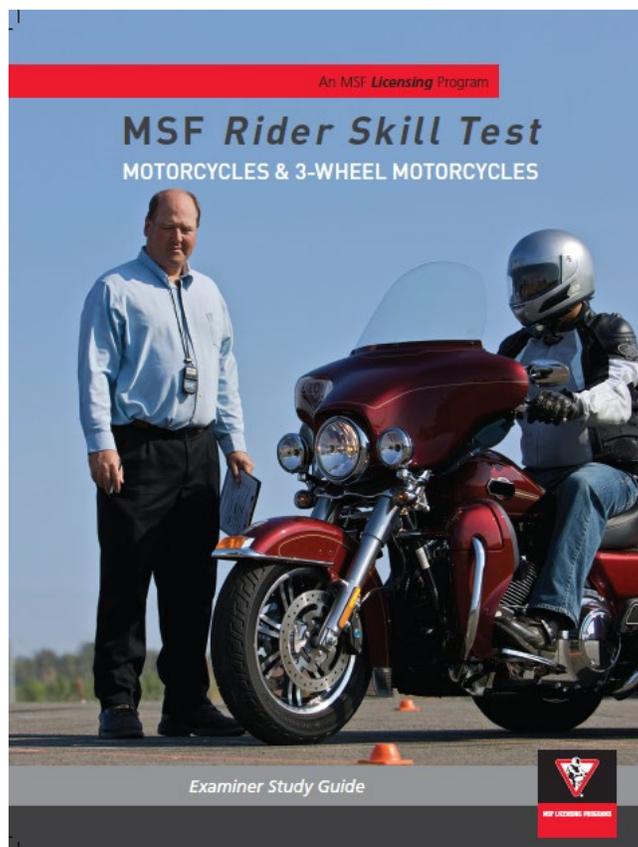


Introduction

Driver Testing Businesses are public and private entities (including individuals) authorized by the Michigan Department of State (MDOS) to provide automobile, motorcycle, and commercial driver license testing services on behalf of the Secretary of State. MDOS enters into a formal agreement with driver testing businesses, which in turn, hire and oversee examiners. Examiners are individuals who conduct driving skills tests under the control of an approved Driver Testing Business (DTB).

The [Motorcycle Safety Foundation \(MSF\)](#) Rider Skills Test (RST) Examiner Study Guide, 6th printing, July 2011 is copywritten by MSF. The MSF portion of the Michigan Motorcycle Examiner Manual Chapter B is distributed only to MDOS approved DTB RST examiners.

The MSF RST Examiner Study Guide that is distributed to DTB RST examiners is the property of the MDOS and must be surrendered upon leaving the DTB. DTBs must report loss or theft of this manual immediately to your MDOS analyst and the Driver Education and Testing Section (DETS) at 517-241-6850 or MDOS-drivertesting@Michigan.gov.



In 2007, in response to a study by the [National Highway Traffic Safety Administration \(NHTSA\)](#) finding that cycle fatalities had increased for ten years, MSF revised the cycle skills test to become the RST. The distribution and publishing of the MSF Examiner Study Guide, first included in Michigan Motorcycle Examiner Manual, Chapter B in 2011. The test course was improved to make it accessible for all types of manufactured motorcycles. Test speeds were reduced by half to bring more focus onto riding abilities. Two new maneuvers were added to address driving situations: the cone weave and quick stop.

The existing MDOS motorcycle examiners were retrained in early 2011, and MDOS rolled out the RST in October 2011 statewide. The current in-person RST examiner class is a two-day class (MSF manual, page 10) administered in Lansing by the Driver Education and Testing Section (DETS) staff.

In 2021, the DETS has introduced a self-paced training program taught on site by seasoned RST examiners at each DTB RST location. In conjunction with the use of online training and email correspondence with DETS to constantly monitor the new examiner candidate's progress. The training is conducted by each DTB and is required to be completed within six months to receive authorization; all scores must exceed 80%.

RST examiner candidates attending either the in-person or online examiner training courses must be actively employed and sponsored by an existing MDOS approved DTB.

