# Obtaining your driving licence

To obtain your driving licence, you often have to take a theory exam and always one or more practical driving exams at the CBR. This depends on which driving licence you want to obtain. In this information booklet, you will find information on how everything works.



### **Driving licence AM**

This is the moped licence, and you need it to ride a moped, snorfiets, speed-pedelec and drive a brommobiel. To obtain this licence, you have to take a theory exam and a practical exam. For the practical exam, you can choose to do the exam on a two-wheeled moped or in a brommobiel. If you pass the practical exam in a brommobiel, you are only allowed to drive a brommobiel afterwards. You may therefore not ride a moped, snorfiets or speed-pedelec. If you pass the practical exam on a two-wheeled moped, you are then allowed to ride all vehicles in this category, including driving a brommobiel.

You may take the theory exam from the age of 15.5 years You may take the practical exam from the age of 16 years



#### **Driving licence A**

This is the licence for a motorcycle. This licence is divided into three categories: A1 for the least powerful motorcycle, A2 for the middle category and A for the most powerful motorcycle. When obtaining a motorcycle licence for the first time, you have to take a theory exam and two practical exams. Additional conditions may apply when you want to obtain a licence for a heavier category.

You may take the theory exam from the age of 17 You may take the practical exam from the age of 18 (A1), 20 (A2) or 21 (A)

Attention: if you obtain the A motorcycle licence before the age of 24, additional rules or restrictions may apply until then. You may not always ride a heavier category motorcycle immediately.



#### Driving licence B

This is the driving licence for a passenger car. This driving licence requires you to take a theory exam and a practical exam. This driving licence also allows you to drive with a trailer up to a maximum permissible laden weight of 750 kg or 3,500 kg with the passenger car and trailer combined.

You may take the theory exam from the age of 16 You may take the practical exam from the age of 17 (2toDrive) You may take the practical exam from the age of 18 (regular)



## **Driving licence BE**

This is the driving licence you need if you want to drive a passenger car with heavier trailers. This driving licence allows you to drive with a trailer up to a maximum permissible laden weight of 3,500 kg. For this licence, you must already have a B driving licence; all you have to do is take the practical exam.

You do not have to take a theory exam for this driving licence The practical exam can be taken from the age of 18



## **Driving licence T**

This is the driving licence for a tractor. With this licence, you may also drive with a trailer or other equipment up to a combined maximum permissible laden weight of 50,000 kg. This driving licence requires you to take a theory exam and a practical exam.

You may take the theory exam from the age of 15.5 years You may take the practical exam from the age of 16 years



# **Proof of Identity and DigiD**

To obtain your driving licence, you will need a valid proof of identity. One of the following documents is a valid proof of identity:

- A valid Dutch passport
- A valid Dutch ID card.
- A Dutch driving licence (validity period may have expired).
- A valid passport or ID card from one of the EU and EEA countries.
- A valid foreign passport with a valid sticker for a stay in the Netherlands.
- A valid Dutch or EU/EEA alien document.
- A Dutch travel document for refugees or foreign nationals.
- A foreign national's identity document (formerly a W document).
- A Dutch identity document for Privileged Persons.
- A pass issued by the Dutch government for a Diplomat of Foreign Affairs.

You cannot obtain a driving licence without one of the above documents!

If you are not sure whether you are eligible for a Dutch driving licence, we recommend that you check with the municipality where you live. They will assess whether you qualify for a driving licence.

Furthermore, you must be able to prove that you have been living in the Netherlands for at least 185 of the 365 days before you obtained your driving licence.

You will need a DigiD to apply for exams and to submit documents to the CBR. If you already have a DigiD, you can skip this step. If you do not yet have a DigiD, it is best to apply for one as soon as possible. It may take some time for your application to be processed!

- Go to www.digid.nl and go to apply. Fill in your details and complete the application. When applying, you will need your citizen service number (BSN). This can be found on your ID card or passport.
- 2. You will receive a letter at home with an activation code within 3 working days.
- 3. You must activate the DigiD with the activation code at www.digid.nl within 20 days.
- 4. Enter your username and password.
- 5. If you have enabled the SMS check, you will receive a code via SMS that you have to fill in.
- 6. Enter your activation code.

You can then install the DigiD app (downloadable from the AppStore and PlayStore) on your mobile phone but this is not obligatory.

