



Club Sports Van Driver Certification

Drivers for BU Club Sports must be sophomore standing or above and not have any major driving infractions on their motor vehicle record (i.e. DUI/DWI, reckless driving, excessive speeding tickets). To become a new certified driver for your team, please follow the instructions below.

There are three requirements you must complete to obtain privileges to drive a club sports van. They are described below. If you have any questions please email Jason Ryan at jvryan@bu.edu.

Step 1: Complete Online Training (must be completed **once** in your time at BU)

- By filling out [this google doc](#), you are submitting information to be entered into the Holman Insights Portal. This is a third party software that BU uses to complete online training and process Motor Vehicle Record reports.
- Upon completion of the google doc, the club sports staff must manually enter your information into the system.
- Once your information is entered into the system, you will receive an email from Holman with information on how to complete the training. The training takes 20-30 minutes and has a quiz at the end. You must get a 100% on the quiz to pass.

Step 2: Have a satisfactory Motor Vehicle Report (must be completed **once** in your time at BU)

- When you enter your information in the above google doc, you are consenting to the University running your Motor Vehicle Report. If you have any major driving infractions (DUI/DWI, reckless driving, excessive speeding tickets, more than 2 speeding tickets), you will not be permitted to drive a club sports van.

Step 3: Attend a virtual classroom session training with the club sports staff (must be completed **every year**)

- Virtual classroom sessions last 20-30 minutes and cover important logistical information on BU van policy and safety reminders.
- Each semester the club sports staff hosts 5-7 of these trainings. Given the nature of the information in these classrooms sessions, we do not allow people that are late to enter into the zoom. These dates can be found on the Club Sports Website in the Operational Manual.

You must complete all three steps prior to driving a BU club sports van. If you have completed the online driver training with another BU department, that training credit can be transferred over as long as we can verify that you completed it.



Safe Travels!