The RST applicants are administered the skills test either using 2-Wheel or 3-Wheel motorcycles. The MSF RST was developed to assist examiners in conducting fair, accurate, and objective evaluations of the rider's performance for a Michigan licensing endorsement (MSF Examiner Study Guide, page 9). In Michigan, a 3-Wheel motorcycle may be semi enclosed, using a seat belt and steering wheel, and requiring a 2-Wheel license restriction. The RST is designed to use all types manufactured motorcycles complying with U.S. Department of Transportation (DOT) standards. An RST examiner may make a determine not to administer an RST if the vehicle that is not in compliance.

The Michigan Operator's License for automobile driving also includes the operation of autocycles. Recently the Polaris "Slingshot" was included in the definition of autocycles. If your DTB has questions or concerns about the test vehicle (aka motorcycle) please contact your assigned DETS analyst. The DTB is required to collect the test applicant and motorcycle information when scheduling the appointment. Questions that may arises about the motorcycle should be addressed at that time to avoid complications on the RST location later.

Test Overview

The RST examiner must be familiar with current technology devices to receive and send information. They will be required to use smart phones, computers, access the internet, send, and receive email messages, and use department webpage resources. They are to securely store test applicant information and communicate with their assigned analyst. They must be familiar with MDOS phone numbers and personnel that can facilitate testing and licensing.

The examiner should greet the applicant in a polite and professional manner. The applicant should then present the applicant with a copy of the DTB fee and refund policy. This must be done for every applicant. Even if fees were discussed over the telephone, the DTB is required to present a written copy of the DTB fee and refund policy to every applicant.

DTBs accomplish this requirement in a variety of ways. For example, you may have a copy of the policy laminated that is kept on your clipboard and you may present that to the applicant to read. Some DTBs have photocopies of the policy made that have applicant signature lines which are retained by the driver testing business. After informing the applicant of the DTB fee and refund policy the examiner should collect the test fee.

The test applicant should arrive with another licensed motorcycle rider. The test applicant may bring the motorcycle on a trailer. If the applicant arrives alone on their motorcycle, you should remind them that the motorcycle Temporary Instruction Permit (TIP) does not give them the authority to ride alone and they could get ticketed by the police. You can still administer the RST. The TIP allows the rider to have another cycle endorsement holder to ride on or next to the applicant on another bike or in a car.

If present, any passenger(s) must remain away from the vehicle and outside the 70' x 115' test course area (course buffer). An interpreter may assist the RST examiner with the instructions but should then step away during each exercise. Spectators including facilitators must keep off the test area

The Michigan motorcycle test is to be conducted in three phases. The first part is the document and motorcycle inspection. The second part is the performance test or actual skills test. Lastly is the summary and feedback.

All RST examiners are required to:

- Wear their MDOS issued examiner identification (ID) badge
- Have in their immediate possession the following testing documents:
 - Michigan Motorcycle Examiner Manual
 - [Standard Verbal Instructions 2 & 3 Wheel Motorcycle RST](#)
 - [Motorcycle RST – Automatic Failures List](#)
 - [Notice to Unsuccessful Motorcycle Test Applicants](#)
 - [2-Wheel Motorcycle RST Score Sheet](#)
 - [3-Wheel Motorcycle RST Score Sheet](#)
- Complete the Michigan RST 2-Wheel or 3-Wheel scoresheet when administering the RST
- Use of an actual hand-held conventional stopwatch
- Use of a clipboard when completing the RST scoresheet

Documents

Next, ask the applicant for their testing documents. The applicant must have valid testing document(s), insurance, and motorcycle registration. The examiner will then complete the top portion of the score sheet. Before beginning the skills test, the examiner will have the applicant sign the score sheet, and then issue the test applicant the financial receipt for the skills test.

DTBs may accept photocopies, scanned copies, or be presented with an electronic version on an electronic device the driver testing documents listed below from the driving skills test applicant:

- Motorcycle registration
- Certificate of insurance for the motorcycle

The Michigan RST applicant is required to have their motorcycle must be registered and plated as a cycle. Both the registration and insurance are required to be current and not expired. Other states have different rules, so the examiner is required only to inspect the out-of-state current plate and note it on the scoresheet. Mopeds are not permitted to be administered the RST.

No Mopeds. It has a MOPED sticker.

Yes, cycle plate from any state.



The original documents listed below must be presented to the RST Examiner by the driving skills test applicant. Both documents must be current and not expired, note you are eligible to accept on the date of expiration.

