



# Offsite Testing Program

Thank you for your interest in our offsite testing program. As a participant in the program you will have the opportunity to take your driving test at our location, in one of our vehicles.

You will be required to do the following:

1. Pre-register for the test you are interested in taking. If you have not done this, please visit our test registration page by visiting:  
[highridgedrivingschool.com/TestReg.html](http://highridgedrivingschool.com/TestReg.html)
2. Gather all the documentation that is required on the paperwork checklist (it is included with the document) and bring it to the proper paperwork turn-in day, or turn it in ahead of time. If you are unsure of the proper day visit:  
[highridgedrivingschool.com/off\\_site\\_testing.html](http://highridgedrivingschool.com/off_site_testing.html)

**Note on paperwork turn-in day you can come any time between 3pm & 5pm.**

**You can turn-in the paperwork ahead of time during our office hours  
(Monday-Friday 11:00a to 1:00p & 3:00p to 5:00p)**

3. Be sure you finish ALL required classes and driving hours prior to your test date.
4. Note that after completing your driving test at our location you will need to go to:

Go to the Norwalk DMV 48 hours after the test (if they are open) during one of the following times:

- Tuesday & Friday 8:00am to 3:30pm
- Thursday 8:00am to 5:00pm
- Saturday 8:00am to 11:00am

During the above times you may walk in to take your written final exam.

You have up to 60 days to go to the DMV, so if 48 hours after your test is not convenient, you may go another day. If more than 60 days pass from your driving test without you successfully passing the Final Exam, you will be required to re-take the driving portion of the test.



## Paperwork Checklist for Off-Sites

To be able to take your driver's test you must provide us with ALL of the following documents

### 1. R-229 – Green & White Form

Questions 1 through 16 must be completed along with:

- Signature of test taker in the proper place
- Signature, CT License # and expiration date of parent (home training instructor)
- You'll need your child's Social Security #

**This form can be completed on paperwork turn-in day or picked up and completed prior to paperwork day** \_\_\_\_\_

### 2. Parental Consent Form (2D) – must be properly completed

Can be filled out on paperwork turn-in day or picked up

And completed prior to paperwork day – **must be Notarized** \_\_\_\_\_

**If you attempt to complete either of these forms ahead of time you MUST visit: [HighRidgeDrivingSchool.com/off\\_site\\_testing.html](http://HighRidgeDrivingSchool.com/off_site_testing.html). We have these 2 documents for you to review along with instructions on how to properly fill out these forms. We will NOT be able to accept these documents if they are filled out incorrectly.**

### 3. Valid Permit – submit a copy of your picture permit on paperwork

Turn-in day and you **must bring your permit the day of the test** \_\_\_\_\_

### 4. CS1 – small yellow certificate shows completion of classroom work. HRDS full teen students are issued this after turning in their paperwork, all other students must provide this. \_\_\_\_\_

**If you have taken the test already you must also provide:**

**A \$40 check** made out to the DMV \_\_\_\_\_

**CS1** – it is given to you after your test. \_\_\_\_\_

**R-279** – This is a pink sheet that is given to you by the DMV inspector. \_\_\_\_\_



## Frequently Asked Questions

**What forms will I fill out on the paperwork turn-in day?** We will need the student and a parent to complete the R-229. And a parent will complete the parental consent form. The parent must bring their valid driver's license to the paperwork turn-in day.

**What is a CS-1 certificate?** A CS-1 certificate is a certificate a driving school issues a student upon completion of the course. Teenagers receive CS-1 certificates from HRDS for completing the entire course, drug & alcohol only or driving only.

**What time can I come on paperwork turn-in day?** You can come any time between 3:00pm & 5:00pm on your test's paperwork turn-in day. Or during normal business hours, Monday through Friday 11:00am to 1:00pm & 3:00pm to 5:00pm

**What if I've taken the test before?** If you have taken the test before please provide us with the pink test result sheet and you must submit all forms of ID again.

**Why is the deadline so early to get my paperwork?** The deadline is so early because we must submit information to the DMV weeks ahead of the test.

**How do I get my license after the test?** After successfully completing the test the applicant must go to the Norwalk, CT DMV branch to take their written final exam and to obtain their license (applicants must wait 48 hours after their test). Be sure to go to the branch during the proper times.

**Picture vs. Paper Permits?** After May 22, 2009 only 16 and 17 year olds with picture permits (not paper permits) can test at a driving school. This is a CT DMV rule.

