



EARLHAM POLICE DEPARTMENT

140 S Chestnut Ave Earlham, IA 50072
Ph: 515-758-2281 - Fax: 515-758-2710



Dear Parents;

I would like to take this opportunity to remind you of Iowa Department of Transportation rules and advise you of Earlham Police Department's policy involving a special minor's restricted license.

A special minor's restricted school license is only valid while driving the most direct route to and from scheduled school activities within your own school district within a 25-mile driving distance. You as parents must make other arrangements for your child's transportation in situations their license doesn't allow.

If the motor vehicle needs fuel, the driver must take a direct route from the school to the nearest gas station then to their residence.

A student with a special minor's restricted school license may carry passengers only from the student's residence to the school and back. The student may not stop between their residence and the school to pick up or drop off a passenger even if that passenger lives on the direct route to or from school.

The policy of the Earlham Police Department is to issue citations for all violations of the restrictions of the minor's school license.

Please review the attached restrictions carefully.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Stringham 6-1-11".

Matt Stringham, Chief of Police
Earlham Police Department

Revised 7-1-24

Driving yourself to school is an adult responsibility that you need to take seriously to keep you and others safe and protect your privilege to drive.

HOW DO I GET A SPECIAL MINOR'S RESTRICTED LICENSE (SCHOOL/WORK PERMIT)?

- Be at least 14 1/2 years old.
- Complete an Iowa-approved driver education course.
- Hold an instruction permit and a clean driving record for at least six consecutive months immediately before applying for your special minor's restricted license.
- If you are a public-school student, your parents must download and fill out the Affidavit for Special Minor's Restricted License (form 430021) and sign it with a live signature. Then, they must have your school superintendent, principal, or school board chair sign it with a live signature. This form is available at any DMV or online.
- If you are a student at an accredited nonpublic school (private school), your parents must download and fill out the Affidavit for Special Minor's Restricted License (form 430021) and sign it with a live signature. Then, the authorities in charge of your school must sign it with a live signature. This form is available at any DMV or online.
- If you are a home-schooled student (you receive competent private instruction or independent private instruction), your parents must download and fill out the Affidavit for Special Minor's Restricted License (form 430021) and sign it with a live signature. Then, your primary instructor must sign it with a live signature. This form is available at any DMV or online.
- You may be required to complete a drive test at the DMV, if your driver's education instructor requires it, or if you completed the Parent-Taught Driver's Education Program.
- Once the form is completed, schedule an appointment to bring in the completed form and get your special minor's restricted license issued.
- Have your parent or guardian complete a Parental Consent for Special Minor's Restricted License (form 430022). You must carry this completed form with you in the vehicle. Present it to law enforcement when requested.

WHAT CAN I DO WITH THIS LICENSE?

This license allows you to drive without adult supervision in the hour before and after the beginning and ending of the following:

- Drive from your home to your school(s) of enrollment for class or school sponsored activities using the most direct and accessible route. Public school students are limited to driving within the school district of enrollment and accredited nonpublic school students and students that are home-schooled are limited to driving within a 25-mile driving distance.
- Drive to participate in extracurricular activities using the most direct and accessible route. Activities must be held at a location within a 25-mile driving distance.
- Drive for work. The driving distance between the origin and destination must be 25 miles or less.
- Drive to complete farm work to assist your parents, guardians, or employers in connection with any farm employment or farm-related work using the most direct and accessible route, if you live on or are employed by a farm in Iowa. The driving distance between the origin and destination must be 25 miles or less.
- Drive to and from your home to the closest school bus stop.
- Stop for fuel while on route or at the closest filling station off route.

You may also drive at any time with adult supervision. Adult supervision means your parent, guardian, custodian, an immediate family member at least 21 years of age, a driver education instructor, or a person at least 25 years of age with written permission from your parent, guardian, or custodian. The supervising adult must possess a valid driver's license.

WHAT CAN'T I DO WITH THIS LICENSE

- Use a cell phone, smartphone, tablet, or other electronic communication or entertainment device while driving.
- You are not allowed to carry more than one minor passenger who is not a relative when driving without adult supervision. A relative includes your brother, sister, step-brother, step-sister, or any other minor living in your household.
- The license holder cannot drop off or pick up passengers at any location other than their school of enrollment for classes or school-sponsored activities.
- Drive to participate in extracurricular activities if the activities are not at a location within a 25 mile driving distance.
- Carry more passengers than the number of seat belts in your vehicle, even when driving with adult supervision.
- Drive a commercial motor vehicle, a vehicle with more than two axles, a vehicle towing another vehicle, or a motorcycle (unless you have a motorcycle privileges).
- Drop off a sibling at a location other than your own school of enrollment.
- Drive to a school or school activity as a spectator at a school where you are not enrolled.