- Michigan Driver license with photograph identification (plastic) or Passport, State ID, or Student ID if Michigan driver license is not accessible
- Legacy or CARS generated Temporary Instruction Permit (paper)

The Temporary Instruction Permit (TIP) is issued for an Operator's License and allows a permit holder to practice driving when accompanied by a licensed, adult motorcycle endorsed rider. The Motorcycle TIP is issued by the MDOS branch office to a test applicant over the age of 18 years old. It is valid for 180 days from the date of issue. If the TIP expires on a weekend or holiday (when branch offices are closed) the examiner can accept it up to and including the next business day that the branches are open.

Michigan Temporary Motorcycle Permit

Driver's License Number: [REDACTED]
Driver's License Type: Motorcycle TIP
Endorsements: NONE
Restrictions: CO - Corrective Lens
Original Issue Date: 09-14-2021
Road Test Eligibility Date: 09-14-2021
Expiration Date: 03-13-2022

Date of Birth: [REDACTED]
Gender: [REDACTED]
Eye Color: Brown
Height: 5'03"

[REDACTED]
This permit must accompany a valid driver's license.
See address on driver's license.

I certify the above information is true and correct. I do not have any physical or mental disability which affects my ability to operate a motor vehicle safely nor have I experienced any loss or impairment of consciousness in the past six months (chauffeur 12 months). I understand my signature may be retained and used by programs administered by the Department of State.

NOTE: IT IS A CRIME TO MAKE A FALSE STATEMENT OR CONCEAL A MATERIAL FACT WHEN APPLYING FOR A DRIVER'S LICENSE.

09-14-2021 279 42KD9RMKTRK 16.00

Information Regarding Your Michigan Temporary Motorcycle Permit

This permit allows you to operate a motorcycle while under the constant visual supervision of a licensed Motorcycle Operator at least 18 years old. You must also have a valid Operator's or Chauffeur's License in your possession.

You cannot operate a motorcycle with a passenger or at night. You may only have two motorcycle Temporary Instruction Permits within a 10-year period. Persons 18 and over who fail the road skills test twice and everyone under the age of 18 must present a motorcycle safety course completion certificate.

To obtain your permanent motorcycle endorsement you must pass a road skills test administered by an approved examiner. A list of approved examiners is available at Michigan.gov/SOS. Once a passing skills test result is submitted by the Driver Testing Business a return visit to your local branch office may not be required.

Some Examples of RST Document Failures

- Missing or expired motorcycle TIP.
- Missing or expired Michigan driver license (cycle endorsement TIP is not valid without accompanying license).
- Missing or expired motorcycle license plate or registration.
- Missing or expired vehicle insurance for specific motorcycle.
- No rental agreement provided for a rental motorcycle.
- Missing permission letter for a motorcycle with a dealer plate.
- Vehicle presented for test is not a motorcycle, i.e., has a moped decal or meets the legal definition of a moped.

Inspection

In Michigan, all RST applicants are required to wear a helmet, no exceptions. The helmet must be nationally rated shown by an inspection sticker such as “DOT, SNELL, US, ANGI” and/or constructed with least 1” of rigid insulation lining the inside of the helmet with a firmly attached chin strap. Safety issues will end the RST and prohibit the examiner from administering the RST. After a rider has received their Michigan motorcycle endorsement, have two years riding experience, age 21-years or older, and they meet insurance requirements, then helmets are optional.

The purpose of the motorcycle inspection is to determine if the motorcycle is safe to operate. The examiner must conduct a complete motorcycle safety inspection before proceeding to the Rider Skills Test (RST). If the applicant cannot locate or operate one of the components, the examiner may help; however, such assistance must be noted in the comments section of the scoring form.

For purposes of the inspection, safety equipment is divided into two categories, mandatory and discretionary. Mandatory equipment appears in bold print while discretionary equipment appears in regular print. If any of the mandatory safety equipment is missing or inoperable, the test must be terminated, and reported as an equipment failure.

If discretionary safety equipment is missing or inoperable, the examiners must evaluate the rider or passenger safety, and then use their judgment to determine if the motorcycle is safe used for the RST. Examiners should document all missing or inoperable discretionary items in the comments section of the scoring sheet. Then advise the test applicant to have the item repaired after the test.

Continued the next page.

Examiners should have the test applicant pull the motorcycle up to the starting T on the test pad. The examiner should begin the safety inspection moving in a clockwise direction around the motorcycle. The motorcycle should have the items below and the mandatory equipment in bold text, if broke or missing, then the test is an Automatic Failure (AF).

