

## MVD Procedural Quick Update

#137rev2

**RE: Instruction Permits Expiration Extended to Four Years**  
**Effective date: Monday, April 9, 2012**

Date: June 7, 2012  
To: All MVD  
From: Mac Lewis, MVD Policy and Procedures Manager

*[This is the latest in a series of procedural updates. These updates deal with specific MVD procedures and practices. Managers and Supervisors should consistently distribute the updates to all personnel and integrate them into regular information and training sessions.]*

**Effective Monday, April 9, 2012, all new and renewal non-CDL instruction permits issued by the Motor Vehicle Division shall be for a four-year period, except when a shorter period is required due to a medical report or because the applicant will turn 21 in less than four years. Effective June 1, 2012, the driver education schools are no longer authorized to issue new or renewal blue instruction permits.**

A blue instruction permit issued by a driver education school before June 1, 2012 is still valid until its expiration date 6-months after the permit is issued. The blue instruction permit continues to be acceptable proof that the applicant has taken and passed the written test. Six-month instruction permit holders who wish to renew their permits, or need to replace a lost permit, must do so at an MVD (state, county-muni or PRA) field office.

The Driving School Record of Completion form, MVD-10273 (revised 5/12) is to be used by licensed New Mexico driver education schools to document first-time New Mexico instruction permit and/or driver's license applications and testing. Please note that this form does not state that the applicant is currently enrolled in a TSB-approved driver education school, or that the applicant has completed a TSB-approved driver education course. So it does not take the place of a driver education school referral card for issuance of an instruction permit; nor does it take the place of a driver education school's Certificate of Completion for issuance of a provisional license.

For the convenience of the driver education schools and their students, the schools may photocopy and re-use the Driving School Record of Completion form as needed. In that case (as for example when a school administers the written test for issuance of an instruction permit, then later administers a road test), you may receive and accept a photocopy of the previously used form with new (not photocopied) entries for the current test score, date, and examiner name and signature.

The written test (whether administered by an MVD field office or by a driver education school) continues to be valid for any applicant whose permit or license has not been expired for one year or more. The date on which the test was taken is not relevant, unless the applicant never received a permit or license. We are only concerned with how long it has been since the applicant held a valid instruction permit or driver's license.

The applicant signature on form MVD-10273 is for the convenience and protection of the driver education school, to document and verify the student's personal information and answers to the questions. It does not take the place of the applicant's or parent's signature on the driver application when the applicant comes to a field office to apply for a permit, permit renewal or replacement, or driver's license.

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Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to their Bureau Chiefs, with cc to [mac.lewis@state.nm.us](mailto:mac.lewis@state.nm.us). Others are encouraged to direct comments or questions directly to Mac Lewis, MVD Policy and Procedure Manager, at [mac.lewis@state.nm.us](mailto:mac.lewis@state.nm.us).

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