



Today is Your Last Driving Lesson!

Checklist for Program Completion

Log on to the Student Portal to review your account: www.topdriversignals.com

- **Silver Students:** Ensure you have completed **all 6** required Driving Lessons and **all 6** required Observations
- **Gold/Platinum/Diamond Students:** Ensure you have completed **all 8** required Driving Lessons (*although you may be evaluated on Lesson 6, you are required to complete Lesson 7 and 8 to meet state requirements*)
- All students must have completed **30 hours of Classroom Instruction**. Do you have credit for all 30?
- Has Top Driver received your **Grade Verification Form**?
- Your account must show a **\$0.00 account balance**.
- Once Top Driver has documented that all Checklist requirements have been met we will submit a request to the Secretary of State to order your Certificate of Completion. Processing can take up to 15 business days from time of completion. You can see the order date in your Top Driver Signals account.
- After the Certificate of Completion request is sent to the Secretary of State you can check for status updates on their website:

<https://www.ilsos.gov/deccheck/>

If you have any questions regarding items on the Checklist please contact Customer Service at 800-374-8373 or via email at custserv@topdriver.com.

Congratulations and thank you for becoming a **Top Driver**! We are always happy to hear how we are doing and appreciate your comments on Google Business, Yelp and local online groups as well as directly to Customer Service.

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www.topdriver.com

We Teach Driver Intelligence™