- **Helmet***
- **Cycle license plate***
- Left rearview mirror
- Horn
- Tires (proper inflation, no cords showing,)
- Headlights
- **Handlebars no more than 30” high***
- Measure vertically over the lowest point of the unoccupied seat to a horizontal line extending from the grips. (Do not measure directly from the seat to the grips.)
- **Saddle permanently mounted (3W seat with seatbelt) ***
- Turn signals
- Taillights
- **Rear Brakes/brake lights***

During the safety inspection, the examiner also checks for obvious fluid leaks, damaged suspension, and exhaust system. If the motorcycle passes the inspection, the test applicant and the examiner may proceed to the skills test.

Rider Skills Test Administration

The [Standard Verbal Instructions \(SVI\)](#) were initially introduced by and provided by MSF in the MSF RST Examiner Study Guide. With MSF authorization, MDOS implemented additional standards. Do not read the SVI until the document and motorcycle inspection procedures have been completed.

The front page is exclusively for 2-Wheel motorcycles and the back side for 3-Wheel motorcycles. The SVI must be read word-for-word to each test applicant, every time, for every test administered. After each section is read out loud to the applicant, then the examiner is permitted paraphrase to ensure correct understanding. Lastly always then show the diagram and explain.

Once the initial instructions start, it is the official start of the test. In essence, if an applicant is walking the motorcycle to the first starting T on the test pad and it accidentally falls on its side, - no problem, the test has not started. However, once on the starting T, and the examiner begins to read if the applicant at any time, somehow loses control of the motorcycle and it falls, the test is over, and it is an Automatic Failure (AF). The examiner positioning is part of the reading of the SVI. See the RST Examiner Study Guide, pages 22-32 and 37-47 for proper use.

Each RST consists of four exercises – in order of difficulty. If the test applicant is not performing to the MSF standards and exceed the maximum passing score, the RST ends even if it is during the first exercise.

Michigan RST Scoresheet.

The RST 2W and 3W scoresheets are posted on the department webpage in a printable format. It is different for each because there are different exercises. Each scoresheet is listed and coincide with the SVI. The scoresheet was initially introduced by MSF and with their authorization MDOS applied additional Michigan standards to conform the vehicle code. MDOS requires the driver's license be applied correctly to all test documents. When completing the scoresheet often it is not written legibly, and other heading information is missing. DETS staff will contact the examiner to make the needed corrections. Extreme mistakes or issues of improper testing are violations of the DTB Agreement. Once the examiner begins to fill in a score sheet for the test, the scoresheet becomes state property and cannot be shared with the applicant. It must be added with other scoresheets, returned to MDOS as part of the monthly report submission.

2-Wheel RST Score Sheet

3-Wheel RST Score Sheet

Applicant Name		Org - Test Site #	Plate #	Clear Form	
Driver's License Number		Examiner #	Certificate #	Start Time	
RIDER SKILL TEST SCORE SHEET- 2 WHEEL MOTORCYCLE					
				Points Assessed	
EXERCISE 1	CONE WEAVE		CONE WEAVE		
	Tire skips or hits cones	3	5		
Foot down		3	5		
Remarks		Maximum 10 points		POINTS	
NORMAL STOP		NORMAL STOP			POINTS
Skid		3	**		
Stopped position		5			
Remarks		Maximum 8 points		POINTS	
TURN FROM A STOP		TURN FROM A STOP			POINTS
Path		3	5		
Foot down		1	**		
Remarks		Maximum 6 points		POINTS	
EXERCISE 2	U-TURN		U-TURN		
	Path	5			
Foot down		5			
Remarks		Maximum 10 points		POINTS	
QUICK STOP		TIME	RE-RIDE TIME	STOPPING DISTANCE	DISTANCE ALLOWED
Remarks		Maximum 10 points		POINTS	
OBSTACLE SWERVE		TIME	RE-RIDE TIME	***** 5	
Path		Speed Standard for Swerve is 0.72 - 1.15 Seconds			
Remarks		Maximum 5 points		POINTS	
ENGINE STALLING		ENGINE STALLING			POINTS
Stalling engine during any exercise		1	3	5	
Remarks		4 th occurrence, automatic failure		POINTS	
Timing/Distance Chart		TEST TERMINATION		TEST TOTAL	
Seconds	Maximum Stopping Distance	<input type="checkbox"/> Stalls engine four times <input type="checkbox"/> Falls or drops the motorcycle <input type="checkbox"/> Commits an unsafe act <input type="checkbox"/> Fails to understand or follow instructions <input type="checkbox"/> Point accumulation <input type="checkbox"/> Excessive time <input type="checkbox"/> Applicant stops test		<input type="checkbox"/> Documents <input type="checkbox"/> Equipment <input type="checkbox"/> Other:	
.72 - .75	20 Feet	Remarks		TOTAL POINTS	
.76 - .79	18 Feet			0 - 10 = PASSING	
.80 - .84	16 Feet				
.85 - .90	14 Feet				
.91 - .97	13 Feet				
.98 - 1.05	11 Feet				
1.06 - 1.14	9 Feet				
1.15	8 Feet				

