



Approved Driving Instructor (ADI) Criteria

Conditions of nomination:

- Entries accepted on official ADI of the year nomination form only.
- Nominee must have approved the application and given their permission to be put forward for assessment.
- Candidates must have achieved a minimum of 90% mark in the most recent Check test.
- Candidates must have no valid, outstanding complaints against them.
- Candidates must attend their appointment on a date and time to be confirmed.
- Candidates must complete their on-the-road driving assessment in a vehicle representative of the instructional/driving test category.
- Candidates must produce their full valid driving licence for inspection by the assessor.
- Candidates must sign a Leading Lights declaration form.
- Candidates must complete the quiz comprising of 50 questions which are drawn from the Rules Of The Road and the ADI Instructors Hand Book. The questions will include some common road traffic signs, road traffic procedures, matters relating to ADI's, the driving test and learning to drive.
- Scores will be forwarded directly to the Leading Lights assessment panel whose decision will be final.
- The cost of entering (travel costs etc.) must be met by the nominee and the RSA will not accept any claims in connection with the assessment process.

Category of vehicle for which an ADI can be nominated for the practical element of the competition.

You will see a list like this on the ADI application form. Please select the category of vehicle that the practical assessment will be taken in.

Category	Preferred Option (√)
A - Motorcycles	
B – Cars (light Vans)	
C – Trucks (Rigid)	
D – Buses & Coaches	

Please note an offer alone and completion of the practical and theoretical assessments do not guarantee consideration by the judging panel who will assess each nomination on the basis of performance during the assessments as well as compliance with the conditions set out above. The assessment board's decision is final.

Duration & Content of Assessment

Practical element

The practical assessments may be carried out both on and off road either in part or in full as determined by the assessor (compound).

The practical assessment will last for approx. 90 Mins in total (including administrative tasks).

The content of the assessment is as per the content for an ADI Stage 2 Practical Driving Assessment and includes some or all of the following aspects at the assessor's discretion;

Category	Manoeuvres
A - Motorcycles	Slow Ride Manoeuvre U-turn Figure of 8 Exercise Slalom Exercise Emergency Stop Walk alongside the motorcycle Placing On & Off centre Stand Hand signals Approx. 30Km ride taking on varying road and traffic conditions
B – Cars (light Vans)	Turnabout Left hand reverse Right hand reverse Emergency stop Parallel Parking Hill Start Demonstration of hand signals
C – Trucks (Rigid)	Left hand reverse Right hand reverse Hill Start Demonstration of hand signals
D – Buses & Coaches	Left hand reverse Right hand reverse Hill start Passenger stops Demonstration of hand signals

In the interest of fairness all assessments will be carried out in a uniform way as listed in the table above and specific to the vehicle category.

Scoring

- Each nominee commences with a maximum 200 marks.
- 4 marks are deducted for each Driving fault recorded during the assessment
- Nominees incurring a disqualifying mark will have 200 marks deducted.

Theoretical Assessment

Each nominee will be required to complete a paper based questionnaire comprising of 50 questions drawn from the Rules Of The Road the ADI Instructors Hand Book. The questions will include some common road traffic signs, road traffic procedures, matters relating to ADI's, the driving test and the learning to drive process.

A period of one hour is allowed to complete the questionnaire after which the paper should be returned to the assessor.

Scoring

- Each candidate starts with maximum of 200 marks.
- 4 marks will be deducted per incorrectly answered question. Partial marks may be awarded for partially correct answers (at the discretion of the assessment board).

The total score for each nominee will be determined by adding the points from the practical assessment to the points from the questionnaire. The nominee who has achieved the highest mark and has met the qualifying criteria will be awarded the ADI of the year award.