# Fill in the health declaration (not for mopeds)

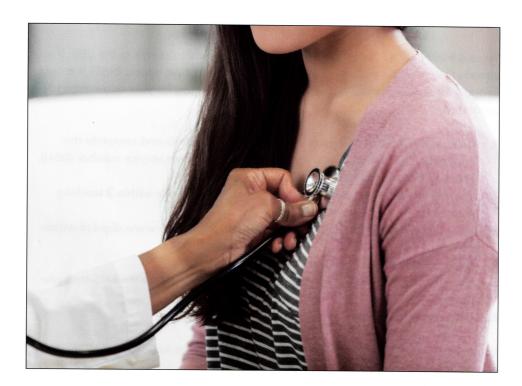
To participate in traffic, you have to be physically and mentally healthy. This is important not only for yourself but also for others in traffic. The health declaration consists of several questions about your health that you need to answer.

If you want to obtain your AM (moped) driving licence, you can skip this step. You do not need a Health Certificate for this licence.

You must complete your health declaration online via mijn.cbr.nl. The driving school cannot do this for you because it concerns privacy-sensitive information. You are obligated to complete your health declaration truthfully. Failure to do so may have severe consequences at a later stage.

Do you have doubts about your health or a question on the health declaration? If so, first consult your driving school or family doctor before submitting it. If you accidentally fill in a possible issue with your health, while you are actually in good health, this may cause a serious delay in your driving course.

If you do have a health issue, the CBR may first send you to a medical specialist for an assessment. This process can sometimes take months. Submitting your health declaration early is therefore very important.



1 Go to mijn.cbr.nl and log in with DigiD.

Choose DigiD with SMS or the DigiD app.



4 Pay for the declaration with iDEAL.

Attention: the declaration has only been submitted once you have paid.



2 Choose 'Gezondheidsverklaring rijbewijs' (driving licence health declaration) and follow the steps. Fill in the health declaration truthfully! 5 You will receive an e-mail notification when you have a message.

This may be:

- the acknowledgement of receipt of the declaration;
- an overview of your answers;
- the Certificate of Fitness (Verklaring van Geschiktheid);
- or a request to contact a doctor.

3 Sign your health declaration with SMS code.



6 Inform your driving school when you have received a Certificate of Fitness.



# Learning the theory

You can learn the theory in different ways. You can decide how to do this. You can learn from theory books, follow an online course or take a theory lesson at your driving school. In any case, always make sure you have up-to-date teaching aids: traffic rules can change, and the CBR always tests according to the latest rules!

It is best to take the theory exam before or at the beginning of your driving course. You need the theory in practice, just think of the meaning of traffic signs and the rules of priority. If you know the theory, your practical lessons will be more efficient, and you will often obtain your driving licence faster (and cheaper).

The best way to prepare for your theory exam is to learn the lesson material well. You can buy a theory book or an online course at your driving school or online at www.lensmedia.nl.

If you find it difficult to learn independently, theory lessons can often help. Taking theory lessons at a driving school are not compulsory. For some people, however, it can be a useful addition to their home study and add structure to their learning process.

If your driving school does not provide theory lessons, they could help you find a suitable course. Never use one-day courses. You may obtain your theory certificate quickly, but you will soon forget the theory again. As a result, you will need many more driving lessons. Sometimes, up to ten extra lessons!

After your home study and your theory lessons at the driving school, you will practise with a mock exam. At the end of each mock exam, in addition to seeing the results, you will also be shown in which categories you scored well and in which not. You will then be able to study these categories again using the learning materials. Have you passed the mock exams several times in a row? Only then will you be ready to take the official CBR theory exam.



# Book the theory exam

After you have learnt the theory, you will take the theory exam at the CBR. This can be done at one of the CBR exam centres throughout the Netherlands. You need to book the exam in advance. You can do this yourself.

#### Choose a theory exam

You take the standard theory exam in an exam room sitting in front of your own touch screen. In addition to the standard exam, you can also opt for other types of theory exams at an additional fee. You must choose the type of theory exam you would like to take before booking the exam.

## Test anxiety, autism and dyslexia

Do you think you will need more time to answer the exam questions? Then opt for an extended theory exam with extra time. You can also choose to have the theory exam read to you (audio).

There is also the possibility to reserve an individual theory exam. A staff member of the exam centre will accompany you during the theory exam.

## Other languages and sign language

You can also take the theory exam in English or other languages. If you want to take the theory exam in a language other than Dutch or English, you will need to book a theory exam with an interpreter. You will also have to arrange and pay for the interpreter yourself. You may only hire interpreters via www.tolkennet.nl.

A sign interpreter may also be arranged outside www.tolkennet.nl, for example, a family member.

## Make your own online booking

Booking the exam itself is usually the easiest and cheapest. Be sure you do this directly at the CBR. You will find a how-to guide further on. Make sure you have applied for a DigiD first (this is explained under 'Proof of Identity and DigiD'). You will not be able to book the exam without a DigiD.

## Booking through the driving school

Instead of booking the theory exam yourself, you can usually also have the driving school book a theory exam for you. They often charge an extra, small fee for this. If you prefer to have your theory exam booked by your driving school, you will have to contact your driving school yourself. A driving school can only book the theory exam (for a car, motorcycle or moped) for you if you have authorised them to do so. This is also explained further on in a how-to guide.

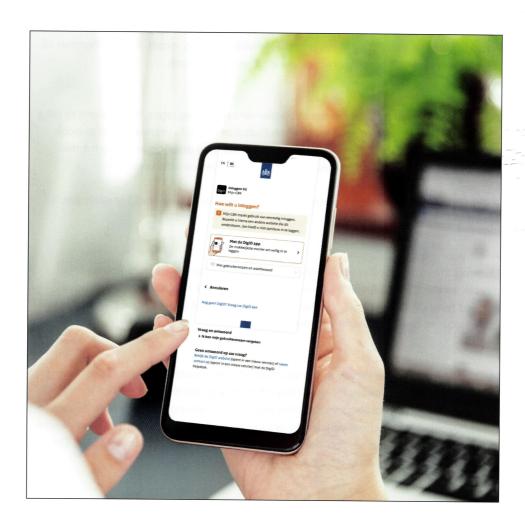
## Change the date and time

If the booked day or time is not convenient for you, you may change it. Is the theory exam in more than seven days? Then you may reschedule the exam to an earlier or later date and time. Of course, there must be space available. Is your theory exam within seven days? Then you may only move the exam to an earlier date and time if there is space available.

Changes can be made online (if you have made an online booking) or via your driving school (if you had the driving school book it for you).

## Cancelling the theory exam

You cannot cancel a booked theory exam unless you have a very good reason, for example, in case of illness or death. However, you must have proof of this. Are you so ill, for example, that you cannot take a theory exam? If so, you will have to ask your family doctor for a doctor's note.



# How-to guide for online booking

To book via mijn.cbr.nl, you need DigiD. You can log in with your username and password, or via the DigiD app.

1 Go to mijn.cbr.nl and log in with DigiD.



4 Pay your theory exam with iDEAL. Attention: your booking is only confirmed once you have paid.



2 Choose 'examen reserveren of wijzigen' (book or change an exam).



5 You will receive an invitation letter by e-mail.



3 Go through all the steps and choose a date and exam location.

# How-to guide driving school authorisation

A driving school can only book a theory exam for you if you have authorised them. By doing so, you indicate that the driving school may book an exam for you. This is to prevent misuse of your details.

1 Look up the driving school number of 4 Go through all the steps. your driving school.

Do this via www.rijschoolgegevens.nl or ask for it at your driving school.



Check whether the name of the driving school on the screen matches your driving school.

2 Go to mijn.cbr.nl and log in with DigiD.



5 You will receive a confirmation of the authorisation by e-mail.



3 Choose 'opleider machtigen' (authorise school) and then 'machtiging voor theorie-examen' (authorisation theory exam).



6 Inform your driving school that you have authorised them.

Your driving school can then apply for the theory exam on your behalf.



# Taking the theory exam

To take a theory exam at the CBR, you must have booked it. You will receive confirmation of this. This confirmation will include a booking number that you will need to bring with you. In addition to your booking number, you must also bring a valid proof of identity. This is not allowed to be a copy.

You are not allowed to take a theory exam without a booking number and a valid proof of identity!

Make sure you are present about fifteen minutes before the start.

# 1 Register at a self-check-in kiosk.

Enter the booking number and check your details. The number can be found on the invitation letter you received.



### 2 Belongings in a locker.

Keep your ID card and booking number with you. In the locker: jackets, bags, watches, electronic equipment (including mobile phones), metal objects (keys, belt).



#### 3 Wait until it is your turn.

Follow the instructions on the digital screens.

# Booking number + 'Aangemeld' (Registered):

You have registered for the exam. As soon as a spot becomes available, you will be called.

# Booking number + 'Spullen in locker' (Belongings in locker):

It's almost your turn. Check whether you have stored all your belongings in a locker.

# Booking number + 'Ga naar start examen' (Go to start exam):

It is your turn to take the exam. Report to the 'Start examen' desk.



## 4 Check-in at the 'start examen' desk.

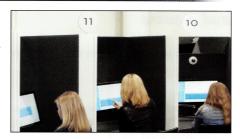
Here, an employee checks your ID, and you receive your table number.



#### 5 In the exam room.

Sit at the table with the correct table number. Put your ID card on the table and enter your booking number. Check if your email address is correct and then choose 'Start'.

