

Scheduling Drives

In order to schedule drives and view your upcoming itinerary, you will need to log into your student portal.

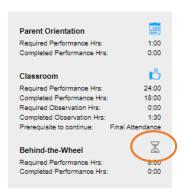
Logging into your student portal:

Visit https://drivereducation-ohio-aaa-com.is.desdriven.com/DES/login.phtml

Username: Was given during registration. If you don't remember your user name, please email us at drivereducation@aaaohio.com and we can look it up for you.

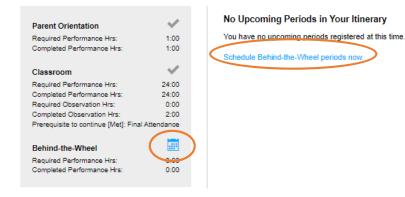
Password: You created this during your registration process. If you don't remember it, you can reset it by clicking on "Forgot your password?" on the login page.

Scheduling drives:



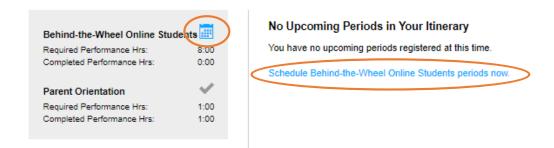
If you are a **classroom student**, you will need to complete your 24 hours of class before you can schedule your drives. Until you complete your class, you will see a grey hourglass icon next to behind-the-wheel (as shown on the left).

Once you complete your class, you will see a calendar icon, and a link that says "Schedule Behind-the-Wheel periods now." You can click on either the icon or the link to start scheduling drives.

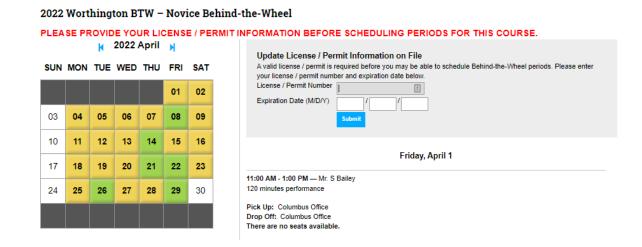


If you are a **behind-the-wheel only student**, you will need to email your 24-hour online completion certificate to <u>drivereducation@aaaohio.com</u> before you can schedule for drives.

Once you have sent your certificate, you can lot into your student center, and click on the calendar icon or link, as indicated below.



This will take you to a screen with a calendar. You will need to type in your learner's permit number and expiration date. Then, use the calendar to select open periods. If a date is colored green, that means it has open drives. Click on that date on the calendar to see the available drive times. When you find a period you'd like to register for, click the "Register Now" button.



You can also sign up for the waiting list for drive periods by clicking the box next to "Email me if this period becomes available." Then, if someone cancels, you will be notified and will have the opportunity to take that spot.

Notes:

- You will only be able to register for four drives.
- The state requires a valid temporary permit for all drives. If you forget your permit, you will not be able to drive and will be charged \$100.
- If you are late or fail to give more than 24-hours' notice before cancelling a drive you will be charged \$100 (exceptions may be made for illness).
- AAA recommends a week between drives to give students time to practice the skills they've learned. The system requires a minimum of five days between drives.
- If you have guestions, please email drivereducation@aaaohio.com or call 614-431-7888.