**1. Agency or Training School Name:       2. Class Number:**

**3. Student’s Printed Name:       4. Student’s Identification Number:**

**5. The Student is a: Basic Recruit Student (Incl. Cross-Over) [ ]  or Instructor Student [ ]  or** **Equivalency of Training (EOT) Student [ ]**

**6. Basic Recruit and EOT Student Performance Requirements and Basic Recruit Student Retest:**

* **Demonstration of Proficiency:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. A basic recruit or EOT student shall demonstrate the required Vehicle Operations Proficiency Skills with four out of five runs for each proficiency skill.
* **Written End-of-Course Examination:** A basic recruit student shall achieve a score of no less than 80% on the required written end-of-course examination.
* **Retest:** A basic recruit student shall be given the opportunity for one additional attempt at the required demonstration of each vehicle operations proficiency skill **or** one re-examination of the required written end-of-course examination for the Vehicle Operations Course, but not both.

A basic recruit student, who has failed to pass the required written end-of-course examination or the required demonstration of proficiency after a second attempt, shall be deemed to have failed the Vehicle Operations Course.

* **Remediation Plan(s) Attached: Yes** [ ]

If a basic recruit student was not successful in the first attempt to complete any of the required proficiency skills, attach a remediation plan. Student retesting shall be documented on this form. A basic recruit student is allowed only one remediation for each exercise.

**7. Instructor Student Performance Requirements:**

* **Demonstration of Proficiency:** Once evaluation on a proficiency skill has begun, no additional training, assistance, or practice is allowed on that proficiency skill. An instructor student shall demonstrate the required Vehicle Operations Proficiency Skills with four out of five runs for each proficiency skill. Instructor students are required to use lights and sirens when demonstrating nighttime proficiency skills. No retest is allowed.
* **Written End-of-Course Examination:** An instructor student shall achieve a minimum score of no less than 85% on the vehicle operations written end-of-course examination. No retest is allowed.

An instructor student who fails either the demonstration of proficiency or the written end-of-course examination shall be deemed to have failed the Vehicle Operations Instructor Course.

**8. Instructor-to-Vehicle Ratio:**

* One rangemaster shall supervise all range activity while training is actively engaged. The rangemaster shall be a Commission-certified Vehicle Operations Instructor and shall not be included as an instructor to comply with the instructor to vehicle ratio requirements. For instruction of the Law Enforcement Vehicle Operations Course or Vehicle Operations Instructor Course, there shall be at least one Commission-certified vehicle operations instructor for each vehicle actively engaged on a driving range.  Actively engaged is defined as “a vehicle that is at the point between the start and end of an exercise.” Returning from or being in route to a driving range or course shall not be considered as actively engaged.

**9. Vehicle Operations Demonstration: Pass [ ]  or Fail [ ]**

**10. Written End-of-Course Examination (Basic Recruit and Instructor Student Only):**

* **First Attempt: Pass [ ]** **or Fail [ ]  or N/A [ ]**
* **Retest (Basic Recruit Only): Pass [ ]  or Fail [ ]**

**11. Failure of Course:**

**[ ]  Basic Recruit Student.** The basic recruit student has failed the Law Enforcement Vehicle Operations Course.

**[ ]  Equivalency of Training Student.** The equivalency of training student has failed to demonstrate proficiency in Law Enforcement Vehicle Operations.

**[ ]  Instructor Student.** The instructor student has failed the Vehicle Operations Instructor Course.

**12. Student’s Signature:**  **13. Date:**

**14. Rangemaster’s Printed Name:**

**15. Agency Administrator, Training Center Director, or Designee’s Printed Name:**

**16. Agency Administrator, Training Center Director, or Designee’s Signature:**

**17. Date Evaluation Completed:**

**Student Name:       Student Identification Number:**

**Evaluation:** For each exercise listed, instructors shall print and initial their name by the proficiency skill(s) they evaluate. If the same instructor evaluates proficiency skills listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency skill, and then draw an arrow down through the subsequent proficiency skill. Comments may be used at any time, but are required for a failure. Additional space for comments is provided on page 5 of this form.

|  |  |  |  |
| --- | --- | --- | --- |
| **Figure 8** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Shuffle Steering |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Braking** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Hand Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Complete Stop |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Forward Serpentine** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Shuffle Steering |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Reverse Serpentine** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Body Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Vehicle Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |

**Student Name:       Student Identification Number:**

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| --- | --- | --- | --- |
| **Evasive Maneuver** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Entry Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Lane Change |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Complete Stop |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Cornering** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Entry Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Vehicle Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Shuffle Steering |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Acceleration |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Turn signal |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Nighttime Emergency Forward Serpentine** **With Lights (Required)** **and Siren (Optional)** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Shuffle Steering |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Nighttime Emergency Reverse Serpentine** **With Lights (Required)** **and Siren (Optional)** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Body Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Vehicle Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |

**Student Name:       Student Identification Number:**

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| --- | --- | --- | --- |
| **Nighttime Emergency Evasive** **With Lights (Required)** **and Siren (Optional)** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Entry Speed |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Braking |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Lane Change |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Complete Stop |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Intersection Backing** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Body Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Vehicle Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |
| **Tactical Backing** | **Date of First Attempt:** | **Date of Second Attempt:** | **Evaluation** |
| **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** | **Run 1** | **Run 2** | **Run 3** | **Run 4** | **Run 5** |
| **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** | **P** | **F** |
| Body Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  | **First Attempt Instructor’s** **Printed Name and Initials****Second Attempt Instructor’s** **Printed Name and Initials** |
| Vehicle Position |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Lane Change |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| Cone Avoidance |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| **Comments:** |

**Student Name:       Student Identification Number:**

**Practice Runs:** In the “Practice Runs Completed” column, enter the total number of practice runs completed for each exercise. For each required proficiency skill, the basic recruit student shall participate in a minimum of two practice runs and cannot exceed five practice runs. Practice runs are optional for EOT students.

For each proficiency listed, instructors shall print and initial their name by the practice runs they observe. If the same instructor observes practice runs for proficiency skills listed back-to-back on this form, the instructor is permitted to print and initial their name for the first proficiency skill, and then draw an arrow down through the subsequent proficiency skills.

**Practice Runs**

|  |  |  |
| --- | --- | --- |
| **Exercise** | **Practice Runs Completed** | **Instructor’s printed Name and Initials** |
| **Figure 8** |  |  |
| **Comments:** |
| **Braking** |  |  |
| **Comments:** |
| **Forward Serpentine** |  |  |
| **Comments:** |
| **Reverse Serpentine** |  |  |
| **Comments:** |
| **Evasive Maneuver** |  |  |
| **Comments:** |
| **Cornering** |  |  |
| **Comments:** |
| **Nighttime Emergency Forward Serpentine With Lights (Required)and Siren (Optional)** |  |  |
| **Comments:** |
| **Nighttime Emergency Reverse Serpentine With Lights (Required)and Siren (Optional)** |  |  |
| **Comments:** |
| **Nighttime Emergency Evasive With Lights (Required)and Siren (Optional)** |  |  |
| **Comments:** |
| **Intersection Backing** |  |  |
| **Comments:** |
| **Tactical Backing** |  |  |
| **Comments:** |

**Comments**: