

# State of Iowa Out-Of-State OWI Education

Return this form to:

Iowa Department of Education  
Attn: Drinking Driver Education  
400 East 14<sup>th</sup> Street  
Des Moines, IA 50319-0416

Fax: 515-242-5988 E-mail: OWIIowa@iowa.gov

Iowa law requires that individuals cited for operating a motor vehicle while under the influence of alcohol or drugs complete a drinking driver education course and a substance abuse evaluation. In order for the State of Iowa to release the hold placed on your driving record, you will need to submit proof that you have completed the education and evaluation. **This form is to be used when submitting documentation for a drinking driver education course completed outside of the State of Iowa.**

Complete this form and return it with all documentation noted below. There is an administrative fee of \$25 for submitting documentation for drinking driver classes completed out of state. Payment in the form of a cashier's check or money order should be made out to the Iowa Department of Education. You may also pay this fee with a credit or debit card at: <https://epay.educateiowa.gov> **We are unable to accept personal checks.**

## OWI OFFENDER INFORMATION

Please print clearly or type information below. Failure to provide requested information may delay clearance of the hold on your driving record.

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Last Name First Name MI (mm/dd/yyyy)

IDOT Customer # \_\_\_\_\_ Social Security #: \_\_\_\_\_

\*This number can be obtained by calling the IDOT at 800-532-1121

In what state did you get your OWI/DUI? \_\_\_\_\_

Address: \_\_\_\_\_ Telephone #: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail (optional): \_\_\_\_\_

If you would like to receive an e-mail confirmation that we have received your information, please provide us with your e-mail address. If you do not have an e-mail address, you may call our office for confirmation 515.281.5251.

## OWI Requirements

Iowa requires that OWI offenders successfully complete a course for drinking drivers, and a substance abuse evaluation. Non-Iowans who offend in Iowa may complete these requirements in another state.

**You will need to submit a certificate or letter of completion from the education program** which clearly specifies the name of the agency providing the education and its location, the number of hours of the course, and the date the course was completed. The course **MUST** be a state approved program and at least 8 hours in length. If your course was not at least 8 hours in length, you will need additional education so that the total equals at least 8 hours. **Treatment will not be accepted in lieu of education.** Please note that on-line classes will not be accepted.

**You will also need to provide documentation of a substance abuse evaluation/assessment** which clearly specifies the date of the evaluation, the name of the evaluator/agency, the evaluator's recommendation, the evaluator/agency's location/telephone number. If the evaluation recommends treatment, documentation showing when and where the treatment was completed must also be submitted.

FOR OFFICE  
USE ONLY

Education \_\_\_\_\_ Class Date \_\_\_\_\_  
 Payment  Credit Card  Check  Cash Received \_\_\_\_\_  
 Evaluation \_\_\_\_\_  
 Treatment Y N Completion Date \_\_\_\_\_

Under penalty of perjury, I affirm that the information listed on this form is true and correct.

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**Signature of Offender**

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**Date**

**✓ Check List**

Please make sure you have:

- completed and signed this form
- attached documentation in the form of a certificate or letter of completion for at least 8-hours of drinking driver education
- attached a copy of your substance abuse evaluation
- provided documentation to show you have completed treatment, IF the evaluation indicated treatment was recommended
- sent payment in the amount of \$25 in the form of a cashier's check/money order made out to the Iowa Department of Education OR made arrangements to submit your payment electronically