Follow the instructions on the screen.



#### 6 Taking an exam.

The exam works almost the same way as the mock exams you took. At the start, you have some extra screens to confirm your identity, and there is no possibility to check the questions at the end.

#### 7 End of the exam.

You will receive the results immediately after the exam.



passed



failed

## 8 Exit the exam room and collect your belongings from the locker.

## Passed

You will see whether you have passed immediately after the theory exam. The results will also be sent to you by email later. The theory certificate that you receive by email is valid for 1.5 years. This means that you must have passed your practical exam within 1.5 years. If you fail, you will have to re-take the theory exam.

## Failed

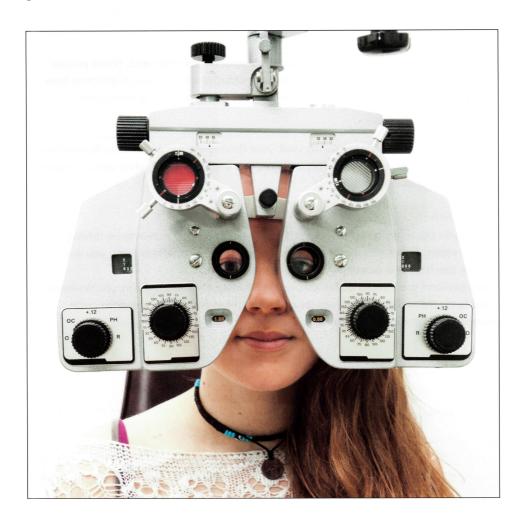
If you fail, you will have to re-take the theory exam. You will see the categories in which you have made mistakes on the results form sent to you by email. These categories correspond exactly with the chapters in your theory book or your digital learning environment. It is best to study the chapters in which you have made many mistakes again. If you think you are ready for the theory exam again, you can make another booking.

# Eye test

During the driving lessons, you must be able to see enough to be able to participate in traffic safely. The examiner will test this before the practical exam. If you pass the practical exam, but not the eye test, you will have to undergo a medical examination before you receive your driving licence. This can lead to a delay of a few months. It happens a few hundred times a year.

That is why it is wise to visit an optician before or at the beginning of your driver training. You can often have an eye test done there free of charge. This way, you will not be faced with any surprises during the practical exam.

And if it turns out that you do not see well enough, you have plenty of time to order glasses or contact lenses.



## **Driving lesson**

You will receive driving lessons from a driving instructor. You are the driver during the driving lessons, but your driving instructor is legally responsible for this. If you (accidentally) do things that are prohibited, your driving instructor will be fined for this. Your driving instructor will also have to arrange insurance for the vehicle. You are therefore never liable for any damage you cause while driving.

#### **Qualified instructor**

You are only allowed to drive with an official driving instructor who is actually allowed to give driving lessons. The driving instructor must be qualified. Your driving instructor must be able to show you a licence to this end; an instructor competence card. You can also check your driving instructor's licence on www.ibki.nl.

Is your instructor not qualified? Then all (legal) consequences fall on you!

## **Duration of driver training**

It is not possible to predict exactly how many lessons you will need. Some people need more lessons than others. Your driving instructor can tell you in advance how many lessons an average candidate needs. This way, you have a basic idea.

#### Mock exams

When you can drive independently well, your driving instructor will usually practise several mock exams with you. This will give you a good idea of what you can expect during the real driving exam.

#### Interim exam

Would you like to try a real driving exam? Then you can take an interim driving licence exam. An interim exam works just like a real exam. Afterwards, you will receive tips from the examiner for your actual exam.

If you perform the special activities properly during the interim exam, you no longer need to do them during your real driving exam. However, there are extra costs associated with an interim exam.

# Apply for a practical driving exam

Only your driving school may apply for the practical or interim exam. However, your driving school will need your permission (authorisation) to do so. During the practical exam, the examiner will check whether the driving school you have authorised is also the driving school that applied for your exam.

To authorise your driving school, you need their driving school number. You can obtain this number in two ways. The easiest way is to ask your driving school for their driving school number. Another way is to look up your driving school via www.rijschoolgegevens.nl. There you will find the driving school number of each driving school.

1 Look up the driving school number of your driving school.

Do this via www.rijschoolgegevens.nl or ask for it at your driving school.



4 Go through all the steps and check whether the name of the driving school on the screen matches your driving school.

2 Go to mijn.cbr.nl and log in with DigiD.



5 You will receive a confirmation of the authorisation by e-mail.



- 3 Choose 'opleider machtigen' (authorise school) and then 'machtiging voor praktijkexamen' (authorisation practical exam).
- 6 Inform your driving school that you have authorised them.

