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Acknowledgements

The Maryland Motor Vehicle Administration (MVA) created the out-of-country drug and alcohol curriculum to support Maryland Vehicle Law TR §16:212.1 and to provide driver education for out-of-country driver license applicants in Maryland. The curriculum promotes safe driving, identifies and describes the dangers of impaired driving, and explains Maryland laws that address impaired driving.

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MVA Requirements

Exchanging an Out-of-Country License for a Maryland License, Please Bring:

*Proof of age/identity, lawful presence, verifiable social security number or proof of ineligibility, Maryland residence, Out-of-Country license(s), and the appropriate fee for each license for which you apply. Please refer to Sources of Proof for required documentation.*

- You must pass a vision test, knowledge test, and driving test.
- An Out-of-Country license may be valid or expired. The license cannot be suspended.
- If licensed for less than 18 months, you will be issued a Maryland Provisional License.
- If you have never been licensed in the U.S., you must complete a 3-Hour Drug & Alcohol Education Program (Safe & Sober: A Guide to Driving in Maryland.)
- A valid U.S. Department of Transportation (DOT) physical card or federal/MVA waiver (if applying for a Commercial Driver’s License) is needed.
- An Out-of-Country license may be required to be accompanied by an international driver's license or translated into English by an approved MVA translator.
- If you are from Out-of-Country, and have never held a license, you must obtain a learner's permit.

For more information visit http://www.mva.maryland.gov.
Sources of Proof

NEW Applicant Effective June 1, 2009
Effective June 1, 2009, a new applicant for a learner’s permit, license, moped operator’s permit or identification card must present (1) document to prove age and identity, (1) document to prove they possess a valid, verifiable Social Security Number (SSN) or proof of ineligibility for an SSN, (1) document to prove lawful status and (2) residency documents.

Applicant must bring original documents or copies certified by the issuing agency. If the Source Document presented does not include applicant's full name, an additional source document must be presented to reflect the applicant's full name. Photocopies, notarized copies, and documents with alterations or erasures will not be accepted. If any document is damaged, torn, overly worn, etc., the applicant may be required to obtain a replacement.

Minor applicants under 18 years of age must be accompanied by a parent or legal guardian and the parent or legal guardian must cosign the minor's application. The cosigner must provide acceptable proof of relationship to the minor. Acceptable source of proof of relationship can be a birth certificate or current tax return which shows dependency.

Source Documents for Age and Identity
- Original or certified copy of a birth certificate (birth registration notices are NOT acceptable) filed with a State Office of Vital Statistics (OVS) or equivalent agency in the applicant’s state of birth (U.S. or territorial)*; or
- Valid, unexpired U.S. passport*; or
- Consular Report of Birth Abroad (CRBA) issued by the U.S. Department of State (DOS), Form FS-240, DS-1350 or FS-545*; or
- Valid, unexpired Permanent Resident Card, Form I-551, issued by the U.S. DHS*; or
- Certificate of Naturalization, form N-550 or N-570 issued by the U.S. DHS*; or
- Certificate of Citizenship, Form N-560 or N-561 issued by the U.S. DHS*; or
- Unexpired employment authorization documents (EAD), Form I-776 or I-688B issued by the U.S. DHS*; or
- Unexpired foreign passport with a valid, unexpired U.S. visa affixed accompanied by the approved I-94 form documenting the applicant’s most recent admittance into the U.S*; or
- Unexpired employment authorization documents (EAD)*; or
- Any other documents designated acceptable by U.S. Department of Homeland Security and acceptable by the Administration.
*Also satisfies lawful presence requirements.

Documentation of a valid, verifiable SSN or proof of ineligibility
- Original Social Security (SS) Card; or
- W-2 form, not more than 18 months old; or
- SSA-1099 form, not more than 18 months old; or
- Non-SSA-1099 form, not more than 18 months old; or
- Pay stub bearing the applicant’s name and SSN, not more than 3 months old; or
- Documentation demonstrating non-work authorized status; or
- Other proof of ineligibility for an SSN acceptable by the Administration.
The name(s) on the actual Social Security Card or other acceptable document used to provide proof of a valid, verifiable SSN or proof of ineligibility MUST match the source document(s) used to provide proof of the applicants' Age and Identity and licensure if required.

