

Make sure that you are ready for your test. You can do this by getting advice from an Approved Driving Instructor (ADI) or an Approved Training Body (ATB). The book 'The Driving Test' gives you full details of what you will need to do on your car test. For motorcycle tests, also study 'Official motorcycling'. For Passenger Carrying Vehicle (PCV) tests, study 'Driving buses and coaches' and for Large Goods Vehicle (LGV) tests, study 'Driving goods vehicles'. You can get these from bookshops.

How to book a test

Phone bookings

You can book a test using a credit card or a debit card, as long as you are the card holder, by phoning **0870 01 01 372**. You can also use this number for rebooking and other enquiries. Minicom users should phone **0870 01 07 372** and Welsh speakers should phone **0870 01 00 372**.

When phoning to make a booking, please make sure that you have your credit card or debit card, theory test certificate number and driving licence number ready.

If the date of your test is within 10 clear working days of your request, this is a 'short-notice' booking. **If you accept a 'short-notice' date over the phone, you cannot change it without losing your fee.** So, please make sure you can attend on that day and that your approved driving instructor (ADI) is available before you accept the booking. We may monitor or record your call for training purposes so that we can continually improve the high quality of our customer service.

Internet bookings

You can book a test by using the internet on www.dsa.gov.uk

Fax bookings

You can book a test using a credit card or debit card by fax on **0870 01 02 372**.

Postal bookings

Fill in a DL26 application form (or a DLV26 for lorry, bus or car with large trailer tests) and send it, with the appropriate fee, to:

The Driving Standards Agency
PO Box 280
Newcastle upon Tyne
NE99 1FP.

You can get application forms from Driving Test Centres, your approved driving instructor (ADI) or approved training body (ATB).

Some important advice when booking a test

Theory test

Generally, you must pass the relevant theory test before booking a practical test, unless you are exempt. We will book your test on this basis using the information you have provided.

For information about whether you need to take a theory test, please phone us on **0870 01 01 372** or fax us on **0870 01 04 372**. Minicom users should phone **0870 01 06 372** and Welsh speakers should phone **0870 01 00 372**.

Special needs

To make sure there is enough time for your test, we need to know if you have any hearing difficulties, any special circumstances, any movement restriction or any disability. If you do have a hearing difficulty or cannot speak English, you may bring along an interpreter who is not an approved driving instructor (ADI) and who is at least 16 years old. Please tell us when you book your test if you are going to bring along an interpreter.

Weekday evening tests (Summer only) or Saturday tests

You have to pay more for these tests and they are not carried out at all test centres. There is a list of the centres that offer this service in test-centre waiting rooms, or you can get the information by phoning **0870 01 01 372**.

Extended tests

You should only ask for an extended test **if a court has ordered you to take this test after being disqualified from driving.**

Residence requirement

You cannot take a test or get a full licence unless you are normally resident in this country. Normal residence means the place where you live because of personal or occupational ties. If you have moved to the UK having recently been permanently living in another state of the EC/EEA (European Economic Area), you must have been normally living or studying in the UK for 185 days in the 12 months before you apply to take a test or apply for a full driving licence.

Minimum wait for car, car and large trailer (B + E) and motorcycle tests

Unsuccessful candidates must wait for at least 10 clear working days between appointments for the same category of test.

Minimum wait for LGV and PCV tests

Unsuccessful candidates must wait for at least three clear working days between appointments for the same category of test.

This form adds to the information on the DL26 application form for a practical driving test and the DLV26 application form for an LGV, PCV or car with large trailer (B+E) practical driving test.

Appointment and changes

If, after two weeks, you have not received written confirmation of your appointment, please phone **0870 01 01 372** immediately. If you miss your appointment, you may lose your fee.

If you need to rearrange your test appointment, phone **0870 01 01 372** for more guidance.

We may need to contact you if your appointment has to be changed for any reason. Please phone **0870 01 01 372** immediately if you change your name or address (you should also tell the Driver and Vehicle Licensing Agency (DVLA) separately about your driving licence).

We will always try to make sure that your test appointment goes ahead. If we cancel your test at short notice, we will provide a copy of our 'Refunding of out-of-pocket expenses' guide, either at the test centre or by post. We will not pay compensation when a test is cancelled due to bad weather. There are details of our service standards and complaints procedure in our service standards leaflet 'Putting things right' which you can get at all our offices and test centres.

Taking your driving test

You must provide a roadworthy vehicle which is taxed and insured, and which is suitable for the purposes of the test. You must display L plates (or L plates or D plates in Wales) which meet the current regulations when you are driving a motor vehicle under provisional licence conditions. The vehicle must have seat belts, and an integral (built-in) head restraint fitted to the front passenger seat and an adjustable rear-view mirror inside the vehicle that the examiner can use.