06/19/2013

Applicant Name		Org - Test Site #	Plate #	Clear Form	
Driver's License Number		Examiner #	Certificate #	Start Time	
RIDER SKILL TEST SCORE SHEET- 3 WHEEL MOTORCYCLE					
				Points Assessed	
EXERCISE 1	LEFT TURN		LEFT TURN		
	Path	3		5	
Remarks		Maximum 5 points		POINTS	
NORMAL STOP		NORMAL STOP			POINTS
Skid		3	**		
Stopped Position		5			
Remarks		Maximum 8 points		POINTS	
EXERCISE 2	CONE WEAVE		CONE WEAVE		
	Tire skips or hits cones	3	5		
Remarks		Maximum 5 points		POINTS	
TURN FROM A STOP		TURN FROM A STOP			POINTS
Path		3	5		
Remarks		Maximum 5 points		POINTS	
EXERCISE 3	QUICK STOP		TIME	RE-RIDE TIME	STOPPING DISTANCE
	Remarks		Maximum 5 points		POINTS
EXERCISE 4	OBSTACLE SWERVE		TIME	RE-RIDE TIME	***** 5
	Path		Speed Standard for Swerve is 0.72 - 1.15 Seconds		
Remarks		Maximum 5 points		POINTS	
ENGINE STALLING		ENGINE STALLING			POINTS
Stalling engine during any exercise		1	3	5	
Remarks		4 th occurrence, automatic failure		POINTS	
Timing/Distance Chart		TEST TERMINATION		TEST TOTAL	
Seconds	Maximum Stopping Distance	<input type="checkbox"/> Stalls engine four times <input type="checkbox"/> Excessive tip or lost control of bike <input type="checkbox"/> Commits an unsafe act <input type="checkbox"/> Fails to understand or follow instructions <input type="checkbox"/> Point accumulation <input type="checkbox"/> Excessive time <input type="checkbox"/> Applicant stops test		<input type="checkbox"/> Documents <input type="checkbox"/> Equipment <input type="checkbox"/> Other:	
.72 - .75	20 Feet	Remarks		TOTAL POINTS	
.76 - .79	18 Feet			0 - 10 = PASSING	
.80 - .84	16 Feet				
.85 - .90	14 Feet				
.91 - .97	13 Feet				
.98 - 1.05	11 Feet				
1.06 - 1.14	9 Feet				
1.15	8 Feet				

06/19/2013

[Automatic Failure \(AF\) List](#) The AF List was initially introduced by MSF and with their authorization MDOS applied additional Michigan standards to conform the vehicle code. The front page lists the possible failure during all phases of the test. It must be referred to when making a failure assessment. The reason chosen must be written on the scoresheet in the certificate section. If it requires additional explanation, use the scoresheet comment section.

The examiner must provide an accurate summary but should not explain points. The examiner is required to provide the test applicant with the [Notice to Unsuccessful Motorcycle Test Applicants](#) to ensure the applicant knows they are only permitted two performance failures. In addition, the cycle applicant is allowed only two motorcycle Tips to be issued within a 10-year period. If the applicant fails twice, they will not be issued another motorcycle TIP and be required to attend the Basic Riders Course to obtain their endorsement.



STATE OF MICHIGAN
DEPARTMENT OF STATE
LANSING

INFORMATION FOR UNSUCCESSFUL MOTORCYCLE TEST APPLICANTS

You did not pass your motorcycle skills test. The Michigan Vehicle Code requires that any person who fails two motorcycle skills tests must successfully complete a motorcycle safety course and present proof of completion to a Secretary of State branch office before obtaining a motorcycle endorsement.

