

# Driving School Permit

## Overview

This service is intended for citizens and citizen-owned companies wishing to operate a driving school.

## Who is eligible?

- Citizens
- Citizen owned companies

## How do I get this service?

- Download and submit [application form for Driving School Permit](#) along with supporting documents to Driving School academy. Application forms are also available at the enquiries desk at the Department of Road Transport and Safety Offices across the country.

## What supporting documents are required?

- Certified copy of valid national ID card of applicant and/or owner (Omang for citizens).
- Accreditation Certificate of driving school (issued by local Accreditation Authority) and programme.
- Certified copy of Company Registration Certificate (issued by Registrar of Companies).
- A resolution from board of Directors, where the applicant is a company.
- Consent of the Majority of the Partners, where the applicant is a Partnership.
- Road Worthiness Certificate(s) of Training Vehicle(s).
- Inspection report by local authority.
- List of certified and accredited driving school instructors.

## How long will this service take?

Immediate.

## How much does it cost?

- Driving school permit application - BWP 390.00.
- Renewal of driving school permit –BWP 260.00

## Where can I obtain this service?

Driving School Academy  
Department of Road Transport and Safety  
Tshomarelo House Botswana Savings Bank Building  
Gaborone

## Where can I get more information on this Service

Driving School Academy  
Tshomarelo House  
Botswana Savings Bank Building  
Private Bag 0054  
Gaborone  
Botswana

Tel. (267) 368-8683  
Fax.(267) 397-1117/1114  
Email: [mtcpro@gov.bw](mailto:mtcpro@gov.bw)  
Toll Free: 17779