(For information on how to apply for a social security number, please visit http://www.socialsecurity.gov/ssnumber/.

**Source Documents for Lawful Status**
If the identity document does not also satisfy proof of lawful presence, the applicant must present another document issued by the United States Department of Homeland Security or other federal agencies demonstrating lawful status and determined to be acceptable by the Administration.

**Individuals who have an expired visa may present another Department of Homeland Security (DHS) verifiable document in addition to the other required source documents.**

**Source Documents for Maryland Residency**
To establish residency, an applicant for a learner's permit, license, moped operator's permit or identification card, must present at least two of the following source documents. The documents may not be from the same business, company or agency. The address on the applicant's Maryland residency sources must match the address on the application. A post office box may be used only in conjunction with a resident's address if it is in the same zip code area. The use of a private mail drop is not permitted.

- Maryland vehicle registration card or title;
- Utility, telephone or cable/satellite TV bill;
- Checking or savings account statement;
- Life insurance card or policy (over 3 years old);
- Property tax bill or receipt;
- Mortgage account or proof of home ownership;
- Residential rental contract (apartment lease or other rental of real property);
- First class mail from a federal, state or local government agency (to include the contents and envelope); MVA mail is not acceptable;
- Copy of federal or MD income tax return filing not more than 18 months old, with proof of filing;
- Installment contract from a bank or other financial institution;
- Sales tax or business license;
- Major credit card bill;
- Residential service contract (refers to services performed at the address of residence; for example, cable or satellite television, TV repairs, lawn service or exterminator contract);
- Cancelled check with imprinted name and address;
- Voter registration card;
- Selective Service Card.

**NOTE:** The following is applicable if the applicant is:

- A dependent, the MVA may accept a certified statement of residency from the parent or guardian, signed in the presence of a MVA official. (Satisfactory proof of identity, Maryland residency, and relationship of the parent or guardian to the applicant is required.); or
MVA Requirements

- A married person, the MVA may accept a certified statement of residency from the applicant’s spouse, signed in the presence of an MVA official. (Satisfactory proof of identity, Maryland residency, and marital relationship is required.); or
- An inmate or former inmate, the MVA may accept, an Order of parole, Order of Mandatory release, or an address certification issued by the Administration and signed and dated by DPSC official, dated within 60 days of release; or
- Homeless or a resident of a nursing home, the MVA will accept certification from nursing homes and homeless service providers under certain conditions for proof of residence.

For more information visit http://www.mva.maryland.gov.
Proof of Lawful Presence

Maryland law has changed and now requires proof of legal presence in the United States before an individual can be granted a Maryland driver's license or identification card. This law, intended to increase the security of state issued forms of identification, took effect June 1, 2009. Proof of legal presence is a condition required by the federal REAL ID Act of 2005. Licenses and identification cards from states that are not in compliance will not be accepted by federal agencies for official purposes such as boarding airplanes and entering federal buildings.

The issue of legal presence is about the need to protect the integrity of Maryland's driver's licenses and identification cards against fraud and to stop the degradation of their value as necessary identity documents for Maryland citizens.

Effective June 1, 2009, all new applicants for a Maryland driver's license or identification card are required to provide a verifiable social security number (SSN) and demonstrate proof of lawful presence in the United States, in addition to the residency and identity requirements.

Sources of Proof information and the acceptable documents to provide your SSN include:

- Your social security card (not a copy, the actual card itself) OR:
- A current W-2 form
- A current SSA-1099 form
- A current non-SSA 1099 form
- A current pay stub with the applicant's name and social security number on it

In addition, to demonstrate lawful presence, the Maryland Motor Vehicle Administration (MVA) also will accept any of the following documents:

