway	
	i) Identify and use freeway/expressway signage (route markers and mile markers)	
	j) Parallel parking	
<b>Instructor Comments (attach an additional page for further comments)</b>		

\_\_\_\_\_  
Driver Education Instructor Printed Name

\_\_\_\_\_  
Driver Education Instructor Signature

\_\_\_\_\_  
Date

<b>BEHIND THE WHEEL RECORDKEEPING FORM</b>		Revision 01/04/2022
Student Name:	Address:	Parent Phone #:

Date	Start Time	End Time	Hour		Provider Name:				
			BTW	Range					
					Program #:				
Drive 1	Developing Basic Driver Actions				Please Mark one of the boxes below:				
<b>Skills for Residential Driving</b>					S = Satisfactory at this time	S	N I	U	X
					NI = Need to Improve				
					U = Unsatisfactory				
					X = Did not perform skill during the drive				
a	Pre-entry & safety checks								
b	Pre-drive and start procedures								
c	Establish front bumper reference point								
d	Moving the vehicle forward								
e	Operation of steering wheel: push pull & hand over hand								
f	Operation of vehicle controls: gear shift, accelerator, brake, steering wheel, parking brake								
g	Vehicle familiarization – identify communication, comfort, safety, convenient, and control devices								
h	Approach intersections								
i	Establish rear bumper reference point								
j	Starting the engine								
k	Moving the vehicle backward								
l	Securing vehicle procedures								

**Additional Information:**


Date	Observation Environment (Road Conditions and Weather)	Student being Observed	Start	End

Instructor Name (Print):	Instructor Signature:	Student Initials:



<b>BEHIND THE WHEEL RECORDKEEPING FORM</b>		Revision 01/04/2022
Student Name:	Address:	Parent Phone #:

Date	Start Time	End Time	Hour		Provider Name:				
			BTW	Range					
					Program #:				
Drive 2	<b>Light Traffic Maneuvers</b>				Please Mark one of the boxes below:				
<b>Skills for Rural Driving</b>					S = Satisfactory at this time	S	N	U	X
					NI = Need to Improve				
					U = Unsatisfactory				
					X = Did not perform skill during the drive				
a	Establish reference points for lane positions 1 (center), 2 (left), 3 (right)								
b	Concentrate on path of travel on straight, curving, & hilly rural roads								
c	Enter a roadway from the curb or side of the road.								
d	Establish reference points for turning, moving forward, and to the right and left side of the vehicle.								
e	Complete left & right turns at intersections								
f	Apply proper stop position in residential and rural area intersections.								
g	Complete left and right lane changes – light traffic								
h	Determine minimum time & space gaps for maneuvers on two-lane and four-lane roads at speeds up to 45 mph – light traffic.								
i	Demonstrate how to enter, exit, & cross traffic at controlled and uncontrolled intersections								
j	Park at a curb and park on a grade (uphill and downhill)								
k	Backing in a straight line								

**Additional Information:**


Date	Observation Environment (Road Conditions and Weather)	Student being Observed	Start	End

Instructor Name (Print):	Instructor Signature:	Student Initials:

<b>BEHIND THE WHEEL RECORDKEEPING FORM</b>		Revision 01/04/2022
Student Name:	Address:	Parent Phone #:

Date	Start Time	End Time	Hour		Provider Name:				
			BTW	Range					
					Program #:				
Drive 3	<b>Dense Traffic Maneuvers</b>				Please Mark one of the boxes below:				
<b>Skills for Suburban Driving</b>					S = Satisfactory at this time	S	N I	U	X
					NI = Need to Improve				
					U = Unsatisfactory				
					X = Did not perform skill during the drive				
a	Approach and turn at multiple lane intersections								
b	Determine minimum time and space gaps for maneuvers on two-lane and four-lane roads at speeds up to 45 mph – dense traffic								
c	Concentrate on path of travel on straight, curving, and hilly suburban/urban streets								
d	Complete left and right lane changes – dense traffic								
e	Demonstrate how to enter, exit, and cross traffic at complex, controlled intersections								
f	Establish reference points for turning while moving backward								
g	Use space management principles PDA – Perceive, Decide, Act to reduce conflicts in moderate to dense traffic								
h	Perpendicular parking – left and right, enter going forward and enter backing in, exit going forward and exit backing out								
i	Backing to the left and right								
j	Use a shared left turn lane to enter a driveway/street/parking lot								
k	Complete U-turn								
l	Off-Road Recovery								
m	Approach and cross railroad crossings								

**Additional Information:**


Date	Observation Environment (Road Conditions and Weather)	Student being Observed	Start	End

Instructor Name (Print):	Instructor Signature:	Student Initials:



<b>BEHIND THE WHEEL RECORDKEEPING FORM</b>		Revision 01/04/2022
Student Name:	Address:	Parent Phone #:

Date	Start Time	End Time	Hour		Provider Name:							
			BTW	Range								
					Program #:							
Drive 4	<b>Complex Traffic Maneuvers</b>				<b>Please Mark one of the boxes below:</b>							
					S = Satisfactory at this time				S	N	U	X
					NI = Need to Improve							
					U = Unsatisfactory							
					X = Did not perform skill during the drive							
<b>Skills for Special Maneuvers</b>												
a	Approach and maneuver through roundabouts											
b	Approach and maneuver through a Michigan Left											
c	Complete 3-Point turnabout on the street with a curb											
d	Complete driveway turnabouts: left driving in and right backing in											
e	Angle parking- left and right (establish front corner reference point)											
f	Passing, lane position, following, and being followed on a two-lane road											
g	Apply correct path of travel and right of way adjustments when interacting with a bike lane											
h	Turning onto and from a one-way street - left and right											
i	Respond to traffic control devices											
j	Approaching and crossing rail grade crossings, RRX											
k	Respond to motorized and non-roadway users											
l	Assess and respond to visual, potential, and definite hazards											
m	Managing distractions inside and outside the vehicle											

**Additional Information:**


Date	Observation Environment (Road Conditions and Weather)	Student being Observed	Start	End

<b>Instructor Name (Print):</b>	<b>Instructor Signature:</b>	<b>Student Initials:</b>

<b>BEHIND THE WHEEL RECORDKEEPING FORM</b>		Revision 01/04/2022
Student Name:	Address:	Parent Phone #:

Date	Start Time	End Time	Hour		Provider Name:						
			BTW	Range							
					Program #:						
Drive 5	Moderate/Heavy Traffic Maneuvers				Please Mark one of the boxes below:						
					S = Satisfactory at this time				S	N I	U
Skills for Freeway/Expressway Driving				NI = Need to Improve							
				U = Unsatisfactory							
				X = Did not perform skill during the drive							
a	Assessing freeway/expressway conditions										
b	Complete lane changes at high speeds										
c	Passing on a two-lane road - assessing time and gap needs										
d	Being passed on a two-lane road										
e	Passing on the right when legal										
f	Being passed on the right (when turning left)										
g	Turning onto and from a multi-lane divided highway - use median crossover										
h	Merging onto, driving on, and exiting from a freeway/expressway										
i	Identify and use freeway/expressway signage (route markers and mile markers)										
j	Parallel parking										

**Additional Information:**


Date	Observation Environment (Road Conditions and Weather)	Student being Observed	Start	End

Instructor Name (Print):	Instructor Signature:	Student Initials:



