

ANNUAL DRIVER LICENSE AND RECORD UPDATE

Name (first/last): _____	Date: _____	
School (circle one): Amherst / Hampshire / Mount Holyoke / Smith / Five Colleges Inc.		
Department*:	Campus Address:	
*If you are a student, indicate what you would usually be driving for	Campus Phone #:	Home or Cell Phone #:
E-mail:	Date of Birth: ____/____/____	# years you have been driving _____
Driver's License: State: _____ # _____ Date Issued: _____ Expiry Date: ____ / ____ / ____ <i>If you have multiple licenses, you must list them all. Use additional page if necessary. Students must have been driving at least one year to qualify as a driver.</i>		
Have you had, in the past twelve (12) months, any license suspended or revoked or been refused a driver's license? If yes, please explain, including when and where:		
Number of accidents, tickets, or citations for moving violations in the past three years: _____ If any, please explain the nature of the violation(s) or accident(s) including when and where (<i>this includes accidents with College vehicles or on College property</i>) on a separate sheet.		
In the past three years have you paid a citation for, or been convicted of the following? Check all as applicable. <input type="checkbox"/> Yes <input type="checkbox"/> No Operating without a license? <input type="checkbox"/> Yes <input type="checkbox"/> No Reckless driving, or driving to endanger / Engaging in a speed contest? <input type="checkbox"/> Yes <input type="checkbox"/> No Hit & Run / Failure to stop at the scene of an accident you were involved in / Leaving the scene of an accident? <input type="checkbox"/> Yes <input type="checkbox"/> No Driving under the influence of alcohol or drugs? <input type="checkbox"/> Yes <input type="checkbox"/> No Vehicular homicide / assault with a vehicle / Use of vehicle in commission of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No School bus stopping / flag violations? If "yes" to any of these questions, please explain in detail including when and where on a separate sheet. If you have had any of these violations in the past 3 years (conviction or paid citation) you will not be eligible for driver credentialing.		
Type of Driver (circle one): Employee / Student / Alumni / Volunteer / Grad Student		
Have you successfully completed a Defensive Driver Training Course in the past five (5) years? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Have you ever been denied permission to drive a Five College vehicle or received a formal notice of concern or warning regarding your driving for or at Five Colleges, Inc.? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, please explain (<i>use separate sheet if necessary</i>):		
Driving Frequency – Please check one of the categories below to indicate how often you drive on Five College business, whether driving Five College owned or leased vehicles, rented vehicles or my personal vehicle: <input type="checkbox"/> My job is to drive vehicles carrying passengers or materials for Five Colleges, Inc. <input type="checkbox"/> Regularly – 3 or more times a week, <input type="checkbox"/> Frequently – once a month or more, up to twice a week <input type="checkbox"/> Occasionally – less than once a month or for an occasional short period, as at a conference		
By submitting my driver credentials to be entered on-line, I hereby certify that the information provided above, and as may be attached, is true. Providing false information may result in disciplinary action including termination. I agree to abide by all terms and conditions, rules and regulations as may be on the reverse of this application, and as may be provided to me by the College or Five Colleges, Inc. or any of their employees or representatives, whether in writing or verbally. I authorize my home institution and/or Five Colleges, Inc. or its representative or agent to request Motor Vehicle or Driving Records as needed for the license(s) listed above, without limitation.		
Signature _____		Date ____/____/____
This paper form is to be used only by persons who do not have access to a computer, who cannot use a computer, or who do not have a school address (e.g., name@smith.edu) for the institution under whose authority they are submitting their credentials. A System Manager will input the data indicated on behalf of the person submitting the paper form, and provide a copy of the <u>Driver Agreement</u> to the applicant. Once the data has been submitted this application is to be shredded.		