Your driving school can then apply for the practical exam on your behalf.



# Taking the practical exam

You must be present about fifteen minutes before the start of your practical exam. You will wait in the waiting room of the exam centre until the examiner calls you.

## Explanation

The examiner first introduces himself and explains what is going to happen. He will check your documents and may ask you some questions. He will also check whether you have a valid theory certificate and whether you have filled in the health declaration. You will need to bring the following documents with you to the practical exam:

- The invitation to the practical exam
- Your valid proof of identity
- A completed self-reflection form (only for driving licences B and T)

Without these documents you are not allowed to take a practical exam!

#### **Driving preparation**

When everything is in order, you walk out together. First, you undergo an eye test. You have to be able to read the number plate of a stationary car at a distance of about 25 metres. Then the examiner may ask you a few questions about the vehicle with which you are going to do the exam.

#### Vehicle control (motorcycle only)

There are two types of practical exams for motorcycle driving licences. First, you have to take a separate exam for vehicle control. During this exam, you have to perform several special operations at the examiner's instruction on a closed-off terrain.

#### **Driving exam**

The driving exam itself takes about 35 minutes (25 minutes for the moped exam and 60 minutes for the tractor exam). If you prefer, your driving instructor can come along, but this is not possible for the tractor exam. The examiner will tell you where to go and what to do. Making a mistake is not a problem, as long as it remains safe. If you turn left once when you should have turned right, this is not a reason to fail you. If the examiner has to intervene because you are causing an unsafe situation, then you have failed.

## **Brommobiel**

You will not drive on public roads for the brommobiel practical exam. Several special operations must be carried out on the instructions of the examiner on a closed-off terrain.

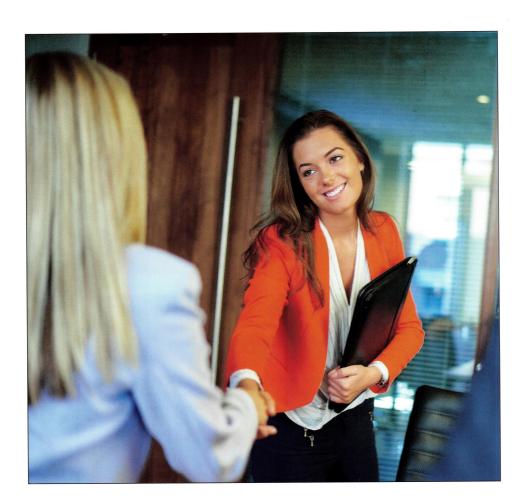
## Results

After the exam, you will walk to the exam centre together. After entering the centre, the examiner will tell you immediately whether you passed or failed. The self-reflection form you filled in and brought along will also be discussed (only for driving licences B and T).

If you have failed, there will also be a discussion as to why you failed. This way, you can improve on these points for the next exam.

## Further research into driving ability

If you fail more than 4 times within 5 years, you will be given a special exam. This exam takes longer so that the examiner has more time to supervise you. Together with you, the examiner will try to find out why you always fail and try to help you with this.



# Apply for a supervisor pass



If you are participating in 2toDrive and want to obtain your driving licence for the passenger car before your 18<sup>th</sup> birthday, you will need a supervisor pass. You may apply for this pass from the age of 16.5. Your coaches must sign up first. Visit www.2todrive.nl to find all the information you need. You can apply for the supervisor pass as soon as all your coaches have registered. You will need to have applied for the supervisor pass before you can apply for a driving licence from your municipality.

- 1. All coaches and you must have DigiD. This can be requested via www.digid.nl. If necessary, download the DigiD app.
- 2. All coaches register themselves as coaches at the RDW. A link to this website can be found on www.2todrive.nl (choose 'voor coaches').
- 3. After all the coaches have registered, you apply for the supervisor pass at the RDW. A link to this site can be found on www.2todrive.nl (choose 'voor jongeren').
- 4. The pass will be sent to your home within 10 working days.
- 5. Once you have applied for a supervisor pass and passed your practical exam, you can apply for your driving licence at the municipality.



# Apply for a driving licence

- 1. To apply for your driving licence, please bring the following with you:
  - A valid identity document
  - One colour passport photo that meets the requirements (go to a professional photographer)
  - A valid residence permit (for a non-Dutch applicant)
  - A supervisor pass (for 2toDrive, only for 17-year-olds)
- 2. Make an appointment with the municipality where you live and apply for your driving licence in person.
- 3. You can pick up your driving licence at your local municipality within five working days.