A Supervising Officer may go with you on the test. This is part of our quality-assurance procedure. The Supervisor will not be examining you and will not interfere with the test. You can ask a friend or your instructor to go with you on the test, but they must not interfere in any way.

Documents you should bring with you

Please bring your theory test pass certificate or confirmation, if this applies, and your valid signed **Great Britain or Northern Ireland driving licence**. When you come for your test. We will not accept any other driving licence or a licence pass certificate. If you have a new-style photocard licence, you must bring **both parts** of the licence (photocard and paper counterpart) to the test. If your licence is not available, please phone **0870 01 01 372** for more information.

If your driving licence does not have your photograph on it, you will also need to bring an acceptable form of photographic 'identity' when you come for your test. Acceptable photographic evidence of your identity means:

- A Passport or similar document;
- An employer's identity card or student union card (with your photograph and name or signature); or
- Any of the following with your photograph and signature.
- A cheque or credit card
- A trade-union card
- A school bus pass
- A card used to buy discounted rail tickets
- A gun licence
- A proof-of-age card (issued by the Portman Group).

If none of these are available, we will accept a photograph certified as follows.

'I (name) confirm that this is a true likeness of (candidate's name), who has been known to me for (X) months or years in my capacity as (capacity).'

It must be certified by either an MP, JP, lawyer, medical practitioner, teacher, local councillor, bank official, established civil servant, police officer, commissioned officer in the Armed Forces, minister of religion, an approved driving instructor (ADI), a Compulsory Basic Training (CBT) instructor or an LGV trainer on our voluntary register of instructors. The person certifying the photograph must sign and date the declaration, giving their profession and phone number. We may make enquiries to confirm that the photograph and the person confirming the likeness are genuine.

When you come for a **motorcycle or moped** test, you must produce a valid CBT certificate (unless the test is within the Accelerated Access scheme). Phone **0870 01 01 372**. Motorcycles below 75 cubic capacity (cc) are no longer acceptable for testing purposes.

Motorcycle minimum test vehicles are as follows.

A – any machine over 120cc that can do 100 kilometres an hour (62.5 miles an hour).

A1 – any machine above 75cc and less than 125cc that can do less than 100 kilometres an hour (62.5 miles an hour).

A - Direct or Accelerated Access – any machine that is at least 35 kilowatts (kW) (46.6 brake horsepower (bhp)).

Important information for LGV, PCV or car and large trailer practical driving tests

Staged tests: Candidates must have an appropriate full 'rigid vehicle' licence before booking and taking a test with a trailer (+E) for that category.

For information on all licence categories, see the D100 factsheet issued by the DVLA which you can get from post offices.

Minimum test vehicles – Categories

For applications for vehicles in use (first registration) before 1 October 2003 or for vehicles in use on or after 1 October 2003, please ring for advice on 0115 901 2577.

B+E A vehicle that weighs less than 3.5 tonnes (up to eight passenger seats) that can do 100 kilometres an hour (62.5 miles an hour) and an unladen (empty) trailer with a Maximum Authorised Mass (MAM) of at least one tonne.

C A rigid large goods vehicle that is at least seven metres long and can do 80 kilometres an hour (50 miles an hour).

C+E An articulated large goods vehicle that weighs at least 18 tonnes (MAM), is at least 12 metres long and can do 80 kilometres an hour (50 miles an hour), or a combination of a category C vehicle with a trailer that weighs at least four tonnes (MAM) and is at least four metres (platform length) long. The vehicle and trailer must be suitably braked and coupled, have a combined weight of at least 18 tonnes (MAM), a combined length of at least 12 metres and be able to do 80 kilometres an hour (50 miles an hour).

C1 A vehicle of at least four tonnes (MAM) that can do 80 kilometres an hour (50 miles an hour).

C1+E A category C1 vehicle with a trailer of at least two tonnes (MAM) and a total length of at least eight metres, that can do 80 kilometres an hour (50 miles an hour).

D A passenger-carrying vehicle that has more than eight passenger seats, is at least nine metres long and can do 80 kilometres an hour (50 miles an hour).

D+E A category D vehicle with a trailer of at least 1.25 tonnes (MAM) that can do 80 kilometres an hour (50 miles an hour).

D1 A passenger-carrying vehicle with between 9 and 16 passenger seats, that can do 80 kilometres an hour (50 miles an hour).

D1+E A category D1 vehicle with a trailer of at least 1.25 tonnes (MAM) that can do 80 kilometres an hour (50 miles an hour).