- A valid un-expired U.S. passport
- A certified copy of a birth certificate filed with a State Office of Vital Statistics or equivalent agency in the individuals state of birth
- A consular report of birth abroad (CRBA) issued by the U.S. Department of State, form FS-240, DL-1350 or FS-545
- A valid, un-expired permanent resident card (form I-551) issued by the DHS or INS
- A certificate of naturalization issued by the DHS, form N-550 or form N-570
- A certificate of citizenship, form N-560 or form N-561, issued by DHS
- An unexpired foreign passport with a valid unexpired U.S. visa affixed and an approved I-94 form documenting your most recent admittance into the U.S.
- Other documents may be added based on federal law

Under the provisions of the new law, those individuals that currently hold a valid Maryland driver's license or identification card but cannot provide proof that they are in the United States legally will be allowed to renew their license or identification card until June 30, 2015. After June 30, 2015, any renewal will require all individuals to provide proof of legal presence utilizing acceptable documents outlined above.

For more information visit http://www.mva.maryland.gov.
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Five Main Causes of Impaired Driving*

1. **Drugs**—These may be illegal or legal drugs, including prescription and over-the-counter medicines.

2. **Alcohol**—Your driving may become impaired from drinking as little as one alcoholic beverage and even if your BAC level is far below the legal limit in Maryland.

3. **Fatigue**—(sleepiness or drowsiness)—This may cause impairment that is similar to consuming alcohol or drugs.

4. **Emotions**—Strong, uncontrolled emotions cause you to lose concentration. Do not become distracted when you are driving. Keep your eyes on the road, your mind focused, and your hands on the steering wheel.

5. **Distraction**—Any non-driving activity that causes you to lose focus can lead to a car crash.

*Impaired driving means driving with a decrease in your judgment and/or physical ability.

Signs of Impaired Driving

- Driving too fast or too slow
- Passing improperly, swerving around traffic
- Failing to remain in center of lane
- Overshooting or disregarding traffic stops
- Taking too long to brake

Safe Driving Tips

1. If you consume alcoholic beverages in any quantity, DO NOT DRIVE.

2. Do not use illegal drugs.

3. If you are taking prescription or over-the-counter medications, carefully read the package insert or container. If there is a warning against driving or operating machinery, DO NOT DRIVE.

4. If you are tired or fatigued, stop and get rest. There is no substitute for adequate rest. There is no magic pill or beverage that will keep you awake, alert, and responsive. When you are tired or sleepy, DO NOT DRIVE.

5. Strong emotions can cause lapses in judgment and inability to concentrate. If your emotions are not under control, DO NOT DRIVE.

6. Do not become distracted when you are driving. Keep your eyes on the road, your mind focused, and your hands on the steering wheel.
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DWI (Driving While Impaired) - BAC of .07 to less than .08

DUI (Driving Under the Influence) - BAC of .08 or more

BAC (Breath/Blood Alcohol Concentration) - measures the amount of alcohol in your body

Possible Consequences of DWI and DUI

1) MVA Administrative Sanctions

<table>
<thead>
<tr>
<th>Sanction</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Confiscation of driver’s license</td>
<td>Fees for hearing requests and license reinstatement</td>
</tr>
<tr>
<td>Suspension of driver’s license</td>
<td>Extension of provisional period for provisional license holders</td>
</tr>
<tr>
<td>(45 days up to 2 years)</td>
<td></td>
</tr>
<tr>
<td>Revocation of driver’s license</td>
<td>Ignition interlock system installed in vehicle (up to 2 years)</td>
</tr>
<tr>
<td>(could be permanent)</td>
<td></td>
</tr>
<tr>
<td>Mandatory driver improvement classes</td>
<td>Seizure/impoundment of vehicle in cases involving illegal drugs</td>
</tr>
<tr>
<td>Mandatory alcohol &amp; drug education</td>
<td>Restrictions on driving AFTER the license is no longer suspended or revoked (could be for life)</td>
</tr>
<tr>
<td>Mandatory alcohol &amp; drug treatment</td>
<td></td>
</tr>
<tr>
<td>(inpatient may be required)</td>
<td></td>
</tr>
<tr>
<td>Alcohol abstinence requirements</td>
<td></td>
</tr>
</tbody>
</table>

