

DRIVING SAFETY COURSE INSTRUCTIONS

Please carefully read and follow the instructions contained in this document before proceeding further.

Your traffic ticket will be dismissed upon successful completion of a Driving Safety Course. You have **90 days** from the date of your online plea in which to provide the court with the required paperwork. **No additional time to complete the requirements will be granted by the Court.** If you have any questions about what is required of you, you may contact the court at (806) 378-3082. **If you fail to comply with the conditions set out below, then at the conclusion of the 90-day period you will be summoned to appear in court to show cause as to why you have not completed the Driving Safety Course requirements. Failure to comply with the conditions set out below will result in a conviction, and you will then be required to pay the applicable fine. Failure to pay the applicable fine will result in a warrant for your arrest.**

A Driving Safety Course may not be taken for dismissal of your ticket if at the time of the violation you did not have a valid Texas driver's license and valid proof of financial responsibility (insurance.) In addition, the following violations are not eligible for online dismissal by taking a Driving Safety Course:

- speeding 25 m.p.h. or more over the posted limit or in excess of 95 m.p.h.;
- offenses committed in a construction work maintenance zone when workers are present;
- passing a school bus;
- a violation under state law for leaving the scene of an accident;
- any traffic violation if you hold a Commercial Driver's License, or held one on the date of the violation.
- any traffic violation if you have taken a Driving Safety Course for dismissal of a moving violation within the twelve months before the date of the current violation.
- multiple moving violations from the same incident; only one violation may be dismissed.
- any traffic violation if you hold a Provisional Driver's license. You must appear in person and see a Judge to request the Driving Safety Course if you hold a Provisional Driver's License.

After you have entered your plea and paid online, you must do the following:

1. Obtain a Type 3A certified copy of your driving record. A fee of \$10 (money order or cashier's check) and the completed "APPLICATION FOR COPY OF DRIVING RECORD" must be sent to the Texas Department of Public Safety to obtain a copy of your driving record. You may also obtain your driving record online at www.texas.gov. The Court cannot dismiss your ticket without the Type 3A certified copy of your driving record. **NOTE:** The Court will not accept the Driving Safety Course if your driving record shows you have taken a course within the twelve (12) months before the date of the current violation.
2. Complete the Driving Safety Course, pass the test and obtain the Course Completion Certificate. Only courses approved by the Texas Department of Licensing & Regulation may be taken.
3. Fill out the Affidavit stating that you have not taken a Driving Safety Course for a moving violation within the twelve months before the date of the current violation, and have the Affidavit notarized.

You must provide the following FIVE (5) items to the Court within 90 days of entering your plea online in order to have your citation dismissed. Failure to return these items to the Court will result in a conviction.

1. Proof of Financial Responsibility (insurance) valid on the date and time of the violation.
2. A legible copy of your valid Texas driver's license.
3. The original Driving Safety Course Completion Certificate, Court copy (not the insurance copy). You must sign your certificate.
4. The certified copy of your Driving Record received from the Texas Department of Public Safety.

5. The notarized Affidavit stating you have not taken a Driving Safety Course for a moving violation within the twelve months before the date of the current offense.

You may either email these documents to citycourt@amarillo.gov, mail these items to: Municipal Court, P.O. Box 1366, Amarillo, Texas 79105, or bring them in person to the cashier window at the Municipal Court located at 201 S.E 4th Ave, Amarillo, Texas. Office hours are available on the website at amarillo.gov/court. There is a night deposit box for your convenience. The Court assumes no responsibility for delayed, lost, misdirected, incomplete, or postage-due mail.

DSC COURSE INFORMATION

It is your responsibility to make the necessary arrangements to enroll in and attend an approved Driving Safety Course. The City of Amarillo does not make any recommendations with regard to where you take the course as long as the course is approved by the Texas Department of Licensing and Regulation (TDLR). To assist you in making the necessary arrangements to take the course, we offer the following information on courses taught within the local area.

A. Classroom Courses

Amarillo College (Photo ID and court name as appears on citation required)

Go online or call for class information

www.actx.edu/intervention

806-371-5000

Comedy Defensive Driving School (Driver's License not required. No age limit)

806-359-3432 for class information and directions.

B. Internet Course with Electronic Court Filing

<https://comedydefensivedriving.com/>

www.comedydriving.com

<https://comedysafedriver.com/>

C. Standard Internet Courses

www.actx.edu/intervention

For a list of TDLR approved courses, go online to:

<https://tdlraproved.com/>

D. Texas Seat Belt Course

For a list of TDLR approved courses, go online to:

<https://tdlraproved.com/>

Texas Online Driving Record

www.texas.gov