Driving Safety Course (DSC) Request by Certified Mail or E-mail

You may be able to request your traffic charge be dismissed after successfully completing a driving safety course or motorcycle operator training course. You will lose that right if, on or before your appearance date, you do not provide the court with notice of your request to take the course. **To verify that you are eligible for the Driver's Safety Course option, please call the court.**

You ***MAY NOT*** take a Driving Safety Course if any of the following apply:

- You have a Commercial Driver License,
- You have completed a Driving Safety Course in the 12 months preceding the **date of the offense**,
- You were allegedly going 25 or more miles per hour (mph) over the posted speed limit.
- You were cited for a violation of Section 545.066 (Passing a School Bus), 550.022 (Accident Involving Damage to Vehicle), or 550.023 (Duty to Give Information and Render Aid), Transportation Code; a serious traffic violation; or an offense to which Section 542.404 (Construction or Maintenance Work Zone) and also Section 472.022(f) (Obeying Warning Signs) applies.

Juveniles: A Defendant, who was younger than 17 years of age at the time the ticket was received, must appear in person with a parent, guardian or managing conservator, to enter a plea and request a Driving Safety Course or Motorcycle Operator Training Course.

If eligible, you may make your request for the Driving Safety Course disposition (for dismissal of the charge), under Ch. 45A.352 of the Code of Criminal Procedure either by certified mail or by e-mail. Please follow the instructions for the submission method of your choice.

Request by Certified Mail

Mail the following items, by certified mail, to the court at:

Justice of the Peace, 3-1
248 Victory Lane, Suite 168
Alvin, Texas 77511

- Copy of the ticket
- Copy of your valid class "C" Texas driver's license
- Copy of your current, valid insurance card, in which you are listed as the policy holder or a driver on the policy
- Money Order in the amount stated by the court* payable to Justice of the Peace
- *Written, notarized affidavit containing the following*:
  - plea of guilty or no contest (plea form available on our website)
  - statement that you do not have a commercial driver's license (CDL) **and** you have a valid class "C" Texas Driver's License
  - statement that you are not currently taking DSC and have not taken the course for dismissal of a citation in the last 12 months
  - statement requesting DSC with this court

- Provide information to the court before the appearance date on your ticket, *you may not take the course until you get approval from the court.*

- Enclose a self-addressed stamped envelope for the return the paperwork.

Request by E-Mail

If submitting a request by e-mail, all documents and attachments submitted **must be in pdf format (Adobe).** The court does not accept picture formats, such as jpeg or png, etc.

Only e-mails submitted to the court's designated e-mail address will be processed. The designated e-mail address is: **jp31classc@brazoriacountytx.gov**

Submit an email to the designated e-mail address with the following pdf attachments:

- Copy of the ticket
- Copy of your valid class "C" Texas driver's license
- Copy of your current, valid insurance card, in which you are listed as the policy holder or a driver on the policy
- Current contact information, which must include your phone number and preferred e-mail address (if different than the e-mail address used for submitting the request)
- *Written, notarized affidavit containing the following*:
    - plea of guilty or no contest (plea form available on our website)
    - statement that you do not have a commercial driver's license (CDL) **and** you have a valid class "C" Texas Driver's License
    - statement that you are not currently taking DSC and have not taken the course for dismissal of a citation in the last 12 months
    - statement requesting DSC with this court

Upon receipt of your email, the court will reply (within one business day) either by phone or e-mail, with instructions to make the required payment of court costs and DSC fee. A request without the required payment is not a completed request, and the disposition will not be granted without the required payment.

If you do not receive a response from the court within one business day, it is your responsibility to contact the court to determine if your e-mail was received.

Additional Information

If your request is made properly and a Driving Safety Course Disposition is granted by the court, your Court Order will indicate you have 90 days to take your Texas state approved course and remit the required documentation, including the course completion certificate and certified driving record, to the court. The Driving Safety Course Completion Certificate must list this court on the face of the certificate; if another court is listed, the court will not accept the certificate, and you will have to get it corrected. Your certified driving record may be obtained from the Texas Department of Public Safety (TxDPS); a $10.00 fee must be paid to TxDPS along with your request for the record either by mail or online at http://dps.texas.gov/DriverLicense/driverrecords.htm.

You may take the required course by any provider of your choice (internet course, comedy club, etc.), as long as the course is Texas state approved. Any course that is not Texas State approved will not meet the requirements for a dismissal.