

Van License Application

Eastern University Van Licenses are valid for two academic years. All Students, Staff and Faculty must complete this Van License Application prior to obtaining or renewing an Eastern University Van License. A photocopy of your valid drivers license must be attached, as well as a valid State Issued Driver's History Report (Motor Vehicle Record). **New drivers will need to complete Security's Driving Safety Tests.**

Name: _____ Date: _____

Eastern ID: _____ email: _____

Van License Type: **New** **Renewal** phone: _____
(circle one)

If a Student, Sponsoring Department: _____

If an Employee, Title and Department: _____

Valid US Driver's License Information

State: _____ Date of Birth: _____
License Number: _____ Years Driving: _____

Definition of Unacceptable Driving Records

Driving privileges may not be granted if:

- 1) auto body repairs are required due to driver negligence,
- 2) traffic violations/fines are incurred during use of an Eastern vehicle, **or if**
- 3) your DMV driving history reflects any of the following three criteria:
 - a) More than 2 moving violations and/or accidents in the most recent year.
 - b) More than 3 moving violations and/or accidents in the most recent 3 years.
 - c) Driver has major convictions in the last 5 years:
 - *Driving while intoxicated or "under the influence"*
 - *Leaving the scene of an accident*
 - *Careless or reckless driving*
 - *Homicide or assault through use of a motor vehicle*
 - *Drivers who currently have a suspended or revoked licenses*
 - *Eluding a police officer*

Students must bring a copy of their DMV Driver History Record to Security with this application. If you are unable to obtain your Driver History online or in person, you may submit this application with a Driver History Authorization Form to Sarah Getz in Ott Hall, and Eastern will contact your DMV for you. Please allow 5 business days for processing.

Employees must have an EU Driver History Authorization Form on file in Ott Hall prior to obtaining a Van License.

- I have produced an MVR that meets Eastern's Driving Requirements.
- I have attached a copy of my State Driver's License.
- I have read Eastern University's **Van Use and Licensing At-A-Glance** .
- I have viewed the EU Driver Safety Videos.

By hereby affirm that all information provided is true and correct. I will not use cell phones or other electronic communications medium while driving. I will obey all posted highway and campus speed limits and will wear seat belts at all times. I will abide by Eastern University's Van Driver Policy, and I authorize Eastern University to verify my driving record through appropriate means.

Applicant Signature

Sponsor / Supervisor Signature

*Section to be
completed by
Security*

Driving Test
Completed:

Initial Date

Driver Logged: