

GENERAL DRIVER CERTIFICATION

**Defensive Driving
Distracted Driving
Utility Cart Training**

Brigham Young University–Hawaii
Campus Safety & Security
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Getting Started

Please make sure that you have a valid and current US driver’s license. Permits and international licenses are NOT ACCEPTED.

Note for BYUH Security Officers: Only US citizens can become drivers.

Type or copy/paste the following link into your browser (chrome preferred) and login using your BYUH ID and password.

<https://byuh-hi.safecolleges.com/login>

Click on the “Extra Training” button (looks like a “play” symbol) on the upper left hand corner of the screen to access the training modules.

Defensive & Distracted Driving

Click on “Transportation”, and then choose “Defensive Driving”.

On the Defensive Driving page, read the description of the course and choose “Full Course” to begin. Follow all course instructions. After finishing the final exam, return to the course page and click on “View Certificate” to open your completion certificate.

Save the certificate (screenshot, picture, pdf, etc) and repeat the process with the “Distracted Driving” course.

Utility Cart Training

Once complete, return to the “Extra Training” page to begin the Utility Cart Training. Click on “Environmental”, and then choose “Utility Cart Safety” (toward the bottom).

On the Utility Cart Safety page, read the description of the course and choose “Full Course” to begin. Follow all course instructions. After finishing the final exam, return to the course page and click on “View Certificate” to open your completion certificate.

Completing Certification

1. Email a copy of ALL THREE of your certificates to byuhsafety@byuh.edu. Include your full name and BYUH ID number. You can send them as a .pdf, a screenshot, or a picture of your screen. Please make sure your name, the course title, and the date are legible. DO NOT CROP! All logos and information must be included.
2. Once the Campus Safety office has reviewed your certificates, they will contact you to schedule any additional training (11 passenger vans and golf carts require hands-on training) and to complete your registration paperwork. Your certification card will also be issued at that time.

Remember, you must have completed the online training, any necessary hands-on training, and all related paperwork in order to be eligible to drive.