

Driving Safety Course Check List

To be eligible to have a citation dismissed by a driving safety course:

- 1) Contact the court and request Driving Safety Course before due date.
- 2) You must have a valid Texas Driver's License.
- 3) Your Texas Driver's License cannot be a CDL.
- 4) You must have valid Liability Insurance.
- 5) You cannot have had a citation dismissed by taking a Driving Safety Course in the past 12 months.

You **MUST** complete all of the requirements below before your citation is dismissed.

- Sign the "Sworn Affidavit for Driving Safety Course".
- Have your signature notarized.
- Submit copy of liability insurance and valid Texas driver's license.
- Submit above forms to the court along with payment
- ALL court costs must be paid to this court on or before citation due date.
PLEASE CONTACT THE COURT FOR THE AMOUNT
- Obtain a **SPECIAL CERTIFIED COPY** of your driving record as maintained by the TDPS and send driving record to the court when received. Please go to www.texasonline.com. There is a \$12.00 fee payable with debit or credit card.
- Take the Driving Safety Course.
- You will receive a form from Austin titled "STATE OF TEXAS DRIVING SAFETY COURSE UNIFORM CERTIFICATE OF COMPLETION". Sign and return the copy that says "COURT" to **THIS** court within 90 days. If not received call (512)936-6777.

Both the **DRIVING RECORD** and **CERTIFICATE OF COMPLETION** must be in this office by the **90th day**.

FAILURE to comply with all the requirements listed above by the Driving Safety Course due date will result in:

- 1) Disposition of citation will be a **CONVICTION**;
- 2) Remaining fine, as well as a \$15.00 **TIME PAYMENT FEES** will be due immediately; or
- 3) **CAPIAS PRO FINE** warrant could be issued, which will result in your arrest.