

Steps to Traffic Education Approval & Endorsement

The Traffic Education Endorsement is granted when a teacher has earned at least 20 credits (12 required, 8 elective) in Traffic Education and Safety from MSU-Northern. **A teacher can receive approval to teach state-approved traffic education in Montana if they have:**

1. a current and active Montana educator license,
2. an acceptable driving record and valid driver license, and
3. has earned at least 8 of the 12 required college credits in traffic education and safety toward a Traffic Education Endorsement from MSU-Northern.

A **TE05 Application for Approval as a Teacher of Traffic Education** must be submitted (electronically) to OPI the year the approval expires (usually the same year the educator's license needs to be renewed). At least 4 credits must be earned during each five-year renewal period. When 20 or more credits have been earned, the teacher will receive a Traffic Education Endorsement from OPI and no additional college credit is required for future approvals.

When traffic education instructors are first approved, their required credits to renew may be less than the 4 credits expected within the 5-year renewal period. Your first approval letter will tell you how many you need to earn.

With an endorsement, traffic education teachers still must reapply every 5 years and have an acceptable driving record to be approved to teach traffic education.

Educator licenses need to be renewed by June 30 in the renewal year. Traffic Education approval must be renewed by September 30.

See also: *FAQs about Teaching Traffic Education in Montana* at the Montana Office of Public Instruction Driver Education website: <http://opi.mt.gov/DriverEd>



(Updated November 10, 2022)

**8 Credits
Traffic
Education
course work =
INITIAL
APPROVAL**

**+ 4 Credits
Traffic Ed
course work =
APPROVAL**

Approval to teach traffic education must be renewed when you renew your Montana educator license, usually every five years.

**+ 4 Credits
Traffic Ed
course work =
APPROVAL**

How to earn required college credits?

- Complete an online or on-site traffic education course at MSU-Northern in Havre.
- Attend the spring Montana Traffic Education conference and write a paper.
- Participate in a MT DRIVE Workshop and stay an extra day to student teach.

**+ 4 = 20 Credits
Traffic Ed
course work =
ENDORSEMENT**

When 20 or more Traffic Education credits are completed for the Traffic Ed Endorsement:

Contact MSUN once you have completed your Traffic Education Endorsement.

Request an official transcript from the MSUN Registrar's Office to be sent to OPI Licensure.

The MSUN Certification Officer will complete the necessary paperwork and forward it to OPI Certification to add the Traffic Education Endorsement to your educator license.

Educator License	5 years	5 years	5 years +
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