WHAT IF I MESS UP?

Each violation will result in the following:

- The requirement to maintain a clean driving record for six months before upgrading to the next level will start over after you have reinstated your driving privileges.
- You will have to wait an additional three months after your 16th birthday to become eligible to apply for the next level (Intermediate License)

HOW DO I ADVANCE TO THE NEXT STEP: AN INTERMEDIATE LICENSE?

- Be at least 16 years old.
- Hold a valid instruction permit (or instruction permit and special minor's restricted license) for a total of at least 12 months.
- Maintain a clean driving record (while holding a valid instruction permit or special minor's restricted license) for at least six consecutive months immediately before applying for an Intermediate license.
- Your parent or guardian must provide written consent. Either in person at a driver's license issuance site or complete the Parent's/Guardian's Written Consent Form (form 430018).
- Complete 20 hours of supervised driving including any driving you completed in driver's education. At least two of those hours must be between sunset and sunrise.

**EARLHAM COMMUNITY SCHOOL DISTRICT
SPECIAL MINOR'S LICENSE
APPLICATION FORM**

NAME OF APPLICANT/STUDENT: _____

DATE OF BIRTH: ____/____/____

PHYSICAL ADDRESS OF APPLICANT:

PHYSICAL ADDRESS OF PARENT/GUARDIAN:

PHONE NUMBER: _____

STATEMENT OF NECESSITY: (Applicant needs a Special Minor's License because....clearly and briefly state all reasons applicant should be considered for the privilege of a Special Minor's License.)

I/we understand that the Iowa Department of Transportation imposes certain restrictions on a Special Minor's Restricted License, in that the driving privileges granted thereunder are only valid between the applicant's residence and the school for the purposes of attending duly scheduled courses of instruction and extracurricular activities within the school district, not to exceed 25 miles distance, and that any violations or to local law enforcement and may result in the suspension or revocation of the Special Minor's License.

I/we understand the requirements set forth by the Iowa Department of Transportation and accept all responsibilities of obtaining a special minor's restricted license.

I/we the undersigned, hereby certify under the penalty or perjury and pursuant to the law of the State of Iowa that I/we have read the foregoing application and that everything contained therein is true and correct, and the I/we grant our permission for the named applicant to obtain a special minor's restricted license.

_____/_____/_____
Date

Signature of Parent/Legal Guardian

_____/_____/_____
Date

Signature of Parent/Legal Guardian

EARLHAM COMMUNITY SCHOOL DISTRICT
SPECIAL MINOR'S RESTRICTED LICENSE
CERTIFICATION OF DISTANCE

I, _____ Chief of Police of the City of Earlham, hereby state that I measured the distance over the most direct and accessible route between the applicant's resident and the Earlham Community School District parking lot and found that distance to be within the 25-mile allowable distance.

On the _____ day of _____, 2024.

Chief of Police
Matt Stringham
City of Earlham Police Department



DRIVER & IDENTIFICATION SERVICES

**PARENTAL CONSENT FOR APPROVED DRIVING LOCATIONS
FOR SPECIAL MINOR'S RESTRICTED LICENSE UNDER IOWA CODE §321.194**

In addition to driving for school or extracurricular activities, completion of Section C authorizes a special minor's restricted license holder to drive for employment, farm work, or farm-related work, and completion of Section B authorizes a special minor's restricted license holder to drive to/from additional residences. This completed form must be carried by the license holder in the vehicle when driving at all times and presented to law enforcement upon request.

Section A: Contact Information (required)

Minor's Name: _____

Driver's License Number: _____ Date of Birth: _____

School of Enrollment: _____

School Address: _____

Section B: Residences (if applicable)

Please list the addresses the minor will be driving to/from. Iowa Code 321.194 allows up to three residential addresses. A new form is required if the below residence(s) change.

Address 1: _____ City/State/Zip: _____

Address 2 (if applicable): _____ City/State/Zip: _____

Address 3 (if applicable): _____ City/State/Zip: _____

Section C: Employment (if applicable)

Completion of this section allows the licensee to drive to/from a place of employment or location for farm work, up to 25 miles from the license holder's residence, within one hour of beginning and ending of a work shift or farm work. A new form is required if the employment information below changes.

