



Dear ROV DriverCoach Applicant:

The primary responsibility of ROHVA DriverCoaches is to teach the ROV Basic *DriverCourse* – a one-day, hands-on training program. The course provides participants a training experience that includes basic off-highway driving skills, safe driving practices, environmental awareness, and information on protective riding gear.

We suggest that DriverCoach applicants successfully complete the Recreational Off-Highway Vehicle Association (ROHVA) Basic *DriverCourse* (RBDC) prior to attending the DriverCoach Preparation Course. Go to [www.ROHVA.org](http://www.ROHVA.org) to take the ROV E-Course then find your nearest RBDC location or call ROHVA at 949.255.2560 ext. 3058.

- The ROHVA **DriverCoach Preparation (DCP) Workshop** is a 4-day course that teaches individuals all the components of the Basic *DriverCourse*. DriverCoach Candidates will learn evaluation and coaching techniques, presentation methods and communication skills. Please be aware that the DCP is a pass/fail course and DriverCoach Candidates must have prior off-highway motorcycle, ATV, 4WD, or ROV riding/driving experience.
- To become a ROHVA DriverCoach, you must thoroughly and legibly complete the DriverCoach Application and return it to the address listed below, *attention Sr. Coordinator, ROHVA* (or e-mail to [lstjerne@rohva.org](mailto:lstjerne@rohva.org) or fax to 949-727-4216). This must be received **45 days in advance** of the course. The cost for the DCP is \$1250.00 per person, which includes all instructional material, tuition and the use of a recreational off-highway vehicle, unless specified otherwise. You will be responsible for all travel, meal and lodging expenses.
- Upon enrollment into a DCP, you will receive a confirmation letter, maps and hotel information. Approximately 3 - 4 weeks prior to your DCP, ROHVA will ship your DriverCoach Guide via ground service, which will include a pre-course assignment that will be collected the first day of the class.
- A **Private DriverCoach Preparation Course** can be arranged to take place at your facility with maximum of six DriverCoach Candidate students and a **sixty** advance notice. A flat rate payment of \$7,500 is required at least **thirty** days prior to your scheduled DCP date. You are responsible for providing up to six DriverCoach Candidates for your Private DriverCoach Prep. ROHVA will assist you in finding approved DriverCoach Candidates, but cannot guarantee any additional DriverCoach Candidates. The payment includes all fees to send a DriverCoach Trainer to your location to train your DriverCoach Candidates. A suitable, pre-approved site with enough approved ROVs will be required. All DriverCoach Candidates must be approved by ROHVA.

Sincerely,

Lenore Stjerne  
Sr. Coordinator, DCP  
Recreational Off-Highway Vehicle Association L



RECREATIONAL  
OFF-HIGHWAY  
VEHICLE  
ASSOCIATION

# DriverCoach Application

Complete this ROHVA ROV DriverCoach application to be considered for enrollment in a DriverCoach Preparation Course. Fax completed application to (949) 727-4216 or email to [lstjerne@rohva.org](mailto:lstjerne@rohva.org).

Today's Date: \_\_\_\_\_

Are you 18 years of age or older?  Yes  No

<b>PERSONAL INFORMATION</b>	Applicant's Name (first, middle, last)			
	(Mr.) (Ms.) (Mrs.)			
	Work Phone (optional)	Home Phone	Cell Phone	
	( ) -	( ) -	( ) -	
	Email Address			
	Street Address			
	City	State	Zip	
	<b>Shipping Address</b> <input type="checkbox"/> Same As Above (ROV DriverCoach Materials will not be delivered to P.O. Boxes)			
	Street Address			
	City	State	Zip	