2) Criminal Penalties

<table>
<thead>
<tr>
<th>Penalties</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arrest</td>
<td>Restitution</td>
</tr>
<tr>
<td>Jail time (up to 1 year for a first offense; up to 4 years for subsequent offenses)</td>
<td>Fines ($1000 for first offense; much higher for subsequent offenses)</td>
</tr>
<tr>
<td>Community Service</td>
<td>Random drug &amp; alcohol testing</td>
</tr>
<tr>
<td>Court-ordered alcohol/drug treatment</td>
<td>Harsher penalties for “aggravated DUI” (BAC of 15% or higher)</td>
</tr>
</tbody>
</table>
Module 2: Maryland Law

Possible Consequences of DWI and DUI (continued)

3) Other Consequences

<table>
<thead>
<tr>
<th>Police traffic stop</th>
<th>Towing and impound fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field sobriety tests</td>
<td>Injury to yourself and/or others</td>
</tr>
<tr>
<td>Loss of job/income</td>
<td>Death-others’ or your own</td>
</tr>
<tr>
<td>Attorney’s fees</td>
<td>Disapproval and anger from friends and family</td>
</tr>
<tr>
<td>Multiple court appearances</td>
<td>Lifelong guilt, shame, and remorse</td>
</tr>
<tr>
<td>Higher car insurance rates</td>
<td></td>
</tr>
</tbody>
</table>

Other Maryland Laws to remember:

- If you are under age 21, it is illegal to buy, have, or drink alcohol.
- It is illegal to have an open or unsealed container of alcohol inside the passenger area of any vehicle.
- Effective October 2009, it is illegal to text while driving a motor vehicle.
- Effective October 2010, it is illegal to use your hands when you talk on a cell phone while driving.
Important things to remember during a traffic stop:

1. You may be stopped by a marked police cruiser or an unmarked vehicle. Pull over as soon as it is safe to do so.

2. For your safety, do not get out of your vehicle unless the police officer tells you to exit.

3. The officer may talk to the driver from the side of the vehicle. This is for his or her protection. The officer may also approach on the right side or passenger side of the vehicle instead of the driver side.

4. Keep your hands on the steering wheel where the officer can see them. Tell the officer where you must get the documents he asks for.

5. Treat the officer with respect. It is fine to ask questions, but do not argue.

6. The officer will ask for your license and registration. Ask for permission if you need to move your hands to get the items the officer asks for.

7. An officer may give you a citation during a traffic stop. This is a paper document stating what motor vehicle law has been broken.

8. During a traffic stop, an officer may give you one of these *four paper documents:
   - Payable Citation
   - Must Appear Citation
   - Warning
   - SERO (vehicle repair order)
   - More information about these documents is provided on the next page.

9. Traffic stops are not exactly the same. They may differ depending on where you are stopped. For example, the officer may approach the right or left side of the vehicle. The officer may or may not ask you to sign a citation.
Payable Citation

- Sign if the officer asks you to.
- Follow instructions on citation to pay fine.
- You may go to court if you think you are not guilty.

This document is called a payable citation because you are asked to pay a fine. You must sign the document if the officer asks you to sign. Follow the instructions on the citation to pay the fine. You may go to court if you think you are not guilty. To do this, do not pay the fine, and wait for a court date to come in the mail.

"You have the right to stand trial to contest your guilt or you may request a hearing regarding the evidence and deposition. You may waive any trial or hearing and pay the fine shown."
Module 2: Maryland Law

Must Appear Citation

- "You must appear" is selected in Notice to Appear section.
- Always given for a DWI or DUI.
- You are not asked to pay a fine. You must appear in court instead.

This is a Must Appear Citation. For some violations, you will not be asked to pay a fine. You must appear in court instead. You will always be given a Must Appear Citation if you are stopped for Driving While Intoxicated, DWI, or Driving Under the Influence, DUI.

"You must appear for trial when notified by the court."
**Warning**

- No fines or court appearance required.
- Next occurrence could result in a citation.

For some violations, the officer may decide to give you a warning instead of a citation. You are not required to pay a fine or appear in court. If you are stopped for the same reason in the future, however, you may receive a citation.