Employer 1: _____

Name of Supervisor: _____ Employer Phone Number: _____

Work Address or primary farm location: _____

Employer 2: _____

Name of Supervisor: _____ Employer Phone Number: _____

Work Address or primary farm location: _____

Section D: Extracurricular Activities (if applicable)

This section documents the locations the licensee drives unsupervised to participate in extracurricular activities up to 25 miles from the license holder's residence, within one hour of beginning and ending of the activity. **Changes to extracurricular activities below should be documented with a new form.**

Activity: _____ Location: _____

Activity: _____ Location: _____

Activity: _____ Location: _____

Activity: _____ Location: _____

Activity: _____ Location: _____

Activity: _____ Location: _____

Activity: _____ Location: _____

Parent/Guardian Consent

I acknowledge that the information contained on this form is accurate and that the addresses listed on this form are within 25 driving miles from my minor child's residence(s). I provide consent for my minor child to drive unsupervised to and from the addresses listed on this form.

Signature of Parent/Guardian: _____ Date: _____

Printed Name: _____ Phone Number: _____

Violating a restriction of this license, including driving for a purpose or to a location not authorized, causing a crash, or getting a traffic conviction, will result in a three-month suspension of the license. As a result of the suspension, the Department shall not issue an intermediate license for an additional three months per violation following the person's sixteenth birthday.

Visit <http://iowadot.gov/mvd/driverslicense/under-18> to learn more about the special minor's restricted license issued in accordance with Iowa Code §321.194.

Section D: Extracurricular Activities (if applicable)

This section documents the locations the licensee drives unsupervised to participate in extracurricular activities up to 25 miles from the license holder's residence, within one hour of beginning and ending of the activity. **Changes to extracurricular activities below should be documented with a new form.**

Activity: _____	Location: _____
Activity: _____	Location: _____
Activity: _____	Location: _____
Activity: _____	Location: _____
Activity: _____	Location: _____
Activity: _____	Location: _____
Activity: _____	Location: _____

Parent/Guardian Consent

I acknowledge that the information contained on this form is accurate and that the addresses listed on this form are within 25 driving miles from my minor child's residence(s). I provide consent for my minor child to drive unsupervised to and from the addresses listed on this form.

Signature of Parent/Guardian: _____ Date: _____

Printed Name: _____ Phone Number: _____

Violating a restriction of this license, including driving for a purpose or to a location not authorized, causing a crash, or getting a traffic conviction, will result in a three-month suspension of the license. As a result of the suspension, the Department shall not issue an intermediate license for an additional three months per violation following the person's sixteenth birthday.

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AFFIDAVIT FOR SPECIAL MINOR'S RESTRICTED LICENSE

Eligibility Requirement for Special Minor's Restricted License: The student must hold an instruction permit for at least six months, must complete an Iowa-approved driver education course or qualify for a driver education hardship exemption, and must have a clean driving record for at least six consecutive months immediately before applying for the special minor's restricted license.

Section 1: Student Information

Name: _____
First MI Last

Address: _____

City: _____ State: _____ ZIP Code: _____

Driver License Number: _____ Student's Date of Birth: _____

Additional Residential Address(es): A parent or guardian must provide additional written consent on Form 430022 for a student who lives at multiple residences. Up to two additional residences, either temporary or permanent, may be listed and the completed form must be carried with the student in the vehicle and presented to law enforcement when requested. A student may drive to and from one residence and approved school classes, extracurricular activities, or approved employment. Please note that a student may not drive between residences.

Section 2: School Certification

Pursuant to Iowa Code section 321.194(6), the person executing this section is not responsible for the student's use of the special minor's restricted license. Note: The certifying official must provide a live signature or electronic signature below. A stamp cannot be used.

PUBLIC SCHOOL STUDENTS (to be completed by public school board chairperson, superintendent, or principal (if authorized by superintendent))

Name of School: _____

I hereby certify under penalty of perjury and pursuant to the laws of the State of Iowa that the applicant is enrolled at the above-named school for courses of instruction or extracurricular activities.

Name: _____
 E-mail address: _____ Phone number: _____
 Signature: _____ Date: _____

ACCREDITED NONPUBLIC SCHOOL STUDENTS (to be completed by authorities in charge of school or duly authorized representative)

Name of School: _____

I hereby certify under penalty of perjury and pursuant to the laws of the State of Iowa that the applicant is enrolled at the above-named school for courses of instruction or extracurricular activities.