<b>CURRENT EMPLOYMENT</b>	Are you legally entitled or authorized to work in the United States of America? <input type="checkbox"/> Yes <input type="checkbox"/> No																											
	Current Employer																											
	Date Started	Job Title																										
	Street Address																											
	City	State	Zip	Work Phone																								
				( ) -																								
	Supervisor	May we contact? <input type="checkbox"/> Yes <input type="checkbox"/> No																										
	<input type="checkbox"/> From the list below, please write one letter in the box that best describes your current employment:																											
	<table border="0"> <tr> <td><b>P</b>- Private Business</td> <td><u>MILITARY</u></td> <td><u>AGENCY (FEDERAL/STATE)</u></td> <td><b>J</b>- Public Utilities</td> </tr> <tr> <td><b>D</b>- Dealership</td> <td><b>F</b>- Air Force</td> <td><b>U</b>- US Forest Service</td> <td><b>L</b>- Law Enforcement</td> </tr> <tr> <td><b>R</b>- Retired</td> <td><b>A</b>- Army</td> <td><b>H</b>- Soil Conservation Service</td> <td><b>X</b>- Other Agency</td> </tr> <tr> <td><b>G</b>- Not Employed</td> <td><b>C</b>- Coast Guard</td> <td><b>B</b>- Bureau of Land Management</td> <td></td> </tr> <tr> <td><b>O</b>- Other _____</td> <td><b>N</b>- Navy</td> <td><b>E</b>- Army Corp of Engineers</td> <td></td> </tr> <tr> <td></td> <td><b>M</b>- Marine</td> <td><b>S</b>- State Resource Agency</td> <td></td> </tr> </table>				<b>P</b> - Private Business	<u>MILITARY</u>	<u>AGENCY (FEDERAL/STATE)</u>	<b>J</b> - Public Utilities	<b>D</b> - Dealership	<b>F</b> - Air Force	<b>U</b> - US Forest Service	<b>L</b> - Law Enforcement	<b>R</b> - Retired	<b>A</b> - Army	<b>H</b> - Soil Conservation Service	<b>X</b> - Other Agency	<b>G</b> - Not Employed	<b>C</b> - Coast Guard	<b>B</b> - Bureau of Land Management		<b>O</b> - Other _____	<b>N</b> - Navy	<b>E</b> - Army Corp of Engineers			<b>M</b> - Marine	<b>S</b> - State Resource Agency	
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Military Status: <input type="checkbox"/> Active <input type="checkbox"/> Reserve <input type="checkbox"/> Retired <input type="checkbox"/> None		Rank: _____																										
Base/Installation: _____																												

<b>PREVIOUS EMPLOYMENT</b>	<b>Please list other occupations and employers for the past five years (If necessary, please attach additional sheets of paper)</b>		
	Employer Name		
	Supervisor Name and Phone	Date of Employment (to - from)	Reason for leaving
	Employer Name		
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	Employer Name		
	Supervisor Name and Phone	Date of Employment (to - from)	Reason for leaving
	Have you ever been employed by the ATV Safety Institute, the Specialty Vehicle Institute of America, the Motorcycle Safety Foundation, the Motorcycle Industry Council or the or Recreational Off-Highway Vehicle Association? <input type="checkbox"/> Yes <input type="checkbox"/> No		
Military Status: <input type="checkbox"/> Active <input type="checkbox"/> Reserve <input type="checkbox"/> Retired <input type="checkbox"/> None      Branch of Service: _____      Base: _____			

<b>EDUCATION</b>	Formal Education (begin with most previous)				
	Institution/City/State	# Years Attended	Graduated	Degree	Major Subjects
			Y N		
			Y N		
			Y N		
Other Specialized Training Received: _____ _____					
Do you speak a foreign language? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, which: _____					

<b>OFF-ROAD DRIVING/RIDING EXPERIENCE</b>	<b>What type of powersports products do you own?</b> <input type="checkbox"/> ROV/UTV/Side-by-Side <input type="checkbox"/> ATV <input type="checkbox"/> Off-road motorcycle <input type="checkbox"/> Street Motorcycle <input type="checkbox"/> Personal Watercraft <input type="checkbox"/> Snowmobile <input type="checkbox"/> Other _____	
	<b>Have you taken the <i>DirtBike School</i> or <i>ATV RiderCourse</i>?</b> <i>DirtBike School</i> <input type="checkbox"/> Yes <input type="checkbox"/> No <i>ATV RiderCourse</i> <input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, date(s) and location(s):
	<b>Please list amount of off-road riding/driving experience in the following:</b>  <i>ROV/UTV/Side-by-Side</i> _____ years <i>4WD Sport/Utility Vehicle</i> _____ years <i>ATV</i> _____ years <i>Off-Road Motorcycle</i> _____ years	<b>Explain your off-road riding experience in more detail (required):</b> _____ _____ _____ _____
	<b>What are your goals as a ROV <i>DriverCoach</i>?</b> _____ _____ _____ _____	
<b>Current club membership(s).</b> Please list any ROV/ATV/Motorcycle/PWC/Snowmobile/4WD clubs to which you belong. _____ _____		

