

**[ LTO MEMORANDUM CIRCULAR NO. ACL-2010-1290, February 23, 2010 ]**

**MANDATORY SEMINAR BEFORE THE ISSUANCE OF STUDENT PERMIT**

Administrative Order No. 84 AO-DIR-002 defines Permit as a privilege or an authority given by the Bureau to a person who is *qualified to learn to operate a motor vehicle*. In the current licensing procedure for the issuance of a Student Permit (SP), the applicant's knowledge or skill on how to operate a motor vehicle is not a requirement. The required instruction to operate a motor vehicle, as well as the actual driving test as provided for under the Law is only undertaken at the time the SP holder applies for a new driver's license.

Henceforth, all applicants for Student Permit shall be required to attend a mandatory seminar/lecture on basic driving before granting them the permit to practice to learn to operate a motor vehicle in compliance to Sec. 4(d) of Republic Act 4136, otherwise known as the Land Transportation and Traffic Code.

**A. Objectives**

1. To ensure that the Student Permit holder has attended the mandatory lecture on basic driving, to include identification of/and appreciation of the value of traffic signs and signals; and awareness of licensing rules and regulations; and
2. To inculcate on SP holders who are prospective drivers the right attitudes and their social obligations and responsibilities in operating a motor vehicle.

**B. Venue**

LTO Licensing Centers, District and Extension Offices authorized to issue a Student Permit.

**C. Mode of Conducting Lecture/Seminar:**

1. Verbal Instructions with visual aides
2. Use of Audio Visual/TV/Power Point

**D. Student Permit Seminar Certificate (SPSC):**

1. A Student Permit Seminar Certificate shall be issued to an applicant upon completion of the one (1) hour seminar (sample copy attached\*);
2. The SPSC shall be signed by the Driving Skills Rater (DSR)/Lecturer and attested by the Head of Licensing Center/District or Extension Office;
3. The certified/authenticated copy of the SPSC shall be included in the documentary requirements in the application for Student Permit; and