



Sitting the test

Continued

The Skills Development Test comprises 90 questions, 54 of which make up the first section and 36 of which make up the second section. The questions are all multiple-choice questions with only one correct answer. You must pass both sections of the test in order to pass overall and you will be given your results before you leave the test centre. Please abide by all test centre rules and follow the instructions of the test centre staff. If successful, await your SPSV Skills Development Certificate in the post. If unsuccessful, you may book another test if you wish.



Paying for your Licence

You then must pay the Commission your SPSV driver licence fee by phoning **1890 347 347**. The fee is €250.00 and a receipt will be issued to you. **NOTE** that you do not pay the Commission the SPSV driver licence fee until such time as you have passed the test and received your test certificate.



Submitting your application

Apply to your local Garda station for your SPSV driver licence. You must complete an application form called FORM PSV 15. This completed form must be accompanied by your SPSV Skills Development Certificate, receipt of payment of fee, a current tax clearance certificate, your driving licence and 2 photographs.



Garda processing

Your application will be processed by An Garda Síochána and you will be vetted by An Garda Síochána. This may take some time. If your application is in order and you are deemed a fit and proper person, you will then be granted an SPSV driver licence. Please await confirmation of this from An Garda Síochána. You will receive your ID card and smart card in the post from the Commission.



Becoming operational

On receipt of your driver ID card and smart card you are now ready to operate a licensed vehicle in the SPSV industry.

Contact Information:

For further information on this leaflet contact the Commission on **1890 347 347**

To order your manual call: **1890 347 347**

To book your test call: **1890 340 123**

** Please note that the rates charged for use of these numbers may vary depending on your service provider.*

For more information on the Commission visit **www.taxiregulator.ie**

For more information on the test and for payment options visit **www.spsvtest.ie**



Commission For Taxi Regulation
An Coimisiún Um Rialáil Tacsaithe

FOR NEW APPLICANTS ONLY

**SPSV DRIVER
LICENCE - THE
NEW PROCESS
FROM
MAY 2009 →**

**This is a step-by-step
guide to the SPSV driver
licensing process**



Commission For Taxi Regulation
An Coimisiún Um Rialáil Tacsaithe

If you wish to apply for an SPSV driver licence, you must follow the instructions below:



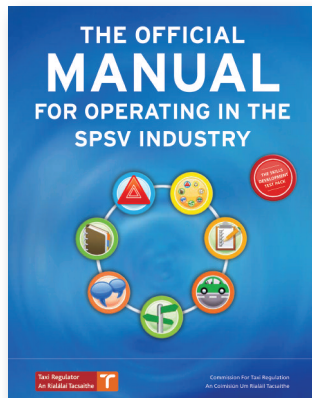
Ordering the manual

Order the *Official Manual for Operating in the SPSV Industry* by calling **1890 347 347**. The cost of the manual is €30.00.

The manual pack contains all the material you need to study for the first section of the test, which covers the following topics:

- Introduction to the SPSV Industry
- SPSV Regulations
- Vehicle knowledge
- Map reading
- Fares and charges
- Customer service, including disability awareness and equality and diversity
- Your SPSV business
- Health and safety

The manual will also provide guidance on how to prepare for the second section of the test, which is area knowledge. You will need a detailed knowledge of the county in which you wish to operate, including national and local routes in order to pass this section of the test.



Booking and paying for your test

When you are sufficiently prepared, book your test by phoning **1890 340 123** or online at www.spsvtest.ie

The Skills Development Test is administered by Prometric Ireland on behalf of the Commission at the centres set out below. The fee for the test is €85.05 and is payable directly to Prometric Ireland at booking.

You can choose one of the following test centre locations:

Abbeyfeale	Donegal	Monaghan
Athlone	Drogheda	Mullingar
Ballina	Dublin (North)	Naas
Caherciveen	Dublin (South)	Nenagh
Carlow	Dundalk	Portlaoise
Carrick-on-Shannon	Ennis	Skibbereen
Castlerea	Galway	Sligo
Cavan	Kells	Tralee
Charleville	Kilkenny	Tullamore
Clifden	Killarney	Waterford
Clonmel	Letterkenny	Westport
Cork	Limerick	Wexford
Derrybeg	Longford	Wicklow
	Macroom	Youghal

When you are booking your test, you will be asked to provide your contact details, your driving licence number and your PPS number. If you have any special requirements please specify this at the time of booking. For details of our cancellation policy, please call 1890 340 123.

The test will be available from 1st July 2009, subject to availability.



Sitting the test

On the day of the test, it is essential that you bring your driving licence as your form of identification. This licence must be in date to complete the test. Your photograph will be taken as part of the validation process.

The driving licence that you provide must be an Irish driving licence or one from an EU, EEA or other Recognised State. If you do not hold an Irish driving licence and wish to use a driving licence from an EU, EEA or Recognised State as your identification at the test centre, you have two options as follows:

1. Arrange in advance to get an Irish driving licence by presenting your current domestic driving licence at the Motor Tax Office. On request, they will exchange your current licence for an Irish licence. This option is most efficient from the point of view of the applicant.
2. Have your domestic licence certified as valid by your Embassy/Consulate. Where an EU, EEA or Recognised State licence is in a language other than English, the certified driving licence must be accompanied by a formal translation into English that has also been certified as valid by your Embassy/Consulate.

Continued overleaf