

HOW TO OBTAIN A SHAPE DRIVER'S LICENSE (POV)

1. The minimum age to apply for a SHAPE POV license is 18.
2. Appointments must be made with the USAG BENELUX DTS, located in Building 220, Room 108A, upon arrival in country.
3. Applicants must report with following documents in their possession: (based on individual availability)
 - a. A current SHAPE ID card (green card);
 - b. A valid U.S. driver's license (Stateside);
 - c. A valid Canadian driver's license;
 - d. A valid European driver's license;
 - e. A valid foreign driver's license;
 - f. A valid USAREUR/USAFE/AFCENT/SETAF driver's license.

Note: As a last resource, a valid OF 346 (military license) will be accepted by SHAPE Registration Office for issuing a SHAPE license to service members.

4. Applicants will be provided with an English pocket version of the driver's orientation handout, which will have to be used for studying the Belgian Highway Code and rules of traffic. One manual will be passed on per family.
5. Applicants will be enrolled in a three-hour mandatory driver's orientation (08h30-12h00). Courses are conducted every Tuesday of the weeks, at the SHAPE Education Center, Building 212, Room 118. Classes will be offered in both English and French upon request.
6. Applicants will take **two written tests** after being briefed on the Belgian traffic rules as required in the Belgian Highway Code:
 - a. **An international road signs test.** The test consists of recognition of fifty road signs amongst a chart of about 150 signs. Signs and definitions are provided to applicants, who have to match them correctly by numbers.
 - b. **A Belgian traffic laws test.** The test is a multiple choice test, made up of traffic situations in Belgium, such as an intersection. Applicants must figure out the right answer to the situation.
7. Results of the tests will be made available to applicants immediately after the testing portion. The minimum passing score for both tests is **45/50** (only 10% of errors are tolerated for safety reasons and IAW AE REG 190-1).
8. Applicants will have to retest only on the failed portion of test if **retesting takes place within 15 days of the initial test.** Failure to comply with this procedure will require the

member to retake the complete test. Applicants who fail the same test twice will be ineligible for retesting for another 2 weeks. If an applicant fails the test a third time, he will be declared ineligible for retesting of all tests for 60 days and must complete remedial driver's training before retesting. Retesting will always begin with the test the applicant failed.

9. A certificate of knowledge of Belgian traffic rules will be issued by the DTS instructor **to eligible applicants** who successfully passed both tests. The certificate will be turned-in to the SHAPE Registration Office (RO), Building 210, Room 109, to be issued a SHAPE driver's license. The certificate has a **validity of 90 days** and will not be re-issued, except if the applicant can prove a safe driving record.

Notes:

- 1. Vehicle must be registered prior to applying for the license.**
- 2. SHAPE driver's license is valid on Belgian roads only.**
- 3. Individuals may operate only the class or classes of POV that are indicated on their license:**

- **Class A3 = mopeds**
- **Class A = motorcycles with or without sidecar**
- **Class B = automobiles up to 9 Pax and/or 3.5t maximum**
- **Class C = trucks above 3.5T**
- **Class D = buses above 9 Pax**
- **Class E = trailers**

- 4. Applicants 65 years or older must have their eyes examined by an optometrist or an eye-vision professional to obtain or renew a SHAPE POV license.**
- 5. There is no fee involved for SHAPE driver's license, neither for SHAPE registration.**