



Application to Convert Out-of-State Driver Education Certificate

Registry of Motor Vehicles • Driver's Education Department
P.O. Box 55889 • Boston, MA 02205-5889

Complete this application to convert your out-of-state Driver's Education Certificate to a Massachusetts Driver's Education Certificate. If your state-issued Driver's Education Certificate indicates at least 30 hours of live classroom training, 12 hours behind-the-wheel training, and 6 hours of in-car observation, and a two-hour parent class, your application will be approved and a Massachusetts Driver's Education Certificate will be mailed to you within 10 days. If your application is not approved, the \$15.00 fee will be returned to you.

If your out-of-state certificate was not issued by a state agency, you must provide documentation on state letterhead from the appropriate agency indicating that a recognized driver education program issued the certificate and listing the minimum requirements for successful completion of that program.

Before completing this application, please see the instructions on the back.

Once you have received your Massachusetts Driver's Education Certificate and you have satisfied all other Junior Operator requirements (as outlined in the Massachusetts Driver's Manual), you can schedule a road test by calling the RMV's Contact Center at 857-368-8000 or by visiting www.mass.gov/rmv.

A. Applicant Information

Name			Phone Number		
Address					
Street Address		City		State	Zip Code
Massachusetts Learner's Permit or Driver's License #			Date of Birth (MM/DD/YYYY)		

B. Driving School Information

School Name			Phone Number		
Address					
Street Address		City		State	Zip Code
Date Course Was Completed (MM/DD/YYYY)					

Applicant's Signature: _____ Date: _____

For RMV Use Only	
RMV Clerk ID: _____	Issued By: _____
Date Issued: _____	Certificate #: _____

The chart below explains what you need to do to convert an out-of-state Driver's Education Certificate.
Please read these instructions before you complete the application.

If you have...	You need to...
No learner's permit	<ol style="list-style-type: none"> 1. Visit an RMV Service Center. 2. Provide required identification documents, pay the learner's permit fee, and get your photo image and signature captured. 3. Take and pass the knowledge test. 4. Complete and mail this application to the address on the front. Be sure to include a check or money order payable to MassDOT for the amount of \$15.00 and a copy of your out-of-state Driver's Education Certificate.
Out-of-state learner's permit	<ol style="list-style-type: none"> 1. Visit an RMV Service Center. 2. Provide required identification documents, pay the learner's permit conversion fee, and get your photo image and signature captured. 3. Complete and mail this application to the address on the front. Be sure to include a check or money order payable to MassDOT for the amount of \$15.00 and a copy of your out-of-state Driver's Education Certificate.
Out-of-state driver's license and you are UNDER 18	<ol style="list-style-type: none"> 1. Visit an RMV Service Center. 2. Provide required identification documents and get your photo image and signature captured. 3. Complete and mail this application to the address on the front. Be sure to include a check or money order payable to MassDOT for the amount of \$15.00 and a copy of your out-of-state Driver's Education Certificate. 4. When you receive your Driver's Education Certificate, return to an RMV Service Center. 5. Provide required identification documents and pay the driver's license conversion fee.
Out-of-state driver's license and you are OVER 18	<ol style="list-style-type: none"> 1. Visit an RMV Service Center. 2. Convert your driver's license by providing the required identification documents, paying the driver's license conversion fee, and getting your photo image and signature captured. 3. Complete and mail this application to the address on the front. Be sure to include a check or money order payable to MassDOT for the amount of \$15.00 and a copy of your out-of-state Driver's Education Certificate.

Visit www.mass.gov/rmv for a list of RMV Service Centers and identification requirements.

Please note that copies of documents will not be returned.