Name: _____
 E-mail address: _____ Phone number: _____
 Signature: _____ Date: _____

HOMESCHOOLED STUDENTS (to be completed by the applicant's primary instructor)

I hereby certify under penalty of perjury and pursuant to the laws of the State of Iowa that the applicant receives competent private instruction or independent private instruction.

Name: _____
 E-mail address: _____ Phone number: _____
 Signature: _____ Date: _____

Section 3: Parent/Guardian Consent and Certification

Parent/Guardian Name: _____
 Parent/Guardian Address: _____
 Parent/Guardian Driver License/ID Number: _____
 Parent/Guardian E-mail Address: _____ Daytime Phone Number: _____

I certify that:

- I am the parent, guardian, or legal custodian of the above-named student and consent to the issuance of a special minor's restricted license for the purposes set forth in Iowa Code section 321.194.

Minor Organ Donor: I do do not give my approval for the above-named minor applicant to be designated as an organ donor under the provisions of Chapter 142C.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct.

Parent/Guardian (live signature)

Date

Note: Form 430022 must also be completed by the parent or guardian and carried with the student in the vehicle. The form must be presented to law enforcement when requested. This form can be obtained at any driver license location or online at <http://iowadot.gov/mvd/driverslicense/under-18>.

Section 4: Minor School License Requirements and Information

Where can the student drive?

The student may drive without adult supervision for the following purposes:

- Drive up to 25 miles from home to school(s) of enrollment or school sponsored activities, or location where the student receives competent private instruction or independent private instruction using the most direct and accessible route. Activities must be at the school(s) the student is enrolled in.
- Drive to participate in extracurricular activities. Activities must be within 25 miles or less.
- Drive to and from their home to the closest school bus stop.
- Stop for fuel while on route or at the closest filling station off route.
- Drive for employment or to complete farm work using the most direct and accessible route. The driving distance must be 25 miles or less, provided a completed Form 430022 is carried in the vehicle while driving.

At what times can the student drive?

The student may drive without adult supervision within the hour before and after the beginning and end of the student's classes, extracurricular activities, work shift, farm work, or farm-related work.

The student may also drive at any time with adult supervision (same as instruction permit). Adult supervision means a parent, guardian, custodian, an immediate family member at least 21 years of age, a driver education instructor, or a person at least 25 years of age with written permission from parent, guardian, or custodian. The supervising adult must possess a valid driver's license.

Passenger restriction

When driving without adult supervision, there can only be one minor passenger who is not a relative in the vehicle, but there is not a specific limit to the number of related minor passengers in the vehicle. A relative means someone who is the student's brother, sister, step-brother, step-sister or other related minor living in the household. All passengers must be secured by a seatbelt.

No electronic communication devices

The student may not use a cell phone, smartphone, tablet, or other electronic communication or entertainment device while driving.

What happens if the student gets a ticket/violation?

A special minor's restricted license will be suspended for three months if the student is convicted of any traffic violation (excluding parking tickets), violates any of the restrictions on the license, or is involved in a crash the student caused or contributed to. A \$20 reinstatement fee will be required following a suspension.

Note: Each time your license gets suspended, the age you become eligible to upgrade to an intermediate license is extended by three months (per violation). You must also maintain a clean driving record for the six consecutive months before you may upgrade to an intermediate license.

Eligibility requirements to advance to Intermediate License

The next level of the graduated driver license program is an intermediate driver's license. To obtain this license, applicants must be at least 16 years old and hold an instruction permit (or instruction permit then special minor's restricted license) for at least 12 consecutive months and maintain a clean driving record for at least six consecutive months immediately before applying for an intermediate license. Intermediate driver's license applicants must also complete 20 hours of supervised driving in addition to any driving completed in driver's education. At least two of those hours must be between sunset and sunrise. For more information about the Graduated Driver License Program for people under age 18, please visit <http://iowadot.gov/mvd/driverslicense/under-18>

Once the student's driver's education completion has been electronically submitted, you may bring this completed form to any driver license issuance location to obtain the student's special minor's restricted license. The cost is \$16.00.

Note: Form 430022 must also be completed by the parent or guardian and carried with the student in the vehicle. The form must be presented to law enforcement when requested. This form can be obtained at any driver license location or online at <http://iowadot.gov/mvd/driverslicense/under-18>

I certify that:

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Minor Organ Donor: I do do not give my approval for the above-named minor applicant to be designated as an organ donor under the provisions of Chapter 142C.

I certify under penalty of perjury and pursuant to the laws of the State of Iowa that the preceding is true and correct.

Parent/Guardian (live signature)

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- Drive to and from their home to the closest school bus stop.
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