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**Module 2: Maryland Law**

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<table>
<thead>
<tr>
<th>Violation</th>
<th>Description</th>
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<tbody>
<tr>
<td>20</td>
<td>A489820</td>
</tr>
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</table>

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**Warning**

- No fines or court appearance required.
- Next occurrence could result in a citation.

For some violations, the officer may decide to give you a warning instead of a citation. You are not required to pay a fine or appear in court. If you are stopped for the same reason in the future, however, you may receive a citation.

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**Module 2: Maryland Law**

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Have the vehicle repaired and inspected within 10 days.

- Follow all instructions on the SERO.

The officer may give you a Safety Equipment Repair Order or SERO. This is a written order to fix problems with your vehicle. You must have the vehicle repaired and inspected within 10 days. You must return the signed SERO to the Maryland State Police within 30 days. Carefully follow all instructions on the SERO.

*Being stopped for a safety violation could subject you to scrutiny for a DUI. Drivers are sometimes cited for DUI after being stopped for a safety violation.
Module 2: Maryland Law

Order of Suspension

- If you are stopped for DWI or DUI, the police officer will give you an Order of Suspension.
- Note that this suspension is an MVA sanction, not a criminal penalty like the citation.
- Your driver license will be suspended on the 46th day after the Order of Suspension was issued to you.
- The length of your suspension will depend on several factors including your BAC level and previous DWI or DUI convictions, if applicable.
- Notice that the officer will ask you to surrender your driver license, and the Order of Suspension will serve as your temporary license until the suspension occurs.

Hearing Request

- You have the right to request a hearing to challenge the suspension. (See “Hearing Request” on back of order of suspension.)

Conclusion

- Be sure to read through all the documentation that the officer gives you.

*Important note:* The suspension does not begin until the 46th day after of the Order of Suspension is issued. The suspension, will not begin, however, until your driver license is surrendered. If, for some reason, you do not surrender your license to the police officer when you are stopped, you must surrender the license to the MVA immediately. You will not be given credit for any time you have not driven since the offense if you have not already surrendered the license.
Along with the Order of Suspension, the officer will issue you an Advice of Rights that explains the suspension and your right to request an administrative hearing.

- This hearing doesn't take place in a courthouse, but another state agency building—or it could take place in an MVA branch.

- Remember—this hearing is about an MVA sanction, not a criminal/district court penalty.
Violation of Alcohol Restriction

- If a police officer stops you for impaired driving, and he or she determines that you have been consuming alcohol, you will be given this document, Certification of Police Officer Violation of Alcohol Restriction.
- It does not matter if your BAC is less the .07, the legal limit, because if you are under the age of 21, you should not be consuming alcohol at all.
- This document is related to an MVA sanction, not a criminal penalty.

*Drivers over 21 may also have alcohol restrictions on their licenses. Anyone with an alcohol restriction on his/her license will receive this document—the Certification of Police Officer Violation of Alcohol Restriction—if the police officer determines that the driver has violated this restriction (which means the driver had a BAC over .02.)
Safe Driving Commitment

I have completed the course, Safe and Sober: A Guide to Driving in Maryland. I pledge to be a safe and sober driver in Maryland by doing the following.

1. I will not drive after consuming alcoholic beverages. I will make arrangements for safe transportation whenever I do drink.

2. I will not drive after taking drugs that could impair my driving. I will carefully learn about possible side effects of any drugs or medicines I take.

3. I will not text while I am driving.

4. I will not use my hands to talk on a cell phone while driving.

5. I will not do any activity that could distract me while I am driving. I pledge to keep my eyes on the road, my mind focused, and my hands on the steering wheel at all times.

6. I will not drive when I am experiencing strong emotions because these may cause me to lose my concentration while driving. I will park my vehicle in a safe place until I am calm, or ask someone else to drive.

7. I will not drive when I am feeling fatigued, sleepy, or drowsy. I will park my vehicle in a safe place until I feel rested, or ask someone else to drive.

8. I will obey all traffic laws.

9. I will always wear my seat belt whenever I am in a motor vehicle—whether I am the driver or a passenger.

Signature ______________________________________

Date __________________________________________