

**DOCUMENTS TO BE ATTACHED TO THE APPLICATION FOR RECOGNITION OF THE PROFESSIONAL
QUALIFICATION OR PROFESSIONAL TRAINING AS A DRIVING SCHOOL INSTRUCTOR**

- a) Proof of nationality (copy of passport or identity card or other document issued by a public authority in the country of origin with the holder's photograph and personal details);
- b) A true copy of the original of the driving licence held, at least in categories:
 - b.1 – BE and CE, with the exception of categories for disabled people, for the recognition of the professional qualification referred to in Article 5(1)(a) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments;
 - b.2 – A, BE and CE, with the exception of categories for disabled people, for the recognition of the professional qualification referred to in Article 5(1)(b) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments;
 - b.3 – BE, CE and DE, with the exception of categories for disabled people, for the recognition of the professional qualification referred to in Article 5(1)(c) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments;
 - b.4 – A, BE, CE and DE, with the exception of categories for disabled people, for the recognition of the professional qualification referred to in Article 5(1)(d) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments;
 - b.5 – BE and CE for disabled people, for the recognition of the professional qualification referred to in Article 5(2) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments.
- c) Documents proving fulfilment of the moral requirements referred to in Article 6(1)(c) of Decree No 17 of the Ministry of Infrastructures and Transport of 26 January 2011 and subsequent amendments, such as:
 - a certificate issued by the competent authority of the Country of origin;
 - if the competent authorities of the country of origin do not issue the document specified above, such documents can be substituted by a declaration under oath or, where this is not possible, by a solemn affirmation – given by the person concerned in front of a competent judicial or administrative authority or in front of notary public or a qualified professional body of the country of origin from which the person concerned is from, who can issue an attestation proving the declaration under oath or solemn affirmation.
- d) Copy of the attestation of professional competence or evidence of formal qualifications giving access to the profession of driving school instructor in the applicant's country of origin;
- e) Any documents that show the content of the training (subjects, duration of the training, etc.);
- f) Copy of any card authorizing the holder to practice the profession in question;
- g) Any certificates issued by public or private bodies (agencies) concerning professional experience or, if the profession is not regulated in the country of origin, proof of the applicant's professional experience, in particular, of work as driving school instructor for at least one year in the last 10 years (e.g. pay-slips of driving schools, certificate of the Chamber of commerce, tax receipts, etc.). In this case, a detailed list of the activities carried out during the minimum period referred to in the previous point must also be attached, specifying the place and period;
- h) Any further documents deemed useful to review the application, including any information regarding periodic training development, seminars and any form of training activity following the initial training;
- i) Copy of the receipt for two payments of EUR 16 each (one for the application and one for the measure to be issued) to post office account 4028, indicating as the reference: name, surname and recognition of the professional qualification of driving school instructor. a cumulative payment of EUR 32 is allowed. If the payment is made from abroad, it can be made by bank transfer in that amount to: 'Bilancio dello Stato Capo VIII, Capitolo 1205, art. 1' BIC: BITAITRRENT -IBAN: IT 07Y 01000 03245 348 008 1205 01 TAX: Imposta di bollo [Stamp duty].