



# A SIMPLE GUIDE TO BECOMING AN APPROVED DRIVING INSTRUCTOR WITH ROADWISE





**ADI PART 1**  
THEORY TEST



**ADI PART 2**  
TEST OF YOUR OWN DRIVING ABILITY



**ADI PART 3**  
YOUR ABILITY TO INSTRUCT

**APPROXIMATE TIMELINE**

The majority of candidates will take between 6 and 12 months to go through the qualification process. Remember, **you can** take the full 2 years that are allowed from the date that you pass the DVSA ADI Part 1 test.

A THREE PART PROCESS

NO UPFRONT PAYMENTS

PAY AS YOU GO



# ADI PART 1 THEORY TEST



<b>What is required?</b>	<p>This part of the training consists of self-study. On completion of Part 1 the 'clock starts ticking'. You will now have 2 years in which to pass Parts 2 and 3 of the ADI qualification process.</p> <p><b>For this test you will need:</b></p> <ul style="list-style-type: none"><li>You must take your UK photocard driving licence to your test.</li></ul> <p>Before you can sit an ADI Part 1 exam check if you can <a href="#">become a driving instructor</a> and complete the required paperwork as described overleaf.</p>	<b># of attempts</b>	Candidates have an <b>unlimited</b> number of attempts to pass this part
<b>Average pass rate</b>	Average pass rate of Part 1 is approx. 50%	<b>What to expect from Roadwise</b>	<p>Preparing for this part requires suitable learning resources, dedication for studying, self-discipline and practicing mock tests.</p> <p><b>We can:</b></p> <ul style="list-style-type: none"><li>supply you with training resources</li><li>provide occasional advice over the phone from your trainer</li></ul> <p>Once you have booked your Part 1 test and are confident that you will pass it, you can book a screening drive and start training towards your Part 2.</p>



# ADI PART 2 TEST OF YOUR OWN DRIVING ABILITY



<b>What is required?</b>	<p>In order to pass this test, you have to drive at a very high standard. You must demonstrate to a DVSA examiner that you have high skill levels which you can subsequently 'pass on' to learner drivers.</p> <p><b>For this test you will need:</b></p> <ul style="list-style-type: none"><li>• your UK driving licence</li><li>• your approved driving instructor (ADI) part 1 pass certificate</li><li>• a face covering, unless it's not safe for you to wear one</li><li>• <a href="#">a suitable car</a></li></ul>	<b># of attempts</b>	You have 3 attempts to pass the test. Failure on 3rd attempt terminates the process <sup>1</sup>
<b>Average pass rate</b>	Average national pass rate of Part 2 is 55.7% since 2010.	<b>What to expect from Roadwise</b>	<ul style="list-style-type: none"><li>• Provision of on-road training (screening drive and 1:1 subsequent training hours required to prepare for your Part 2 test)</li><li>• Lesson observation sitting in the back (Covid rules permitting)</li><li>• Occasional trainer support on the phone (up to 1 hour)</li></ul>

<sup>1</sup> If during the process you fail PART 2 or PART 3 three times that terminates the process. If you want to try again you have to wait for the expiry of two years from the time you've passed PART 1 1 E.g. PART 1 passed on 1st Jan 2020, fail to pass PART 2 or PART 3 on 1st Nov 2020 means that a candidate will have to wait until 1st Jan 2022 until restarting the process.



# ADI PART 3

## YOUR ABILITY TO INSTRUCT



<b>What is required?</b>	<p>It is the most intensive part of the programme. It is designed to ensure you have the competencies outlined in the National Standard for Driver and Rider Training – Lesson Planning, Risk Management, Teaching &amp; Learning Strategies.</p> <p><b>For this test you will need:</b></p> <ul style="list-style-type: none"><li>• your UK driving licence</li><li>• a face covering, unless it's not safe for you to wear one</li><li>• <a href="#">a suitable car</a></li><li>• a pupil</li></ul>	<b># of attempts</b>	<p>You have 3 attempts to pass the test. Failure on 3rd attempt terminates the process<sup>1</sup></p>
<b>Average pass rate</b>	<p>Average national pass rate of Part 3 is 34.3% since 2010.</p>	<b>What to expect from Roadwise</b>	<ul style="list-style-type: none"><li>• Provision of on-road training (40 hours required for ADI part 3)</li><li>• Lesson observation sitting in the back (Covid rules permitting)</li><li>• Supervisory training during the duration of Trainee Licence (if you choose this route) - 1 in every 5 hours</li><li>• Your trainer support on the phone (up to 3 hours?)</li></ul>

## STEP 1: CRB NUMBER AND IDENTITY PROOF

### 1) Obtain a Criminal Records Bureau (CRB) Disclosure Number. Follow this link to complete your online application.

You will require the following information:

- organisation PIN 105205
- secret word axis
- organisation name DVSA - PDI (PO)

### 2) Proving your identity

When you've finished the online application, you must give proof of your identity. You can do this at a Post Office offering the 'CQC CRB ID verification service'. [Post Office Branch Finder](#)

You'll need to take a printed page from your online application with barcodes on it and 3 original forms of ID (not copies). These can be:

- your passport
- your driving licence
- a utility bill that's less than 3 months old
- a bank statement that's less than 3 months old

The service costs £6.

## STEP 2: DVSA REGISTRATION

Once you have received your Disclosure and Barring Service (DBS) number you may now [register](#) as a PDI (Potential Driving Instructor).

You must get a criminal record disclosure number specifically to become a driving instructor before you apply.

You also need:

- your driving licence number
- details of any motoring or non-motoring offences, and disqualifications from driving
- details of any court cases being brought against you

In 4-6 weeks' time you will receive an approval from DVSA and application to start the process.

We would advise to use this time and start preparing to sit your Part 1.

## STEP 3: BOOK PART 1 TEST.

### Book your theory test to sit ADI Part 1.

Click [here](#) to book the test.

The test costs **£81**

## STEP 4: BOOK PART 2 TEST.

### Book your test of the driving ability to sit ADI Part 2.

Click [here](#) to book the test.

The test costs **£111**

## STEP 5: BOOK PART 3 TEST.

### Book your test of instructional ability to sit ADI Part 3.

Click [here](#) to book the test.

The test costs **£111**

## STEP 6: APPLY FOR TRAINEE LICENCE (OPTIONAL).

### Apply for your Trainee Licence if you would like to earn while you are learning.

Click [here](#) to book the test.

The test costs **£140**

## STEP 7: REGISTER AND START WORKING AS AN INSTRUCTOR.

### Once you've passed the tests you must register for your ADI certificate within 12 months.

Click [here](#) to apply for it.

The certificate costs **£300**