TEXAS TECH UNIVERSITY SYSTEM
Risk Management™

Driver Approval Request

In order to drive TTUS owned, leased, loaned, or rented vehicles, **you must read the following information, sign the form, and attach a clear photocopy of your current, valid driver's license.** Return the information to your Department Contact Manager for approval submission. Please allow 12 to 14 working days for processing.

I am aware that consumer and driver license record checks may be obtained as part of TTUS evaluation of my job application or employment. The records may be procured by TTUS or its insurance company representative(s), and may include personal information obtained from the appropriate state driver licensing agency, and my driving record, to be used in an assessment of my qualification as an approved driver.

By signing this letter, I hereby provide my authorization for TTUS or their insurance company representative(s) to procure such information and reports, as well as additional reports about me from time-to-time as deemed appropriate, to evaluate my continued approved driver status.

Please select one

☐ New   ☐ Renewal

Type or legibly print on line. Form is invalid without signature and date.

_____   _____
Last, First, MI   Department

_____   _____
Driver's Email Address (TTU, TTUHSC, ASU)   eRaider or Tech ID

_____
Name as it appears on Driver License

Current Driver's License # _____ State _____ DOB: _____

Previous State Issued License # _____ State _____
(Submit surrendered license number if you have had your current license less than 2 years)

I will operate a 15-passenger van.   ☐
(15 passenger van safety training required).

I will operate a utility / golf cart.   ☐
(Additional training required)

Signature_____ Date_____
Must be signed by Driver Approval Applicant
Attach copy of Valid Driver's License

This form may be used in conjunction with the Texas Tech University System Vehicle Operator System to request approved driver status.

Attachment A
80.07

Last Revised 01/13/2016