<b>OTHER</b>	Have you ever had a license to operate a motor vehicle revoked or suspended for any reason? <input type="checkbox"/> Yes <input type="checkbox"/> No
	Have you ever plead guilty or 'no contest', or been convicted of a misdemeanor or felony? <input type="checkbox"/> Yes <input type="checkbox"/> No
	If yes to either of the above, please state the facts and dates fully: _____ _____
	Are you able to satisfactorily perform the essential functions of a ROHVA DriverCoach, either with or without reasonable accommodation? (please ask if you are uncertain as to the essential functions) <input type="checkbox"/> Yes <input type="checkbox"/> No

<b>PERSONAL REFERENCES</b>	<b>List at least three people who have known you for at least two years whom we may contact (non-family members preferred).</b>			
	<b>Name</b>	<b>Relationship</b>	<b>Phone</b>	<b>Address</b>

<b>BDC PROVIDER INFORMATION</b>	<b>Which ROHVA Sponsor will you be teaching for?</b> ROHVA DriverCoaches are independent entities certified by ROHVA to offer the BDC to their agency personnel, employees, or the public. DriverCoaches are responsible for collecting the student tuition fees and are invoiced by ROHVA.	
	<input type="checkbox"/> I want to establish my own training site (I am submitting the ROHVA Site Form with this DriverCoach Application)	
	<input type="checkbox"/> I will be working for the Military or another public agency	Military Base/Agency Name:
	<b>Contact Name / Address / Phone:</b>	
<input type="checkbox"/> I don't know. I will need assistance from ROHVA to find a ROHVA Training Site.		

**ACKNOWLEDGEMENTS**

This application does not guarantee a position in a ROHVA DriverCoach Preparation Course nor does it guarantee that ROHVA will issue the applicant a DriverCoach Certification. If the applicant is offered a position in a ROHVA DriverCoach Coach Preparation Course and the applicant successfully completes the course, ROHVA may issue a ROHVA DriverCoach Certification to the applicant. A ROHVA DriverCoach Coach Certification will only be issued upon execution of a ROHVA DriverCoach Coach Certification Agreement between the applicant and the ROHVA. This application shall become an integral part of any ROHVA DriverCoach Certification Agreement that may be executed between the applicant and the ROHVA. Unless and until ROHVA issues a ROHVA DriverCoach Certification to the applicant, the applicant is not an authorized, certified ROHVA DriverCoach and may not make any representations or perform any acts as such.

I further understand that the ROHVA may contact my current and/or previous employers, schools attended and personal references. I authorize such employers, schools and personal references to disclose to the ROHVA all records and information pertinent to my employment and/or affiliation with them. I hereby waive fully any rights or claims I may have against my current and/or former employers, schools attended and personal references, as well as their agents, employees and representatives, and release them from any and all liability, claims or damages that may result, directly or indirectly, from the use, disclosure or release of any such information by any person or party, whether such information is favorable or unfavorable to me.

I certify that I have read this Application for Certification and Enrollment in a ROHVA DriverCoach Coach Preparation Course in its entirety, and that the information contained herein is true and correct and that I have not omitted any relevant information. I understand and agree that falsification of any information provided herein, or the omission of any relevant information, will result in immediate revocation of my ROHVA DriverCoach Coach Certification and/or termination of employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Shirt size (choose one):      S      M      L      XL      XXL      XXXL      XXXXL