

Apply for a CBT motorcycle instructor assessment



Please make sure you have read the guidance notes before completing this application.

This is not a training course, but an assessment of your existing instructional and supervisory knowledge and skills.

This form must be completed in full by the applicant. Only one application per person will be accepted at any one time.

Certified motorcycle instructors are required to undergo a basic DBS check. If you are not already a certified motorcycle instructor, then you must also submit a DBS certificate with your application.

1 Details of applicant

Title Mr Mrs Miss Ms Other _____

First name(s) _____

Last name _____

Home address line 1 _____

Address line 2 _____

Address line 3 _____

Town / City _____

Postcode _____

Email address _____

Mobile number _____

Date of Birth _____

2 Licence details section

Driving licence number _____

Length time full category A or A2 licence held _____

3 Assessment details

Date of previous CBT Assessment (if applicable) _____

Earliest date available _____

Location preference Chadderton Gillingham Either

Unavailable days Mon Tue Wed Thu Fri

Unavailable dates _____

Are you interested in short notice availability? Yes No

Are you presently a certified motorcycle instructor? Yes No

4 Character details

Have you been convicted of any offences (motoring or non motoring) within the last 4 years? Yes No

Have you any endorsements on your licence? Yes No

Are court proceedings of any kind pending against you? Yes No

Have you been disqualified (driving or riding) in the last 4 years? Yes No

Do you have any medical restrictions on your licence? Yes No

Is your licence restricted for a period of time? Yes No

If you answered yes to any of the above, please give additional details in section 7

5 Approved Training Body (ATB) details

If you are already registered with an ATB, please complete the details below

ATB name _____

ATB number _____

ATB address line 1 _____

ATB address line 2 _____

ATB postcode _____

6 Applicant Signature

Signed: _____

Date: _____

Instructor certificate number: _____

7 Additional Details

Please use this section to provide details of any; convictions, endorsements, disqualifications, pending court proceedings, medical or licence restrictions. Continue on a separate page if necessary.

Details of notifiable medical conditions can be found here: [Check if a health condition affects your driving: Overview - GOV.UK \(www.gov.uk\)](https://www.gov.uk/guidance/check-if-a-health-condition-affects-your-driving)

Additional information

Completion notes

These notes apply to both CBT and DAS motorcycle instructor assessment application forms.

Please send completed applications to:

cbtdas.assessments@dvsa.gov.uk

Assessment durations:

CBT Assessments last for two days; Monday and Tuesday or Wednesday and Thursday.

DAS assessments last for ½ day.

Any enquiries relating to the assessment dates should be directed to the above email address.

Privacy notice:

We collect, use and store your personal data so that we can process your application. We may share your personal data if we have a lawful reason, for example, as part of a criminal investigation or to prevent fraud. Find out more at [DVSA privacy notices - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/organisations/dvsa/about-us/privacy-notice)

Convictions:

Certified motorcycle instructors are required to undergo a basic DBS check. If you are not already a certified motorcycle instructor, then you must also submit a DBS certificate, issued in the last three months, with your application.

The applicant is required to give details of any motoring or non- motoring convictions. These will be taken into account when assessing suitability to attend the CBT or DAS Assessments and will have a bearing on whether a successful candidate is accepted onto the certified motorcycle instructor register, under the 'fit and proper' criteria.

This also applies to those subject to DVSA internal investigations where their application will be withheld.

All details of convictions, licence endorsements and disqualifications not yet spent should be declared.

Any offence committed between the submission of the application and attendance on the assessment, must be declared within 7 days of the conviction.

Assessment refusals:

All applications will be checked for suitability before an assessment date can be offered. We reserve the right to withhold an assessment date if there is an issue with an application, until such time as that issue is resolved.

If an applicant is already a certified motorcycle instructor, any information given by that applicant may be shared with the Approved Training Body if a query with the application should arise.

Unsuccessful assessments:

CBT assessment

Should your performance within the instructor aspect of the assessment fail to meet the required standard, you will be subject to a standards check on return to your ATB. This will be conducted by a member of your local CBT team to ensure you can demonstrate continuing ability to deliver CBT to a satisfactory standard as required by the regulations.

The option is available to re-take the full assessment, taking into account that any individual failing the assessment on two occasions will be unable to re-attend for one year from the date of the second assessment.

DAS assessment

The option is available to re-take the full assessment, taking into account that any individual failing the assessment on two occasions will be required to submit evidence of development. Upon receipt of satisfactory evidence, a third attempt may be offered. Any individual failing the third attempt will be unable to re-attend for one year from the date of the third assessment.

Successful DAS assessments:

You are not authorised to conduct any DAS training until you have received your instructor certificate.

Contact us

Please get in touch by emailing cbtdas.assessments@dvsa.gov.uk if you have any questions