Information about motorcycle safety courses and a list of providers is available on the Secretary of State's website at Michigan.gov/Motorcycling.

The test applicant can choose to end the RST at any time from the moment the examiner begins reading the instructions to the moment the examiner begins providing an end of test summary. If the test applicant ends the test, it does not count as a failure on test applicant's record. The examiner is required to report the test result as incomplete.

If it is the first failure, the applicant must wait at least 24 hours before the next test attempt. The summary should include a reminder to review the [Michigan Motorcycle Operator Manual \(SOS-116\)](#). The applicant should practice thoroughly before attempting a second test.

RST 2-Wheel & 3-Wheel Graded Exercises

The MSF Examiner Study Guide attached explains in detail the RST 2W & 3W motorcycle skills test exercises for the Michigan driver's license endorsement, pages 22-35, 37-45, and MSF Study Guide Video, practice exercises. Important to each exercise, if the applicant loses control the cycle or at any time performs an illegal/unsafe act or does not follow the directions of the examiner, the examiner will discontinue the test declaring an AF. Occasionally, a 3-Wheel rider puts the cycle up on two wheels, that is an AF.

If four times throughout each of the four exercises, during each exercise, the applicant stalls the test cycle, the examiner will end the test as an AF.

The test applicant is allowed to remove their helmet when the examiner is reading instructions or speaking to the applicant-between exercises. Removing the helmet during an exercise is an AF.

Note throughout the exercises the proper positioning of the examiner. [American Association of Motor Vehicle Administrators \(AAMVA\)](#) studies determined the best positions for the best observations by the examiner to objectively score each maneuver. Also, in Michigan the license plate determines which way the rider must swerve their motorcycle. If the last digit of license plate numbers is an odd number, the rider must swerve left. If the number is even, swerve right. If there are only letters, add them up to get an odd or even number. Observation of MSF videos will demonstrate many situations with a variety of large and small cycles to show all manufactured cycles can maneuver this all-test exercises therefore measuring the rider's abilities.

Driving Skills Test Receipt & Test Summary

All motorcycle test results are required to be entered in the MDOS [Customer Automobile Records System \(CARS\)](#). RST examiners provide the test applicant the Driving Skills Test Receipt that is generated by CARS when scheduling the test applicant if they pass the RST. Each test applicant (pass/fail/incomplete) is required to be issued a financial receipt from the examiner and/or Driver Testing Business.

The Examiner must advise the rider of their score and briefly explain the assessment in total. It must be brief, per department standards and RST Examiner Study Guide, page 32. Do not be drawn into arguments over a single aspect of an exercise. The 2-Wheel motorcycle failures are recorded and tracked in CARS. The test applicants unable to meet MDOS/MSF standards will benefit from the MSF Basic Rider Course. Public and private instruction is available. The department webpage can assist the applicant in finding convenient instruction in their locality. Passing the RST represents the minimum novice skill level.

RST Basic Control Skills Course (BCS)

In 1997, MDOS adopted the MSF test, conforming it to the Michigan Vehicle Code. Therefore, the test site must meet those minimum standards. In preparation for each test, the examiner must ensure the painted BCS is clean and free of debris within the painted RST course. Cones must be positioned properly on the course for the first exercise. They can be moved for each exercise.

The RST is conducted in a parking lot on a flat, clean surface, clear of cracks, made of asphalt or concrete, and in an isolated location. There is never a test where the applicant is allowed to drive off the BCS course or onto a public thoroughfare. RST testing cannot be conducted during a rainstorm, when standing water is on the test course, if ice is present, or if MDOS personnel determine that the safety of the applicant or examiner is at risk.

The RST basic controls skills course must be constructed with safety in mind. See and use MSF Examiner Study Guide pages 12-20. Use it to lay out and paint a site. Use the diagram below to assist in refreshing the paint. The proper colors are red for the obstacle swerve, yellow for the u turn, and white for everything else. You can contact the DETS for a waiver to change colors for your situation. The area must be It requires a minimum of 6 cones and is painted as required. The test course must be free of debris and in good repair. MDOS expect annual refreshing of paint. It is remeasured when the department inspects the test site. The course must be accurately painted but any extra would be to the benefit to the applicant. Any shortage must be repainted.

