



STATE OF MICHIGAN  
TERRI LYNN LAND, SECRETARY OF STATE  
DEPARTMENT OF STATE  
LANSING

MEMORANDUM

DATE: October 15, 2008  
TO: Teen Driver Education Providers  
FROM: Driver Programs Division, Driver Education Section  
SUBJECT: **Knowledge Testing and BTW Assessment**

TESTING

There appears to be some confusion regarding the requirements for the new Web-based testing system. Here are the specific guidelines that need to be followed for both Segment 1 and Segment 2 classes:

- You must print a minimum of two tests for each segment.
- Both tests (version A and version B) must be administered to each class. Tests can be used at multiple sites.
- Half of the students must be given version A; the other half version B.
- If a student fails the test, the first retake must be the other test. So, if a student fails version A, he/she must be given version B as a retake.
- If that student fails the first retake, he/she may take the test one more time, but the test may not be the original test. So, for the example above, the student could take version B again.
- The minimum passing score is 70% for both segments.
- Tests can be used no more than four months. The print date is recorded on the test. If it is more than four months old, you must destroy the old tests and print new tests to administer to classes.
- Test numbers must be recorded on the *Program Completion Data* forms. You must be using the DES-102 (revised 4-08). It is available on our Web site.

You may print more than two tests and offer multiple versions for the original and retakes. The only stipulation is that a student is not allowed to take the original test more than once.

Staff are monitoring providers' compliance with testing requirements. A Notice of Noncompliance will be issued if the above requirements are not met.

BTW ASSESSMENT

As outlined in the Driver Education Curriculum Guide, a behind-the-wheel in-traffic assessment of each student should be conducted at the end of Segment 1. The assessment should be conducted on a predetermined route that each student drives. A copy of the form used to record the assessment should be given to the parent or guardian.