

BILLING INVOICE**For School Bus Driver Training by Certified Delaware School Bus Driver Trainer**

Please complete this form giving the name of the new school bus driver applicant(s) trainee, their employer, and the dates of training. The training for each driver must be complete before they appear on a billing. The new Entry Level Driver Training Program (ELDT) effective February 2020 requires that the trainers certify the trainee is proficient in all elements of the Behind-the-Wheel Curriculum. Trainers who are District Employees will be paid through their District and Contractor trainers will be through their contractor. **Billing Invoice is by individual trainee and must be submitted to your district Transportation Supervisor upon completion of training.**

Name of Trainee:		
Trainee's Employer:		
Required Training Completed (To Receive "S" Endorsement)	Dates of Training	Amount Due to Trainer
Date(s) Entry Level Driver Training Behind-the-Wheel Showing Proficiency Enter Date Range (Section 1-3)		
Amount Owed to Trainer for Completing Requirements \$714.00		
Date(s) of Trainer Observing Trainee Driving With Children Aboard (Section 4)		
Amount Owed to Trainer for Completing (2) hours BTW \$51.00		
Required Training to (Re-certify/Certify drivers who have "S" Endorsement)	Dates of Training	Amount Due to Trainer
Date(s) of Trainer performing re-certification (Section 3 & 4) for inactive driver with "S" on license or an Out-of-State "S" Driver to be eligible to operate a school bus.		
Amount Owed to Trainer for Completing Re-Certification \$153.00		
TOTAL AMOUNT DUE \$		

Certified Trainer Name: (print):	
Certified Trainer Employer:	
Signature of Certified Driver Trainer:	
Date of Submission:	

Please return this form upon completion of training to your District Transportation Supervisor, who will sign and forward to DDOE.

DISTRICT TRANSPORTATION SUPERVISOR Signature
 Updated 7/1/2025

DATE